

**THE  
ADMINISTRATOR'S  
ASSIGNMENT  
MANUAL**



**Commission on Teacher Credentialing**  
**Ensuring Teacher Quality**

First Edition: March 1988

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## G. INSTRUCTION FOR ENGLISH LEARNERS

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English learners (ELs) must be taught by certificated teachers with the appropriate English Learner (EL) authorization or by teachers currently participating in an approved training program to receive certification. The appropriate certificates, credentials, and permits are listed below according to the type of EL service: English Language Development (ELD); Specially Designed Academic Instruction in English (SDAIE); or Instruction in the Primary Language. CDE monitors several of the approved training programs. For information about CDE compliance monitoring, contact the English Learner Accountability Unit at (916) 319-0938.

### **English Language Development (ELD) or English as a Second Language (ESL)**

English Language Development or English as a Second Language is a content subject area. ELD is instruction appropriate for the level of language proficiency as identified for each EL student. The instruction is designed to promote the effective and efficient acquisition of listening, speaking, reading, and writing skills of the EL student. Service is restricted to the grade level of the document. See the chart on pages G-13 and 14 for the specific authorization of each credential/certificate.

#### **General:**

*When using these credentials, CTC recommends using only those individuals who possess skills or training in teaching ESL/ELD. Before appointing anyone holding only the General Credential, you are advised to check with the CDE at the number above.*

- Kindergarten-Primary (K-3)
- Elementary (K-8)
- Junior High (7-9)
- Secondary (7-12)

#### **Ryan:**

- Specialist Instruction Credential in Bilingual Crosscultural Education
- Bilingual Certificate of Competence
- Bilingual Crosscultural, Language, and Academic Development (BCLAD) Certificate
- Crosscultural, Language, and Academic Development (CLAD) Certificate
- Language Development Specialist Certificate
- Multiple Subject Credential with CLAD, Bilingual Crosscultural or BCLAD Emphasis or EL authorization <sup>1</sup>
- Single Subject Credential with CLAD, Bilingual Crosscultural or BCLAD Emphasis or EL authorization <sup>1</sup>
- Education Specialist Credential with EL authorization <sup>1</sup>
- Supplementary Authorization in English as a Second Language

<sup>1</sup> University and District Internship Credentials are also available

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## G. INSTRUCTION FOR ENGLISH LEARNERS (CONTINUED)

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**Local Teaching Assignment Options for ELD:** Current statutes and regulations recognize that there may be situations of a temporary nature in which a teacher with the appropriate credential is not available.

It is not appropriate for an individual who holds an emergency or teaching permit to be assigned on the basis of a local assignment option available to employers. When an employing agency requests an emergency or teaching permit, it is for a particular assignment. By assigning an emergency or teaching permit holder on the basis of one of the local assignment options, the employing agency violates the terms of the emergency or teaching permit.

**T5 §80021** allows for the issuance of a Multiple Subject, Single Subject, and Education Specialist Short-Term Staff Permit (STSP) to any individual who has met specific requirements. The STSP is restricted to the employing agency and is not renewable. The STSP includes an authorization for ELD.

*A Multiple Subject Short-Term Staff Permit authorizes the same service as a Multiple Subject Teaching Credential.*

*A Single Subject Short-Term Staff Permit authorizes the same service as a Single Subject Teaching Credential.*

*An Education Specialist Short-Term Staff Permit authorizes the same service as an Education Specialist Teaching Credential.*

**T5 §80021.1** allows for the issuance of a Multiple Subject, Single Subject, and Education Specialist Provisional Internship Permit (PIP) to any individual who has met specific requirements. The permit is restricted to the employing agency and may be issued in two one-year increments if the individual takes all the subject matter exams for the subject area(s) listed on the document and does not pass. Only two provisional internship documents of any kind may be issued to an individual. The PIP includes an authorization for ELD.

