

CTE CREDENTIALS WEBINAR



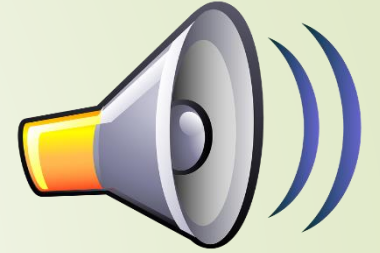
March 17, 2022



Presented by
Nancy Wagner



Online Meeting Norms



1. Please do not unmute yourself.

2. During Q & A segment, you may post in the Chat Room.

Other information...

This presentation will be recorded and posted on our website.



Target Outcomes

- ❖ Examine the qualifications for the Preliminary CTE Credential
- ❖ Discover how Single Subject Credential teachers may obtain a Preliminary CTE Credential
- ❖ Review the requirements for the Clear CTE Credential
- ❖ Become familiar with the CTE professional preparation coursework
- ❖ Explore how to use the LACOE-CTE Credential Services website





Why Do You Need To Understand CTE Credentials?

“If a teacher does not possess the appropriate CTE credential, the grantee cannot expend CTEIG or Perkins monies on this teacher’s program.”





**Los Angeles County
Office of Education**
Serving Students • Supporting Communities
Leading Educators

LACOE

Designated
Subjects
Credentials

**ADULT EDUCATION
CAREER TECHNICAL EDUCATION
SUPERVISION AND COORDINATION**



We Serve California!



Professional Preparation
Coursework Through
University of San Diego



Industry Experience = Teaching



Over 1200 Designated
Subjects Credentials
Processed Annually



Supervisors and Mentors
Provide Support For
Teacher Candidates



What Is A Preliminary CTE Credential?

- Teaching in middle school, high school, charter school, adult school, ROCP, or other training school
- Issued for three years; must apply for clear before expiration
- CTE subject authorization(s) based on industry work experience and background
- Subject authorizations for CTE = 15 industry sectors





CTE Subjects/Industry Sectors

Agriculture and Natural Resources	Arts, Media, and Entertainment	Building and Construction Trades	Business and Finance	Education, Child Development, and Family Services
Energy, Environment, and Utilities	Engineering and Architecture	Fashion and Interior Design	Health Science and Medical Technology	Hospitality, Tourism, and Recreation
Information and Communication Technologies	Manufacturing and Product Development	Marketing, Sales, and Services	Public Services	Transportation



What CTE Subjects May Be Taught?

- ❖ Allows teaching only specific CTE subject(s)
- ❖ Example: Fashion and Interior Design sector
- ❖ **Cosmetology versus Upholstering**
- ❖ Employer responsible for determining which CTE subjects
- ❖ **Some CTE subjects fall in different industry sectors**
- ❖ Example: Robotics
- ❖ **Warning!** CTC subjects not fully aligned with CTE MCS
- ❖ Example: Animation





How To Qualify For A Preliminary CTE Credential

OPTION 1

*3 years
industry
experience
(1000 hours
of paid or
unpaid
experience =
1 year)*

OPTION 2

*2 years
industry
experience
and
24 units in the
subject or
industry
certification*

OPTION 3

*1 year
industry
experience
and
48 units in the
subject or 24
units +
industry
certification*



Recency

At least one year of work experience within the last five years or two years within the last ten years

Also met with postsecondary vocational training *or* occupational internship *or* prior teaching experience



Work Experience Documentation

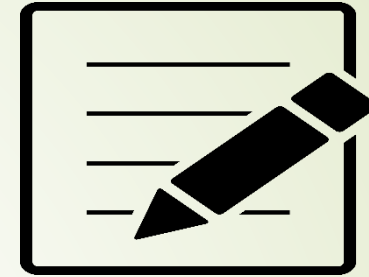
Document work experience on employer letterhead with original signature

Sample work experience letter in packet

Self-employed needs notarized letter
+ five documents



Other Requirements



- High school graduation *or* GED *or* college degree
- License (if applicable, i.e., nursing, cosmetology)
- Fingerprints/Live Scan
- Certificate of Clearance (apply at ctc.ca.gov and pay \$52.50 online)
- CTC 41-4
- LACOE information form and data survey
- Intent to complete clear credential requirements
- LACOE processing fee (\$100 money order or cashier's check)
- CTC fee paid online later (additional \$52.50 or \$102.50 if prior credentials held in CA)

