



TALENT ACQUISITION AND OPERATIONS, INSTRUCTIONAL

- OUT-OF-FIELD
  - Guide for Teachers
    - Gifted

# Topics

What Makes You Out-of-Field?

What Must You Do When Out-of-Field?

What About Involuntary Assignments?



# Gifted

Teachers assigned to teach a class where 100% of the students in the class have been identified with the Gifted characteristic OR teachers assigned to teach gifted content are required to hold the Gifted Endorsement in addition to subject area certification.

Teachers are identified as out-of-field for Gifted by the Innovative Programs Department based on the teacher assigned by the school as the teacher of record for gifted students as based on the student's education plan.

If you feel you have been mis-identified as out-of-field for Gifted please speak with your school. Your school will need to contact Zuzel Rodriguez in Innovative Learning to verify who the teacher of record is for providing gifted content.



## So.....What Does This All Mean?

- When you are assigned a student population (such as with Gifted) for which you do not hold appropriate certification

We compare required certification(s) for assignment against the current certification(s) you hold

**Match = in field**

**No match = out-of-field**



# What Must You Do?

## Training Requirements

Complete two courses (120 in-service points) each year

OR

document infield status via rubric

\*Yearly deadline is the end of April



# The Infield Rubric Option

Board Policy 4003.4 establishes the infield designation option for teachers out-of-field in specified subject areas.

Teachers may use the Infield Status Rubric to document experience in the subject area. A minimum of 100 points must be achieved with experience in the subject area and a classroom observation rating of effective or higher required. Additional points may be obtained in professional development (district in-service) and college coursework in the subject area. Do not fill in the points awarded on the rubric - when your rubric is received and evaluated, points will be notated on the form.

<https://www.browardschools.com/Page/47846>

[https://www.browardschools.com/cms/lib/FL01803656/Centricity/Domain/12647/Infield\\_Status\\_Rubric\\_Gifted\\_rev\\_fillable.pdf](https://www.browardschools.com/cms/lib/FL01803656/Centricity/Domain/12647/Infield_Status_Rubric_Gifted_rev_fillable.pdf)



# Satisfying Training Requirements is Important Because...

- ✓ It ensures high quality instruction
- ✓ It ensures adherence to state mandates
- ✓ It avoids financial penalties

## Important points (as required by the state):

- If you are assigned as oof you must be Board approved
- You are presented with and are requested to sign an OOF Agreement when newly identified as oof
- You are presented with an OOF Reminder each oof period thereafter after
- The parents of all your affected students must receive notification that you are oof
- You must complete the required training



# What About Involuntary Assignments?

- Defined as an assignment that places you OOF, is for one school year only, and for which you do not agree to complete mandated OOF training.
- Cannot be used for ESOL.
- Must indicate when acknowledging the OOF Notification (selected when newly reported as out-of-field).
- You are not responsible for satisfying OOF training requirements for the involuntary assignment; however, this means you may not be placed OOF in any area (unless you are in compliance with the mandated training for the oof area).





## General Notes/Reminders:

Any indication of out-of-field is based on what your location (or a previous location you were employed at) assigned you. If you feel you were mis-identified as out-of-field you must contact your location. Per Florida Statute 1012.42 and Florida Administrative Code 6A-1.0503, if you are assigned course(s) and/or a student population for which you are not appropriately certified you are required to be identified as out-of-field and required to complete training/obtain certification in the out-of-field subject area(s) regardless of the method you are providing instruction through (e.g. virtual or in-classroom) and regardless of whether you continue in the out-of-field assignment.

If you have completed all five Endorsement courses for Gifted you are still considered out-of-field (and are presented with an Out-of-Field Notice) until the subject area is added to your certificate.



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