*A Multiple Subject Provisional Internship Permit authorizes the same service as a Multiple Subject Teaching Credential.*

*A Single Subject Provisional Internship Permit authorizes the same service as a Single Subject Teaching Credential.*

*An Education Specialist Provisional Internship Permit authorizes the same service as an Education Specialist Teaching Credential.*

**T5 §80024.7** allows for the issuance of an Emergency BCLAD Permit at the request of an employing agency to individuals who hold an appropriate prerequisite credential and verify competence in the target language. Six semester units of appropriate course work or passage of an appropriate section of the examination for the CLAD or BCLAD Certificate is required for each renewal.

*(c) The emergency Bilingual Crosscultural, Language, and Academic Development (BCLAD) Permit authorizes the same service as the Bilingual Crosscultural, Language, and Academic Development (BCLAD) Certificate.*

**T5 §80024.8** allows for the issuance of an Emergency CLAD Permit at the request of an employing agency to individuals who hold an appropriate prerequisite credential. Six

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## G. INSTRUCTION FOR ENGLISH LEARNERS (CONTINUED)

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semester units of appropriate course work or passage of two sections of the examination for the CLAD Certificate is required for each renewal.

- (c) *The emergency Crosscultural, Language, and Academic Development (CLAD) Permit authorizes the same service as the Crosscultural, Language, and Academic Development (CLAD) Certificate.*

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### **Specially Designed Academic Instruction in English (SDAIE)**

SDAIE is an instructional approach designed to increase the level of comprehensibility of the English language in the content area of the class. Prior to 1994, the term sheltered English instruction strategies was used to describe this type of instruction. See the chart on pages G-13 and 14 for the specific authorization of each credential/certificate.

The specially designed content instruction in subject matter, such as math or social science, is presented in English to English learners in classes which are restricted to instruction in the subject area and grade level of the prerequisite credential (as applicable). However, the Specialist Instruction Credential in Bilingual Crosscultural Education has no restriction to subject area or grade level.

#### **Ryan:**

Specialist Instruction Credential in Bilingual Crosscultural Education  
Bilingual Certificate of Competence  
Bilingual Crosscultural, Language, and Academic Development (BCLAD) Certificate  
Crosscultural, Language, and Academic Development (CLAD) Certificate  
Language Development Specialist Certificate  
Multiple Subject Credential with CLAD, Bilingual Crosscultural or BCLAD Emphasis or EL authorization <sup>1</sup>  
Single Subject Credential with CLAD, Bilingual Crosscultural or BCLAD Emphasis or EL authorization <sup>1</sup>  
Education Specialist Credential with EL authorization

<sup>1</sup> University and District Internship Credentials are also available

**Local Teaching Assignment Options for SDAIE:** Current statutes and regulations recognize that there may be situations of a temporary nature in which a teacher with the appropriate credential is not available.

It is not appropriate for an individual who holds an emergency or teaching permit to be assigned on the basis of a local assignment option available to employers. When an employing agency requests an emergency or teaching permit, it is for a particular assignment. By assigning an emergency or teaching permit holder on the basis of one of the local assignment options, the employing agency violates the terms of the emergency or teaching permit.

**T5 §80021** allows for the issuance of a Multiple Subject, Single Subject, and Education Specialist Short-Term Staff Permit (STSP) to any individual who has met specific

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## G. INSTRUCTION FOR ENGLISH LEARNERS (CONTINUED)

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requirements. The STSP is restricted to the employing agency and is not renewable. The STSP includes an authorization for ELD and SDAIE.

*A Multiple Subject Short-Term Staff Permit authorizes the same service as a Multiple Subject Teaching Credential.*

*A Single Subject Short-Term Staff Permit authorizes the same service as a Single Subject Teaching Credential.*

*An Education Specialist Short-Term Staff Permit authorizes the same service as an Education Specialist Teaching Credential.*

**T5 §80021.1** allows for the issuance of a Multiple Subject, Single Subject, and Education Specialist Provisional Internship Permit (PIP) to any individual who has met specific requirements. The permit is restricted to the employing agency and may be issued in two one-year increments if the individual takes all the subject matter exams for the subject area(s) listed on the document and does not pass. Only two provisional internship documents of any kind may be issued to an individual. The PIP includes an authorization for ELD and SDAIE

*A Multiple Subject Provisional Internship Permit authorizes the same service as a Multiple Subject Teaching Credential.*

*A Single Subject Provisional Internship Permit authorizes the same service as a Single Subject Teaching Credential.*

*An Education Specialist Provisional Internship Permit authorizes the same service as an Education Specialist Teaching Credential.*

**T5 §80024.7** allows for the issuance of an Emergency BCLAD Permit at the request of an employing agency to individuals who hold an appropriate prerequisite credential and verify competence in the target language. Six semester units of appropriate course work or passage of an appropriate section of the examination for the CLAD or BCLAD Certificate is required for each renewal.

