MCOE TIP
Early Completion Option (ECO)

Senate Bill 57 (Scott) was designed to allow eligible individuals to complete the Teacher Induction Program (TIP) at a faster pace than the two years required. An Early Completion Option Candidate has the opportunity to complete the program in one year. This option is available to experienced and exceptional Candidates who meet the eligibility criteria listed below and demonstrate the knowledge, skills, abilities, and competencies required of all teacher Candidates who complete the full-length program.

**Eligibility Requirements:**
1. Possesses a current California Preliminary Credential;
2. Currently employed in a TK-12th grade classroom;
3. And must fall into one of the following descriptions:
   a. Be an “experienced and exceptional” graduate of a two-year Intern Program that culminated in a California Preliminary Credential and must be recommended by the Intern Program for consideration for an Early Completion Option; or
   b. Have three or more years of successful teaching (with a preliminary Credential) experience in an accredited (as determined by the commission) private school as evidenced by a letter from the employing district and verification of accreditation; or
   c. Have three or more years of successful teaching (with a Preliminary Credential) in an accredited school in another state or country.

Please note that emergency permit holders, although experienced, may have had no support in the early years, and therefore, are not eligible for the Early Completion Option.

**Application Process (all areas must be met)**
To apply, candidate must submit an application packet by October 13, 2017. Your completed application packet must include the following:

- Application
- Personal letter from candidate expressing why they feel they are exceptionally qualified
- Letter of recommendation from district HR department or Superintendent supporting Candidates application to the ECO program.
- Administrator Recommendation
  - Administrator to email separately to MCOE Teacher Induction Program Director (sshasky@mcoe.org)
- Letter of recommendation from the Intern program, private school, or accredited school in another state or country attesting to the appropriateness of a placement in the Early Completion Program.
- Interview by the Early Completion Option committee
  - Interviews will be held on October 18
  - Schedule time for an interview with Program Secretary
  - Candidate will present evidence of exceptionality in all six of the California Standards for the Teaching Profession

Candidates approved for the Early Completion Option will demonstrate proficiency at the highest level of professionalism when completing all requirements of the Early Completion Option.

Per program discretion, multiple missed deadlines and/or meetings, failure to meet with the coach a minimum of 1 hours per week, and/or lack of response to program calls/emails may result in contact with administration and/or ECO status being revoked at which time the candidate will be required to participate in the two-year program.
# Merced County Office of Education
## Teacher Induction ~ Early Completion Option
### Application Form

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Date/Time of Observation Scheduled:</th>
</tr>
</thead>
</table>

### Previous Teaching Experience
How many years of previous teaching experience do you have? (Substitute and/or student teaching may NOT be counted.)

<table>
<thead>
<tr>
<th>Dates: (Start date to end date)</th>
<th>School(s)/District(s):</th>
<th>Teaching Assignment (Grade/Subj.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 From __________ to __________</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 From __________ to __________</td>
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<tr>
<td>3 From __________ to __________</td>
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</tbody>
</table>

Under what certification did you teach? (please include dates that you taught with each certification you mark)

- [ ] Internship - University: 
- [ ] Short Term Staff Permit - District: 
- [ ] Out of State/Country-Credential Type: 
- [ ] Private School Teacher-Credential Type: 
- [ ] Education Specialist Credential: 
- [ ] Other- Please Specify: 

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**Note:** Please fill out all required fields and submit the application to the Teacher Induction Office. Additional support and resources are available online at the Merced County Office of Education website.
Requirements for Application Submission

Check off each of the below boxes to ensure that each requirement has been met.

☐ Completed Application

☐ Letter from the Candidate explaining why you believe your practice is exceptional and why you should be considered for the Early Completion Option.

☐ Current Administrator Recommendation attesting to the appropriateness of your placement in the early completion option.
  - Ask your current site administrator to complete and email the Administrator Recommendation Form.  
  *Your administrator will email the completed form to the Teacher Induction Office. (sshasky@mcoe.org)*

☐ Letter of Recommendation form district HR department or Superintendent supporting Candidates application to the ECO program

☐ Letter of recommendation from the Intern Program, private school, or accredited school in another state or country attesting to the appropriateness of a placement in the Early Completion Program.

☐ Interview: Date and Time of Interview Scheduled ___________
  - Schedule an interview time with Program Secretary, Gayle Catuiza at (209) 381-6644. Please note that it is your responsibility to schedule the interview. Failure to schedule an interview by the application deadline, October 13th, will result in an incomplete application.