Teachers With Single Subject Credentials (*in career technical subjects*)



These single subject credentials:	...Are allowed to teach courses in these industry sectors:
Agriculture Education AND Agriculture Specialist	<ul style="list-style-type: none"> ▪ Agriculture and Natural Resources
Business Education	<ul style="list-style-type: none"> ▪ Business and Finance ▪ Information and Communications Technologies ▪ Marketing, Sales, and Services
Home Economics	<ul style="list-style-type: none"> ▪ Education, Child Development, and Family Services ▪ Fashion and Interior Design ▪ Hospitality, Tourism, and Recreation
Industrial Arts	<ul style="list-style-type: none"> ▪ Building and Construction Trades ▪ Energy, Environment, and Utilities ▪ Engineering and Architecture ▪ Manufacturing and Product Development ▪ Transportation
Industrial Technology Education	<ul style="list-style-type: none"> ▪ Building and Construction Trades ▪ Energy, Environment, and Utilities ▪ Engineering and Architecture ▪ Information and Communications Technologies ▪ Manufacturing and Product Development ▪ Transportation



For Teachers With Single Subject Credentials (*in non-career technical subjects*)

May qualify for a CTE credential with:

- ✓ **Minimum** of 1 year of industry experience
(1000 hours of paid/unpaid experience = 1 year) +
- ✓ 24 semester units in the subject listed on the CTE credential or industry certification +
- ✓ Full time teaching – any subject for 1 year



What Happens After The Application?

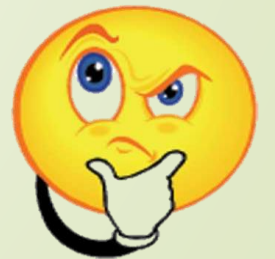
- *IF NEVER CREDENTIALLED PREVIOUSLY IN CA, MUST APPLY FOR CERTIFICATE OF CLEARANCE BEFORE APPLYING TO LACOE. GO TO CTC.CA.GOV AND APPLY ONLINE (FEE \$52.50).*
- Preliminary CTE Credential application to LACOE
- Applicant receives LACOE recommendation by email
- LACOE recommends to CTC
- CTC sends email from donotreply@ctc.ca.gov
- Follow CTC email directions to complete processing
- CTC approves credential (2-3 weeks)

Yay!



Teaching English Learners

- ❖ Preliminary CTE Credential does not include authorization to teach English Learners
- ❖ District must file a waiver each year with CTC
- ❖ Will be qualified when CTE credential is cleared
- ❖ Exception: Took SDAIE and received CCSD





Next Steps: Clearing the Preliminary CTE Credential

- Questions about the Preliminary CTE Credential application process?
- Post in the Chat Room now!





Requirements to Clear A Preliminary CTE Credential (Within Three Years)

- ❑ Completion of Early Orientation and Professional Preparation Coursework
- ❑ Two years (four semesters) of Teaching Experience after preliminary CTE credential issuance
- ❑ Two semesters of Supervisor Program Evaluations and Contact Logs
- ❑ Two semesters of Mentor Observations and Feedback Logs
- ❑ US Constitution (course or exam)
- ❑ CPR Certification (for Adult and Pediatric)





CTE Professional Preparation Coursework

University of San Diego
Professional & Continuing
Education
Online Courses

Classroom Management
Curriculum
Teaching English Learners
7 weeks – 3 semester credits

Teaching Portfolio
5 weeks – 2 semester credits

Health Education for Teachers
1 week – 1 semester credit

Four terms per year
Winter, Spring, Summer, Fall
Twice per term



CTE Professional Preparation Coursework

Course Sequence:

- ***Foundations of Classroom Management***
- ***Foundations of Curriculum***
- ***Teaching English Learners and Students with Special Needs***
- ***Teaching Portfolio***



Others if needed:

