

SECTION IV

HUMAN RESOURCES

REQUIREMENTS FOR NEW TEACHERS

In addition to the requirements listed on the Statement of Status of Eligibility issued by the Florida Department of Education, all new teachers with temporary teaching certificates must demonstrate professional education competence in order to obtain a Professional Educator's Certificate in Florida. *Miami-Dade County Public Schools (M-DCPS) documents each new teacher's competence using the Professional and Comprehensive Evaluation System (PACES) which has been correlated to the State's Educators Accomplished Practices.* In order to document the professional education competence for each new teacher, the following procedures must be followed:

Upon employment with M-DCPS, new teachers are sent a Professional Training Information form (FM-5730 09-02). This form, along with a copy of the teacher's transcript is returned to New Teacher Support (Mail Code 9316) within ten working days.

1. Educators graduating from a state-approved teacher preparation program within the state, or from another state and have two years of successful teaching experience and a certificate for the state the experience was acquired in, are eligible to meet the professional education competence requirement without submitting any additional documentation.
2. Educators not meeting the above criteria must submit to New Teacher Support, a copy of the PACES Annual Evaluation, documenting acceptable performance, upon the completion of the 180 days of employment. This process documents the new educator's professional education competence.

New Teacher Support offers the following assistance and support for all new educators:

- A. New Teacher Orientation is held each year prior to the opening of school to provide new teachers with necessary information on the Miami-Dade County Public Schools curriculum, instruction, assessment, classroom management, fringe benefits, certification and other important topics.
- B. All newly hired educators will be assigned a Professional Growth Team (PGT) consisting of a colleague teacher selected by the teacher, a second colleague teacher selected by the principal and an optional third colleague teacher selected by mutual agreement of the new teacher and the principal. The (PGT) will help guide

the new educator through the first year by providing assistance and by helping identify appropriate professional development activities.

- C. Inservice training specifically designed for new teachers is offered by Training and Development.
- D. On-site assistance and support are available to new educators by the staff of Training and Development.
- E. A monthly newsletter is disseminated to new teachers (The New Educator) and is available on the Internet at <http://pers.dadeschools.net/prodev/newed.htm>
- F. New teachers may ask questions or get support at http://pers.dadeschools.net/prodev/discussion_group.htm
- G. New Educator Support Team (NEST) comprised of staff from M-DCPS and United Teachers of Dade (UTD) are available to provide assistance and support to all new teachers.
- H. NEST includes an optional Saturday session component designed to provide assistance and mentoring.

School Board Rule #(s):

Contract Provision #(s):

Form #(s):

Administrative Directive(s)/Other:

Cross References:

FM-5730 (11-99)

FM-3190 (Rev. 09-97)

Section 1012.56 (5), Florida Statutes,
Rule 6A-5.065 F.A.C.