Once your application packet has been reviewed and your interview has been conducted, you will be notified if your application has been approved. You will be notified of your status by November 1st.

*Please be advised that if at any time during the program, if the candidate fails to consistently demonstrate that they have the knowledge, skills, abilities, professionalism and competencies required of all teacher candidates who complete the full-length program, approved status may be revoked.

Email completed application packet by October 13th to:  
Teacher Induction Program Coordinator Stacy Shasky sshasky@mcoe.org

Participating Teacher Signature: ___________________________  Date: __________

I understand and agree that my typed full name serves as my electronic signature.

Teacher Induction Staff Use Only

☐ This candidate has been approved to participate in the early completion option of MCOE Teacher Induction.

☐ This candidate has not been approved to participate in the early completion option of MCOE Teacher Induction due to the following reason(s):

Induction Staff:

Signature: ___________________________  Date: __________
Senate Bill 57 was designed to allow eligible individuals to complete Teacher Induction in one year rather than the full two years generally required to complete all requirements. This option is available to *experienced* and *exceptional* candidates. In order to be recommended for a clear credential, teachers must consistently demonstrate the knowledge, skills, abilities, professionalism and competencies required of all teacher candidates who complete the full induction program.

The following teacher is requesting the Early Completion Option:

<table>
<thead>
<tr>
<th>Candidate’s Name</th>
<th>School</th>
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</thead>
<tbody>
<tr>
<td>Administrator’s Name</td>
<td>Administrator Position</td>
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</table>

**Recent Evidence Required for Application Submission**

This form must be completed by the current site administrator.

Please mark the appropriate column that best describes this candidate’s skills and abilities. For each CSTP, *please describe recent evidence you’ve witnessed*. If you, the administrator, have any questions or concerns, please feel free to contact the MCOE Teacher Induction Program Coordinator Stacy Shasky at sshasky@mcoe.org or (209) 381-6629.

<table>
<thead>
<tr>
<th>California Standards for the Teaching Profession</th>
<th>Practice Not Consistent with Standard Expectation</th>
<th>Developing Beginning Practice</th>
<th>Maturing Beginning Practice</th>
<th>Experienced Practice that Exemplifies the Standard</th>
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</thead>
<tbody>
<tr>
<td>1. Engaging and Supporting All Students in Learning</td>
<td>☐</td>
<td>☐</td>
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<tr>
<td>Evidence Required (please describe recent evidence you’ve witnessed):</td>
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<tr>
<td>2. Creating and Maintaining Effective Environments for Student Learning</td>
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<tr>
<td>Evidence Required (please describe recent evidence you’ve witnessed):</td>
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<tr>
<td>3. Making Subject Matter Comprehensible to All Students</td>
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<td>☐</td>
<td>☐</td>
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<tr>
<td>Evidence Required (please describe recent evidence you’ve witnessed):</td>
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<tr>
<td>4. Planning Instruction and Designing Learning Experiences for All Students</td>
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<td>Evidence Required (please describe recent evidence you’ve witnessed):</td>
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<td>5. Assessing Students for Learning</td>
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<tr>
<td>Evidence Required (please describe recent evidence you’ve witnessed):</td>
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<td>6. Developing as a Professional Educator</td>
<td>☐</td>
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<td>☐</td>
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<tr>
<td>Evidence Required (please describe recent evidence you’ve witnessed):</td>
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<tr>
<td>RECOMMENDATION</td>
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<tr>
<td>☐ I <strong>recommend</strong> this candidate for the early completion option of MCOE Teacher Induction Program.</td>
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</tbody>
</table>
|  ☐ I **do NOT recommend** this candidate for the early completion option at this time.  
Please briefly explain why you do not recommend this candidate. |

<table>
<thead>
<tr>
<th>Signature of Recommending Administrator:</th>
<th>Date:</th>
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</thead>
<tbody>
<tr>
<td>I understand and agree that my typed full name serves as my electronic signature.</td>
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</tbody>
</table>

**Recommending Administrator to email completed Recommendation Form by October 13th to:**

**Teacher Induction Program Coordinator Stacy Shasky at sshasky@mcoe.org**

*Please be advised that if at any time during the program, the candidate fails to consistently demonstrate that they have the knowledge, skills, abilities, professionalism and competencies required of all teacher candidates who complete the full-length program, approved status may be revoked.*