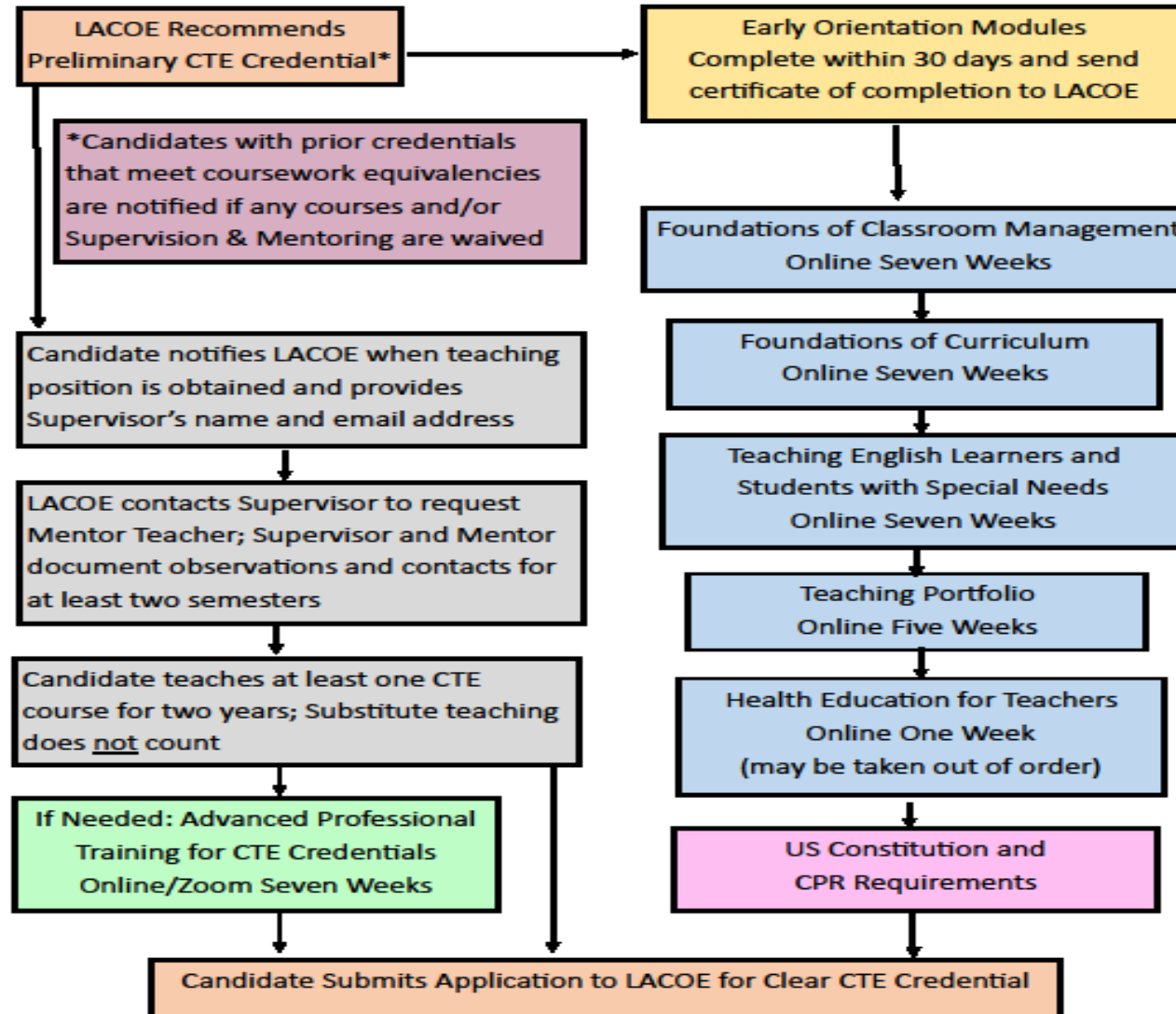
- ***Health Education for Teachers*** (may be taken concurrently)
- ***Advanced Professional Training for CTE Credentials***



Los Angeles County Office of Education
Designated Subjects Career Technical Education (CTE) Credential Program



Los Angeles County
Office of Education
Serving Students • Supporting Communities
Leading Educators





Clear CTE Credential Application

- Transcripts* for completed coursework
- Letter verifying two years (four semesters) of *Teaching Experience* after preliminary CTE credential issuance
- Two semesters of *Supervisor Program Evaluations and Contact Logs*
- Two semesters of *Mentor Observations and Feedback Logs*
- Transcript for *US Constitution* course or proof of exam
- CPR Certification (for Adult and Pediatric)
- LACOE \$100 fee, LACOE information and data forms, CTC 41-4 and professional fitness questions, copy of preliminary CTE credential
- LACOE recommends to CTC
- CTC sends email from donotreply@ctc.ca.gov
- Follow CTC email directions to complete payment and processing
- CTC approves credential (2-3 weeks)