*(c) The emergency Bilingual Crosscultural, Language, and Academic Development (BCLAD) Permit authorizes the same service as the Bilingual Crosscultural, Language, and Academic Development (BCLAD) Certificate.*

**T5 §80024.8** allows for the issuance of an Emergency CLAD Permit at the request of an employing agency to individuals who hold an appropriate prerequisite credential. Six semester units of appropriate course work or passage of two sections of the examination for the CLAD Certificate is required for each renewal.

*(c) The emergency Crosscultural, Language, and Academic Development (CLAD) Permit authorizes the same service as the Crosscultural, Language, and Academic Development (CLAD) Certificate.*

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### **Subject-Matter Instruction Delivered in the Primary Language**

The instruction is provided both in the EL student's primary language. The instruction clarifies and facilitates comprehension of content subject matter. See the chart on pages G-13-14 for the specific authorization of each credential/certificate.

Service is restricted to instruction in the subject area and grade level of the prerequisite credential (if applicable). However, the Specialist Instruction Credential in Bilingual Crosscultural Education has no restriction to subject area or grade level. The primary language is printed on the credential document.

**Ryan:**

Specialist Instruction Credential in Bilingual Crosscultural Education

Bilingual Certificate of Competence

Bilingual Crosscultural, Language, and Academic Development (BCLAD) Certificate

Multiple Subject Credential with Bilingual Crosscultural or BCLAD Emphasis <sup>1</sup>

Single Subject Credential with Bilingual Crosscultural or BCLAD Emphasis <sup>1</sup>

Sojourn Certificated Employee Credential

<sup>1</sup> University and District Internship Credentials are also available.

**Local Teaching Assignment Option for Subject-Matter Instruction Delivered in the Primary Language:** Current statutes and regulations recognize that there may be situations of a temporary nature in which a teacher with the appropriate credential is not available.

It is not appropriate for an individual who holds an emergency or teaching permit to be assigned on the basis of a local assignment option available to employers. When an employing agency requests an emergency or teaching permit, it is for a particular assignment. By assigning an emergency or teaching permit holder on the basis of one of the local assignment options, the employing agency violates the terms of the emergency or teaching permit.

**T5 §80024.7** allows for the issuance of an Emergency BCLAD Permit at the request of an employing agency to individuals who hold an appropriate prerequisite credential and verify competence in the target language. Six semester units of appropriate course work or passage of an appropriate section of the examination for the CLAD or BCLAD Certificate is required for each renewal.

*(c) The emergency Bilingual Crosscultural, Language, and Academic Development (BCLAD) Permit authorizes the same service as the Bilingual Crosscultural, Language, and Academic Development (BCLAD) Certificate.*

### **Commonly Asked Topic Concerning Subject-Matter Instruction Delivered in the Primary Language**

*Variable Term Waivers:* Multiple subject, single subject, and education specialist PIPs and STSPs and waivers include an EL authorization. Currently, PIPs and STSPs do not include a BCLAD authorization. The Commission does not issue emergency CLAD or



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## G. INSTRUCTION FOR ENGLISH LEARNERS (CONTINUED)

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BCLAD permits to holders of teaching permits (PIPs or STSPs) or waivers. However, a BCLAD waiver may be issued. No additional requirements are needed for the BCLAD waiver. Employers may contact the Commission's Waiver Unit at [waivers@ctc.ca.gov](mailto:waivers@ctc.ca.gov).

