



State of California
 Commission on Teacher Credentialing
 Certification Division
 1900 Capitol Avenue
 Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
 Website: www.ctc.ca.gov

VERIFICATION OF REQUIREMENTS For the Provisional Internship Permit

This form must be completed by the employing agency and submitted with each application for a Provisional Internship Permit.

Name of Applicant Barbara Shelton

SSN _____

Name of Employing Agency Santa Rosa City Schools

County/District/CDS Code 49-086

- Multiple Subject
- Single Subject - Specify subject(s): _____
- Education Specialist - Specify specialty area(s): Mild/Mod

By submitting this form, the employing agency named above verifies that items 1-6 have been completed.

1. A diligent search has been conducted for a suitable credentialed teacher or qualified intern teacher by the following methods and verification of such recruitment efforts is attached:

Required recruitment methods (provide photocopies of **all** of the following 3 methods):

- Distributed job announcements
- Contacted college or university placement centers
- Advertised on the Internet

Optional recruitment methods (in addition to the required methods above):

- Advertised in professional journals
- Attended job fairs in California
- Attended recruitment out-of-state
- Contacted California teacher recruitment centers
- Advertised in local/national newspapers
- Other (explain) _____

2. The permit holder will be provided orientation, guidance and assistance during the valid period of the permit
3. Public notice of intent to employ the applicant in the identified position has been given and meets the following criteria (check the box that applies):

- Public School District**
 Public notice was presented as an action item on the governing board agenda and acted upon favorably. A copy of the agenda item is attached.

(continued)

The agenda item included the applicant's name, assignment, including subject(s) grade level(s), school site, and a statement that the applicant will be employed on the basis of a Provisional Internship Permit.

County Offices of Education, Nonpublic Schools, Statewide Agencies, and Charter Schools

Public notice was posted at least 72 hours before the position was filled. A copy of the dated notice is attached.

Public notice included the applicant's name, assignment, including subject(s) grade level(s), school site, and a statement that the applicant will be employed on the basis of a Provisional Internship Permit.

Public notice included a signed statement from the superintendent or administrator confirming there were no objections to the issuance of the permit.

- 4. The permit holder will be provided assistance in developing a personalized plan through an agency-defined assessment that would lead to meeting subject matter competence related to the permit
- 5. The permit holder will be provided assistance to seek and enroll in subject matter training, such as workshops or seminars and site-based courses along with training in test-taking strategies and will assist the permit holder in meeting subject matter competence related to the permit
- 6. The candidate has been apprised of the steps required to earn a credential and enroll in an intern program

I understand that I must complete core academic area subject matter to enroll in an intern program for the Education Specialist Instruction Preliminary Credential (academic areas include art, English, foreign language, mathematics, music, science, social science, and multiple subjects)

Applicant Signature _____

Employing Agency Certification

This form must be signed by the District/County Superintendent, Personnel Administrator, NPS/NPA Administrator, or Designee.

I certify under penalty of perjury that the information provided on this form is true and correct.

Signature _____

Title _____

Date _____

RSP Teacher (9-12th Grade) at Maria Carrillo High School (1.00 FTE) #4107 at Santa Rosa City Schools



Job Information

Date Posted: 9/17/2023

Application Deadline: 10/8/2023 12:00 AM Pacific

Employment Type: Full Time

Length of Work Year: 11 Month Certificated Position for the 2023-2024 School Year.

Salary: \$69,401 - \$112,061 annual salary (Additional \$ 1,200 stipend for Masters/Doctorate)

Number Openings: (At time of posting) 1

Contact: Ida Woldesslassie

Email: iwoldesslassie@srcs.k12.ca.us

Phone:

Position Number: 3872

Location : Maria Carrillo High School

FTE or Hours: 1.00 FTE

Job Summary

Grade level: 9-12th

Additional other duties as assigned related to emergency, crisis and/or pandemic.

Requirements / Qualifications

Required:

- Education Specialist Mild/Moderate Credential

Desirable:

- Experience teaching Special Education preferred
- Excellent communication skills
- Organized, patient and team oriented

Must complete Mandated Reporter Training- School Personnel module after 07/01st and before first day of employment. When you apply for this position, you will receive an email attachment with the details of this training.

- Credential Copy (Copy of current California Credential)
- Letter(s) of Recommendation (2 recent letters of recommendation)
- Resume (Resume)

Comments and Other Information

CONSIDERED A DISASTER SERVICE WORKER AND/OR ESSENTIAL WORKER DURING EMERGENCY, CRISIS AND/OR PANDEMIC.

If you are eligible for an Intern Credential, (or are a credential candidate), you are encouraged to apply.

Applications must be fully completed in order to be considered.

The Santa Rosa City Schools District prohibits, at any district school or school activity, discrimination, harassment, including sexual harassment, intimidation, and bullying, based on actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or association with a person or group with one or more of these actual or perceived characteristics. This shall apply when applicable, to interns, volunteers, and job applicants. For questions, concerns or complaints, please contact District Equity and Title IX Compliance Officer: Vicki Zands, Assistant Superintendent Human Resources; 211 Ridgway Avenue, Santa Rosa, CA 95401; (707) 890-3800 Ext. 80602; rjackson@srcs.k12.ca.us