APPLY NOW



Clear CTE Credential Renewal

- Clear CTE credential issued for five years
- Renew online with CTC for \$100
- English Learner authorization S17C:

Authorization/Subjects	
Authorization Code	Authorization Description
R4T	This credential authorizes the holder to teach in the subject or subjects listed in grades twelve and below and in classes organized primarily for adults, in career technical instruction courses.
R4T	This credential authorizes the holder to teach in the subject or subjects listed in grades twelve and below and in classes organized primarily for adults, in career technical instruction courses.
S17C	This document authorizes the holder to provide services to English learners in specially designed content instruction delivered in English in grades twelve and below and in classes organized primarily for adults, in career technical instruction courses.
Renewal Requirements	
Please disregard any # signs you may see below and refer to the "Additional Description" column to the right for specific renewal requirements.	
Renewal Code	Renewal Description
R20	To renew this credential, the holder needs to submit only an application and fee to the Commission no earlier than 12 months before the expiration date. The renewal period is five years.
Employment Restrictions	

Career Technical Education



Credentials



CTE Funding



Curriculum



CTE Resources



Apprenticeship
Information



11 Elements-
Best Practices



Video Library



College &
Career
Indicator

About Career Technical Education

Los Angeles County Office of Education – Career Technical Education (LACOE-CTE) provides CTE focused technical assistance, curriculum/professional development, and monitoring/documentation/reporting services to districts across Los Angeles county.

Career Technical Education provides courses that integrate technical training and academics to help students develop the knowledge and skills needed for transitioning to career training, post-secondary education and the workforce. This educational philosophy balances academics with real-world problem solving and relevance in 15 high-employing industry sectors.

The CTE program includes the CTE Model Curriculum Standards aligned with Common Core State Standards and Partnership for 21st Century Skills. Standards for Career Ready Practice describe workplace skills that are expected from graduating students.

For further information, please contact (562) 922-6850.