### Other Teaching Authorizations

#### **SB 1969 Certificate of Completion**

SB 1969 (Chap. 1178, Stats. 1994) established an alternative way for permanent teachers to earn a certificate through completion of staff development that allows teachers to be assigned to teach ELs. School districts and county offices of education awarded certificates to the individuals who completed their local staff development program. The Certificate were registered with CTC for a fee until 2003. These certificates have the same authorization as the CTC-issued Certificate of Completion of Staff Development.

SB 1969 Certificates are no longer issued by an employing agency but remain valid. The Commission stopped registering SB 1969 Certificates on July 1, 2003 and can no longer register any Certificates regardless of the circumstances. An SB 1969 Certificate that was not registered with CTC is still valid. The individual will need to show the Certificate to their current employer and will also need to provide it to any new employers in the future to allow the employing agency to provide it to the county office of education for assignment monitoring purposes.

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#### **Certificate of Completion of Staff Development (CCSD)**

Legislation in 2000 allowed the preparation of teachers through staff development programs for ELD and SDAIE instruction to receive a state-issued document with the passage of SB 395 (Chap. 685, Stats. 1999). The major change required CTC to approve staff development programs and issue Certificates for a fee. CCSD certificates have been issued since October 2000.

Whether a teacher completes one or two segments (each 45 hours) of the staff development depends on the EL authorization sought, authorization of the basic teaching credential, and years of experience. Employers should check the specific Certificate authorization before assigning a teacher to provide EL services.

On January 1, 2008, the provision to allow CTC to issue CCSDs to holders of appropriate credentials will sunset. This sunset date does not apply to holders of vocational and special subject designated subjects credentials and services credentials with a special class authorization which does not have a sunset date.

#### *Expansion of CCSD to Some Designated Subjects and Services Credentials Including Special Class Authorization*

Senate Bill 1292 (Chap. 752, Stats. 2006) was signed by the Governor on September 29, 2006. The bill added Section 44352.11 to the Education Code, which authorizes teachers with vocational and special subject designated subjects teaching credentials and holders of service credentials with a special class authorization to be assigned to provide SDAIE to ELs based on completion of a staff development program.

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## G. INSTRUCTION FOR ENGLISH LEARNERS (CONTINUED)

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Three requirements were removed in the statute: completion of a bachelor's degree, passage of the basic skills requirements, and the permanent status requirement. In addition, there is no sunset date for holders of designated subjects and services credentials with a special class authorization to earn the CCSD. The requirement to hold an appropriate prerequisite credential still remains.

CTC, in consultation with the Superintendent of Public Instruction (SPI), is required to establish guidelines for the staff development that are at least as rigorous as the guidelines established for SDAIE for multiple subject, single subject, and education specialist credential holders under the SB 395 guidelines. The Commission and the SPI agreed to designate the currently approved CCSD programs as appropriate to use until guideline are reviewed and revised. The current guidelines are designed for teachers serving ELs in most classroom settings but the vocational education classroom were not considered in the development of the CCSD guidelines. A work group of individuals with knowledge and expertise specific to designated subjects has drafted new guidelines for staff development programs. The draft guidelines will be presented to the Commission at their November 2007 meeting for approval and adoption. While this review process is going on, the current guidelines are acceptable.

### *Authorization for the SB 1969 Certificate and CCSD*

***Note: Holders of designated subjects teaching credentials and holders of service credentials with a special class authorization with these certificates are authorized to teach only SDAIE unless the individual qualified on the basis of completion of a bachelor's degree, basic skills, and permanent status.***

Certificate holders with elementary and secondary credentials (currently the multiple and single subject credentials) may instruct in specially designed academic instruction in English (SDAIE) to students in the subject and grade authorized by the teacher's basic credential. This is comparable to the SDAIE authorization on the CLAD.

The Certificate does not allow the elementary or secondary credential holder to teach ELD as a separate content subject area in a departmentalized setting at the elementary, middle or high school level. The Certificate authorization is more restrictive than the CLAD authorization because individuals are only allowed to incorporate ELD methodology as noted above. Teaching ELD as a subject content area requires the teacher to hold a CLAD Certificate or equivalent authorization.

