**TK Teacher Qualification Determination Form**

Name :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Directions:** For use to evaluate the qualifications of credentialed employees to determine if he/she is qualified to teach TK. Keep this form in the employee's personnel file. Check all that apply, but only need meet one criterion section in order to be qualified:

**Hybrid Setting**

* The teacher was first assigned to a transitional kindergarten (TK) classroom before July 1, 2015 (attach documentation such as letter from previous employer).
* The teacher has at least 24 units in early childhood education or child development, or both (attach documentation such as college transcripts)
* Through evaluation, the school has determined and documented the teacher has professional experience in a classroom setting with preschool age children meeting that is comparable to the 24 units of education;
  + - The teacher has at least one year of classroom experience with preschool age children. Teaching experience must involve direct instruction and supervision of children in a preschool environment (attach documentation such as letter from previous employer)
    - With an interview panel of at least two interviewers knowledgeable of the needs of the position, the teacher demonstrates proficiency.

| Date of Interview: |  |
| --- | --- |
| Interviewers Names: |  |
|  |  |
|  |  |

* The teacher holds Child Development Teacher Permit, or an early childhood education specialist credential, issued from the Commission on Teacher Credentialing (CTC) Permit options: Child Development Teacher Permit, Child Development Master Teacher Permit, Child Development Site Supervisor Permit, or the Child Development Program Director

**School determination:**

* The teacher is qualified to teach TK in a hybrid setting.
* The teacher is not qualified to teach TK in a hybrid setting

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

HR Director Signature Date