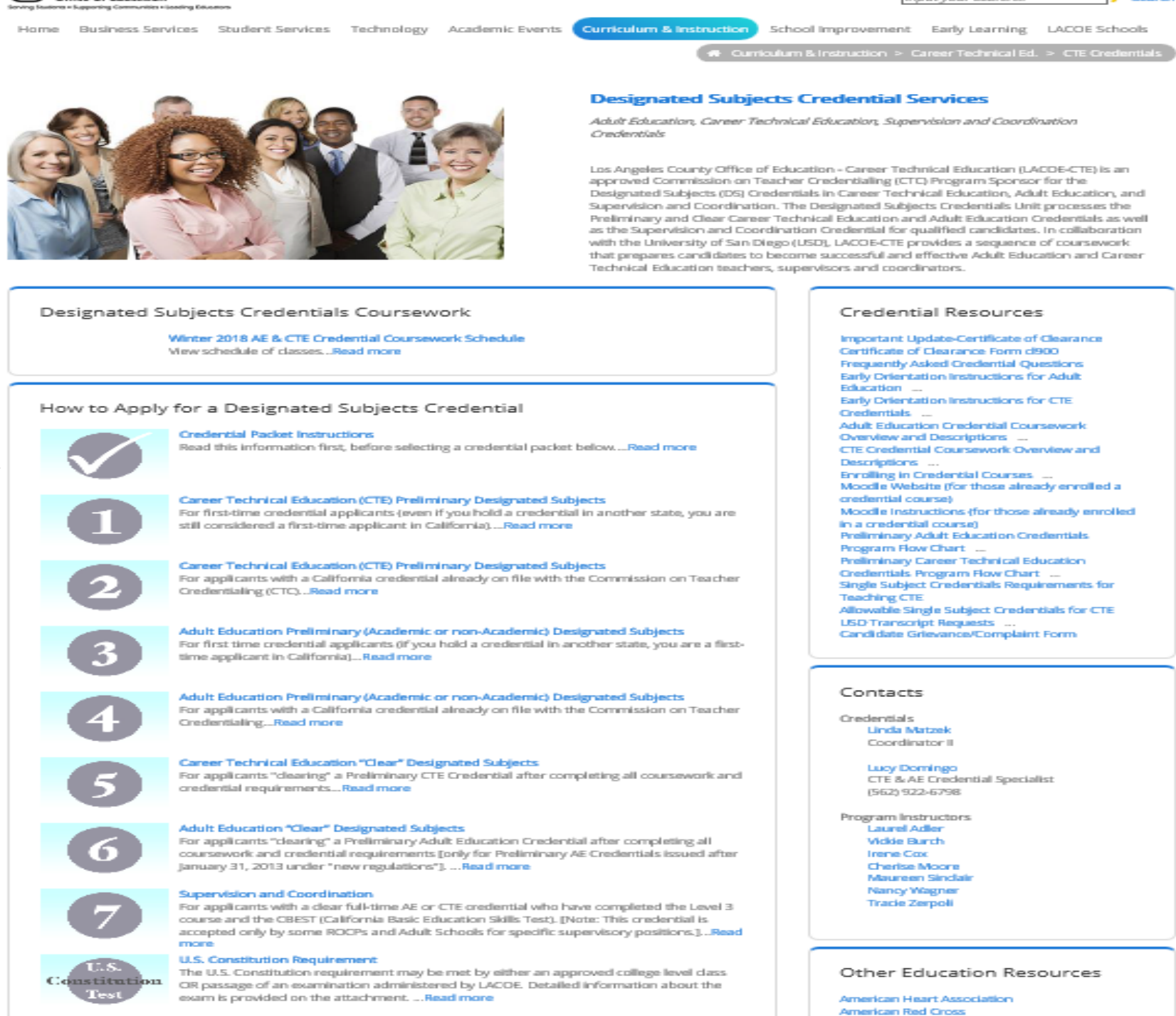
Credential Services

Credential Coursework

How to Apply

Contacts

Resources



Home Business Services Student Services Technology Academic Events **Curriculum & Instruction** School Improvement Early Learning LACOE Schools

Curriculum & Instruction > Career Technical Ed. > CTE Credentials

Designated Subjects Credential Services










Adult Education, Career Technical Education, Supervision and Coordination Credentials

Los Angeles County Office of Education - Career Technical Education (LACOE-CTE) is an approved Commission on Teacher Credentialing (CTC) Program Sponsor for the Designated Subjects (DS) Credentials in Career Technical Education, Adult Education, and Supervision and Coordination. The Designated Subjects Credentials Unit processes the Preliminary and Clear Career Technical Education and Adult Education Credentials as well as the Supervision and Coordination Credential for qualified candidates. In collaboration with the University of San Diego (USD), LACOE-CTE provides a sequence of coursework that prepares candidates to become successful and effective Adult Education and Career Technical Education teachers, supervisors and coordinators.

Designated Subjects Credentials Coursework

[Winter 2018 AE & CTE Credential Coursework Schedule](#)
View schedule of classes...[Read more](#)

How to Apply for a Designated Subjects Credential

-  **Credential Packet Instructions**
Read this information first, before selecting a credential packet below...[Read more](#)
-  **Career Technical Education (CTE) Preliminary Designated Subjects**
For first-time credential applicants (even if you hold a credential in another state, you are still considered a first-time applicant in California)...[Read more](#)
-  **Career Technical Education (CTE) Preliminary Designated Subjects**
For applicants with a California credential already on file with the Commission on Teacher Credentialing (CTC)...[Read more](#)
-  **Adult Education Preliminary (Academic or non-Academic) Designated Subjects**
For first time credential applicants (if you hold a credential in another state, you are a first-time applicant in California)...[Read more](#)
-  **Adult Education Preliminary (Academic or non-Academic) Designated Subjects**
For applicants with a California credential already on file with the Commission on Teacher Credentialing...[Read more](#)
-  **Career Technical Education "Clear" Designated Subjects**
For applicants "clearing" a Preliminary CTE Credential after completing all coursework and credential requirements...[Read more](#)
-  **Adult Education "Clear" Designated Subjects**
For applicants "clearing" a Preliminary Adult Education Credential after completing all coursework and credential requirements [only for Preliminary AE Credentials issued after January 31, 2013 under "new regulations"]...[Read more](#)
-  **Supervision and Coordination**
For applicants with a clear full-time AE or CTE credential who have completed the Level 3 course and the CBEST (California Basic Education Skills Test). [Note: This credential is accepted only by some ROCs and Adult Schools for specific supervisory positions.]...[Read more](#)
-  **U.S. Constitution Requirement**
The U.S. Constitution requirement may be met by either an approved college level class OR passage of an examination administered by LACOE. Detailed information about the exam is provided on the attachment. ...[Read more](#)