The Certificate authorizes the holder of a secondary credential to incorporate ELD methodology within the subject matter content in the grade authorized by the basic credential. This ELD instruction is designed to develop the listening, speaking, reading, and writing skills of ELs during content instruction. Elementary credential holders who also have a supplementary or subject matter authorization, may incorporate ELD instruction in a departmentalized setting within the subject matter content in the grade authorized by the supplementary or subject matter authorization.

Holders of elementary credentials may earn an authorization on the Certificate to incorporate ELD methodology during instruction in a self-contained setting. This



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## G. INSTRUCTION FOR ENGLISH LEARNERS (CONTINUED)

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authorization allows the holder to teach ELD within the self-contained subject matter content at the grade authorized by the elementary credential. Students in a self-contained class may be regrouped according to ELD learning levels and taught by the holder of an elementary credential and a Certificate. However, if students are pulled out for separate instruction in ELD, this would constitute a departmentalized setting and is not appropriate for the holder of a Certificate.

An individual that holds a credential that authorizes teaching English is authorized to incorporate ELD instruction within the subject matter content of the specific grade level of English but is not authorized to teach an ELD class. It is inappropriate for an individual who holds just a credential that authorizes teaching English and either the SB1969 Certificate or the CCSD to teach a departmentalized ELD class.

### ***Williams Settlement***

The *Williams v. State of California* settlement brings a renewed focus to the requirement that all teachers with EL students in K-12 public school settings must hold an appropriate English learner authorization. This is regardless of the number of ELs in the class. The Settlement requires county offices of education to complete additional assignment monitoring including annual review of assignments and review and collection of data on EL authorizations for teachers of classes with twenty percent or more ELs in of schools in decile 1, 2, and 3 (currently schools in the 2003 Academic Performance Index). See Section Q for additional information on the changes to assignment monitoring as a result of the *Williams* Settlement and the links in Section R for Coded Correspondences 05-0014 and 06-0001.

### **Commonly Asked Topics Concerning the Williams Settlement**

*Academic Performance Index:* The purpose of the Academic Performance Index (API) is to measure the academic performance and growth of schools. It is a numeric index or scale that ranges from a low of 200 to a high of 1000. A school's score on the API is an indicator of a school's performance level. For purposes of the new EL data required, 2003 is the current base year used.

*Deciles:* The groupings of schools ranked 1 (lowest) through 10 (highest) based on the API.

*Decile 1, 2, and 3 Schools (API 2003 base):* Beginning with the 2005-2006 school year, subdivision (b)(1)(B) of EC §44258.9 requires the county offices of education to annually monitor all assignments, teaching and non-teaching, in the decile 1, 2, and 3 schools unless the school is under review through a state or federal intervention program. Title 5 §17101 defines which schools are considered 'under review' for purposes of implementation of the *Williams* settlement.

*Twenty Percent of English Learners:* The 20 percent or more rule for reviewing the appropriateness of a teacher's English learner authorization applies only to the new data collection and reporting required as a result of the *Williams* Settlement. It does not apply to the regular assignment monitoring or the review of the assignments in the decile 1, 2, and 3 schools (2003 API) completed by the county offices nor audits or review such as

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## G. INSTRUCTION FOR ENGLISH LEARNERS (CONTINUED)

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Categorical Program Monitoring (formerly CCR) and the Uniform Complaint Procedure whereby all teachers with EL students in K-12 public school settings must hold an appropriate English learner authorization regardless of the number of ELs in the class.

### **Commonly Asked Topics Concerning English Learners**

*AB 1059:* As a result of a change in statute in 2002, all teacher preparation programs were required to satisfy standards established by CTC for the preparation of teachers for all pupils, including ELs. This law also required development of the CTEL examination to provide candidates, including out-of-state candidates, with a route to fulfill the requirements to earn the CLAD Certificate.

*Bilingual Work Group:* At its February 1, 2005 meeting, CTC discussed the need to update requirements for teachers seeking certification to work with English learners. A Bilingual Certification Advisory Work Group consisting of 18 stakeholders and experts in the field was appointed to review survey data and focus group discussion results and develop recommendations for CTC. The work group will be presenting their results at a future Commission meeting. For more information, see the CTC web page at <http://www.cde.ca.gov/eo/ce/wc/index.asp>.

*Categorical Program Monitoring (CPM):* The CDE conducts Categorical Program Monitoring reviews. State and federal law require the CDE to monitor the implementation of categorically funded programs operated by local educational agencies. The purpose of the review is to verify compliance with requirements of each program and to insure that program funds are spent to increase student performance. The CPM review is a separate review from the assignment monitoring that is required in EC §44258.9. Any additional option accepted by the CDE for their CPM review is a separate issue from appropriate assignment. An employing school district and county office of education must meet the provisions of EC §44258.9 for appropriate assignment.

*Date to Earn EL Authorization:* Any teacher assigned to teach one or more ELs and providing EL services must hold an EL authorization. There is no 'date' by which an individual needs to have an authorization to serve in an assignment, including providing services to ELs, other than to have the appropriate authorization prior to providing services. There are several sections of the Education Code that reference requiring an individual to hold certification for the subject(s) they are teaching. These are EC §44001, 44830(a), and 44831. Regarding EL services specifically, EC §44253.1 is a reference.

*English Credit for ELD Class and NCLB Compliance:* The Commission does not require an individual to hold a credential in English to teach ELD (see page G-1) but rather only an authorization to teach ELD. However, if the class is receiving English graduation credit, the employer will need to check with CDE regarding NCLB compliance at [writecde@cde.ca.gov](mailto:writecde@cde.ca.gov).

*Employer Requiring an EL Authorization for Employment Purposes:* Some local employing agencies have created policies requiring all teachers to attain an EL authorization. Local governing boards set hiring and retention policies to assure appropriate educational programs based on the needs of the student population. If an employing agency requests that their teachers hold an EL authorization even though they

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## G. INSTRUCTION FOR ENGLISH LEARNERS (CONTINUED)

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are not providing any EL instructional services, they may do so as an employment requirement for the position. CTC does not have purview in the issue.

*ESL Supplementary Authorization:* The ESL supplementary authorization only authorizes teaching ESL or ELD. Even when combined with a credential with a content area such as math or science, the authorization does not expand to include SDAIE instruction.

*Foreign Language or Languages Other Than English (LOTE) Teachers:* Foreign language or LOTE teachers are NOT exempt from holding an EL authorization. Foreign language/LOTE teachers must be appropriately authorized to teach the language of their authorization. If teachers are appropriately authorized for the services they provide, this does not constitute an exemption. This is regardless if it is a foreign language/LOTE class or another subject area or setting such as science, special education, vocational education, or art.

ELD and SDAIE instruction applies to courses of instruction in English. Foreign language teachers are usually providing language instruction in a language other than English and are authorized on the basis of their credential or authorization in the foreign language. However, if foreign language teachers are providing ELD/SDAIE instruction within their foreign language class or as a separate class, they would also need to hold an authorization for ELD/SDAIE.

*Funding:* Questions concerning funding for employing agencies should be addressed to the CDE at the number on page one of this section.

*Local Level Responsibility:* The local employing agency is responsible for determining the language proficiency status of students, assessing ELs, and appropriately assigning staff to meet the needs of the students. The local employing agency determines how the required EL instructional services will be provided and the type of services needed. The teacher must hold an appropriate EL authorization for the type of service provided. ELs identified in California K-12 public schools are required to receive instructional services designed to meet their linguistic and academic needs based on assessments made by the local employing agency. When instructional services are needed to ensure success in English, an appropriately authorized teacher responsible for English Language Development and other core content instruction is required.

*Nontraditional Settings, Push-In, or Pull-Out Classes:* Appropriate authorization is not restricted to only classroom assignments. If the assignment is instructional in nature, the type of program (push-in, pull out or otherwise) is not a factor regarding appropriate certification for English learners. If it has been determined that the students need EL services, an EL authorization is required. This includes RSP classes.

*Plan to Remedy the Shortage (PTR):* The Plan to Remedy is a compliance program through the CDE. Individuals enrolled in this program working to earn a CLAD or BCLAD Certificate were considered to be appropriately assigned until July 1, 2005. With the availability of the other routes to earn an authorization to serve ELs, effective July 1, 2005, CTC no longer accepts enrollment in a local PTR as an appropriate alternative to holding a document that authorizes services to ELs.