Credential Resources

- [Important Update-Certificate of Clearance](#)
- [Certificate of Clearance Form c900](#)
- [Frequently Asked Credential Questions](#)
- [Early Orientation Instructions for Adult Education](#) ...
- [Early Orientation Instructions for CTE Credentials](#) ...
- [Adult Education Credential Coursework Overview and Descriptions](#) ...
- [CTE Credential Coursework Overview and Descriptions](#) ...
- [Enrolling in Credential Courses](#) ...
- [Moodle Website \(for those already enrolled in a credential course\)](#)
- [Moodle Instructions \(for those already enrolled in a credential course\)](#)
- [Preliminary Adult Education Credentials Program Flow Chart](#) ...
- [Preliminary Career Technical Education Credentials Program Flow Chart](#) ...
- [Single Subject Credentials Requirements for Teaching CTE](#)
- [Allowable Single Subject Credentials for CTE](#)
- [USD Transcript Requests](#) ...
- [Candidate Grievance/Complaint Form](#)

Contacts

Credentials
[Linda Matzek](#)
Coordinator II

[Lucy Domingo](#)
CTE & AE Credential Specialist
(562) 922-6798

Program Instructors:
[Laurel Adler](#)
[Vickie Burch](#)
[Irene Cox](#)
[Cherise Moore](#)
[Maureen Sinclair](#)
[Nancy Wagner](#)
[Tracie Zerpoll](#)

Other Education Resources

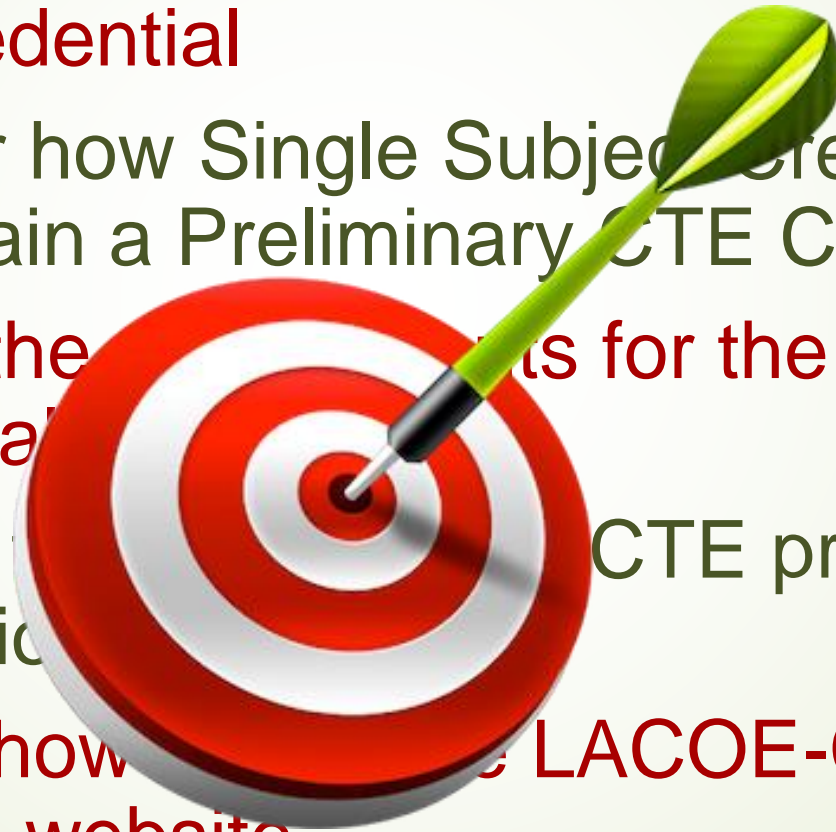
- [American Heart Association](#)
- [American Red Cross](#)





Were Target Outcomes Met?

- Examine the qualifications for the Preliminary CTE Credential
- Discover how Single Subject Credential teachers may obtain a Preliminary CTE Credential
- Review the requirements for the Clear CTE Credential
- Become a CTE professional preparator
- Explore how to use the LACOE-CTE Credential Services website





Other Questions?



- Contact Linda Matzek at matzek_linda@lacoed.edu or Lucy Domingo at domingo_lucy@lacoed.edu or Christina Fuentes at fuentes_christina@lacoed.edu
- Call 562-922-6798 or 562-922-6744 M-F 8:00am-5:00pm
- Feel free to email wagner_nancy@lacoed.edu any time!