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## G. INSTRUCTION FOR ENGLISH LEARNERS (CONTINUED)

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*Preschool/Adult Education:* The review for appropriate EL authorization is for grades K-12. However, the local level may require an individual serving at the preschool or adult level to hold an EL authorization. The CLAD, BCLAD and other EL authorization authorize service in grades preschool, K-12, and adults. Employing agencies may require all their teachers including preschool and adult education teachers to hold an authorization to provide instructional services to ELs. If so, this would be an employment decision. In adult education, there is a subject area for ESL that may be used to provide ESL instruction to adults.

*Previous Coded Correspondence and Leaflets on EL:* Recent leaflets and coded correspondence take precedence over previous correspondence. Changes made in the area of appropriate assignment and certification for teachers of ELs have resulted in many changes to leaflets and new information on ELs.

*Program Design:* Questions concerning EL program design should be addressed to the CDE at the number on page G-1.

*Special Education:* There is no exemption for individuals providing special education services from holding an appropriate English learner authorization if they are providing instructional services to students that require EL services as determined by the local employing agency.

*Services Credentials and EL Authorization:* Providing services such as school counseling, speech therapy, librarian, or school psychologist does not require an EL authorization for assignment purposes. An EL authorization is a teaching authorization to provide instructional services. The review for appropriate EL authorization for monitoring and appropriate assignment purposes is for instructional services. While all services positions are providing some instruction to their students, they are not content instructional teachers. An employer may determine that an individual needs to hold an EL authorization for such services but it would be a local level employment issue. It is important to note that many services credentials are not appropriate prerequisites for the CLAD Certificates or the CCSD.

*Subject Areas/Number of Students in Class and the Need to Hold EL Authorization:* State laws do not specify exemptions for a subject area or particular number of ELs needing services in a class. Any teacher assigned to teach one or more ELs and providing EL services must hold an EL authorization. This includes core content classes such as English, mathematics, science, social science; elective subjects such as art and music; and other classes required for graduation such as physical education. Verification of a teacher's authorization also applies to instructional settings such as continuation school classes, vocational education, necessary small schools, charter school classes, and special education classes.

*Teachers in Training or Otherwise Authorized to Serve:* An exception, as listed in EC 44253.10(e), allows 'teachers in training' that are pursuing training to earn a CCSD to be considered appropriately assigned while in this training. Teachers enrolled in the PTR who are not actively pursuing training (enrolled in a CCSD) program to earn the CCSD

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## G. INSTRUCTION FOR ENGLISH LEARNERS (CONTINUED)

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should be transitioned to an Emergency CLAD or BCLAD Permit or be removed from their EL assignments.

*Transferring CLAD/BCLAD Emphasis:* An individual with an expired preliminary multiple or single subject teaching credential that includes an EL authorization or CLAD or BCLAD emphasis that is teaching special education with a credential without an EL emphasis cannot use the EL authorization from the expired multiple or single subject credential. The base teaching credential with the original EL authorization must be valid. See the link to Coded Correspondence 06-0019 in Section R.



**G. INSTRUCTION FOR ENGLISH LEARNERS, CONTINUED**

**Appropriate English Learner Authorizations for Certificated Assignment  
Monitoring and Data Collection per EC§ 44258.9**

*The term of the CTC documents (rows 1-12) may be waivers, emergency permits, provisional internship or short-term staff permit, internship credentials/certificates, or preliminary, clear, professional clear, or life credentials. The certificate in row 12 is a locally issued document and does not have a term.*

*No document is issued for those in row 14; local employing district must ensure if individual is actively pursuing course work to earn an appropriate certificate.*

|           | <b>English Language Development (ELD) <sup>1</sup></b>                      | <b>Specially Designed Academic Instruction in English (SDAIE) <sup>1</sup></b> | <b>Instruction in Primary Language (Bilingual) <sup>1</sup></b> |
|-----------|---|--|---|
| <b>1</b>  | Bilingual Specialist Credential   | Bilingual Specialist Credential  | Bilingual Specialist Credential                                 |
| <b>2</b>  | Bilingual Certificate of Competence (BCC) <sup>2</sup>                      | Bilingual Certificate of Competence (BCC) <sup>2</sup>                         | Bilingual Certificate of Competence (BCC) <sup>2</sup>          |
| <b>3</b>  | BCLAD Certificate or BCLAD Emphasis   | BCLAD Certificate or BCLAD Emphasis  | BCLAD Certificate or BCLAD Emphasis                             |
| <b>4</b>  |   |  | Sojourn Teaching Credential                                     |
| <b>5</b>  | Language Development Specialist (LDS) Certificate <sup>2</sup>              | Language Development Specialist (LDS) Certificate <sup>2</sup>                 |   |
| <b>6</b>  | CLAD Certificate or CLAD Emphasis   | CLAD Certificate or CLAD Emphasis  |   |
| <b>7</b>  | Multiple or Single Subject Credential with AB 1059 English Learner Content  | Multiple or Single Subject Credential with AB 1059 English Learner Content     |   |
| <b>8</b>  | Multiple or Single Subject SB 2042 Credential                               | Multiple or Single Subject SB 2042 Credential                                  |   |
| <b>9</b>  | Education Specialist Credential <sup>3</sup>                                | Education Specialist Credential <sup>3</sup>                                   |   |
| <b>10</b> | General Teaching Credential <sup>4</sup>                                    |  |   |
| <b>11</b> | Supplementary Authorization in English as a Second Language <sup>2</sup>    |  |   |
| <b>12</b> | Certificate of Completion of Staff Development <sup>5</sup>                 | Certificate of Completion of Staff Development <sup>5</sup>                    |   |
| <b>13</b> | SB 1969 Certificate of Completion <sup>6</sup>                              | SB 1969 Certificate of Completion <sup>6</sup>                                 |   |
| <b>14</b> | In training for Certificate of Completion of Staff Development <sup>5</sup> | In training for Certificate of Completion of Staff Development <sup>5</sup>    |   |



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## G. INSTRUCTION FOR ENGLISH LEARNERS, CONTINUED

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**Note:** The Plan to Remedy is a compliance program through the CDE. Individuals enrolled in this program working to earn a CLAD or BCLAD Certificate were considered to be appropriately assigned until July 1, 2005. After July 2005, CTC no longer accepts enrollment in the Plan to Remedy for appropriate authorization to serve English learners.

- <sup>1</sup> There may be restrictions to the grade level and subject area(s) that may be taught in each of the settings – check document for specific authorization. All CTC-issued documents with the exception of the multiple subject, single subject, and education specialist teaching credentials require a prerequisite teaching credential.
- <sup>2</sup> These certificates or authorizations are no longer initially issued but remain valid and appropriate to serve English learners.
- <sup>3</sup> Not all education specialist teaching credentials include an EL authorization. Check the document before assigning a teacher to serve ELs.
- <sup>4</sup> Although these credentials may legally be assigned to teach ESL/ELD, it is not recommended that employing agencies use these credentials unless the holder possesses skills or training in ESL/ELD teaching. Authorization is limited to grade level of credential.
- <sup>5</sup> Provisions for this option, other than designated subject credentials in vocational education and special subjects and services credential with a special class authorization, sunset on January 1, 2008.

Instruction is limited to SDAIE instruction in a departmentalized classroom in the subject and grade authorized by the individual's basic credential and instruction in a self-contained classroom in which the teacher is responsible for instructing the same students. Holders of vocational and special subject designated subjects credentials in vocational education and special subjects and services credential with a special class authorization are restricted to teaching SDAIE only.

Unlike CLAD, the CCSD does not include the teaching English language development in a departmentalized setting.

- <sup>6</sup> The SB 1969 Certificate no longer may be issued by an employing agency but remains valid. CTC stopped registering SB 1969 Certificates on July 1, 2003. CTC will not register any of the certificates after July 1, 2003 regardless of the circumstances. An SB 1969 Certificate that was not registered with CTC is still valid. The individual will need to show the certificate to their current employer and will also need to provide it to any new employers in the future.

Unlike CLAD, the CCSD does not include the teaching English language development in a departmentalized setting.