

## INFIELD DESIGNATION RUBRIC

**(PLEASE REVIEW THE INFORMATION CONTAINED HERE BEFORE BEGINNING THIS PROCESS.)**

Board Policy 4003.4 establishes the infield designation option as a means for out-of-field teachers who hold a valid certificate from the FL Department of Education to satisfy their mandated training. (See *exclusions below*.)

The Infield Status rubric is used by staff to review your experience and training in the out-of-field area. We award points in the areas of documented experience, a classroom observation rating of effective or higher and completion of professional development and/or college coursework in the area. DO NOT fill in the points on the rubric. Just complete the top portion to include your name, PN and the subject area. Staff will complete the points awarded section.

Please review all the information provided below before submission of your rubric and documentation to the content expert.

- You must hold a valid FL educator's certificate to use this option.
- Creating lesson plans with integrity and respect for your position as an educator is fundamental. Take your time to ensure you are submitting your "best work."
- Lesson plans must be your original work and submitted on the specific template if one provided. Do not use lesson plans from district examples provided or from one of your colleagues.
- You must obtain your principal's signature before submitting the rubric and lesson plans to the content expert.
- It is highly recommended that you submit documentation to the content expert as early as possible to allow time for any needed remediation and/or if denied, you have sufficient time to satisfy mandated out-of-field training by another method by the deadline date of April 30.
- If the content expert requires remediation of the documentation you provided, you will only have one (1) opportunity to remedy; and you must have it done within five (5) business days. Failure to remediate within the provided timeline will result in you having to select an alternate method to satisfy mandated out of field requirements.
- If you receive approval, you cannot add the subject area to your Florida educator's certificate; however, your district records will no longer show you as out-of-field for that subject area for as long as you are employed with the district.

**Exclusions:** excludes Athletic Coaching, Autism Spectrum Disorder, Driver Education, ESOL, Orientation and Mobility, PreK Disabilities, Severe and Profound Disabilities, Reading, School Psychologist, School Social Worker, and Speech-Language Impaired

# TALENT ACQUISITION

**Infield Status Rubric**  
**Per Board Policy 4003.4**  
**Authority: F.S. 1012.42**

May not be used for the following subject/endorsement areas: Athletic Coaching, Autism Spectrum Disorder, Driver Education, ESOL, Orientation and Mobility, Prekindergarten Disabilities Handicapped, Profoundly Handicapped, Reading, School Psychologist, School Social Worker, and Speech-Language Impaired. *Gifted, must use Gifted Infield Status Rubric; Educational Media Specialist, must use Educational Media Specialist Rubric.*

Name: \_\_\_\_\_ Personnel# \_\_\_\_\_

Certification Subject Area to be Evaluated: \_\_\_\_\_

## Requirements:

Teacher must meet the following criteria: (NOTE: One subject area evaluation per form)

1. Hold a valid Florida Temporary or Professional Certificate in another subject content area, and
2. Document 100 points appropriate to the assigned subject content area as calculated below

| INFIELD SUBJECT<br>COMPETENCY CRITERIA                                                         | COMPETENCY CRITERIA DESCRIPTIONS                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | POINTS<br>AWARDED<br>(Leave Blank)   |
|------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| <b>(Mandatory)</b><br>Experience in the<br>subject area                                        | Successful teaching or occupational/agency experience in the subject within the last 8 years as evidenced by documentation that shows mastery in the subject area. The documentation must be submitted to the appropriate content area expert. This information can be found at <a href="https://www.browardschools.com/Page/47852">https://www.browardschools.com/Page/47852</a> .<br><br>10 points per school year<br>50 points maximum                                                                 |                                      |
| <b>(Mandatory)</b><br>Classroom observation<br>and performance<br>evaluation in the<br>subject | Classroom observation evaluation available at the time of completion of this form in the subject, conducted by the supervisor within the past year, using a state-approved performance assessment system. <b>DO NOT ATTACH ANYTHING FOR THIS SECTION. THE INFORMATION WILL BE OBTAINED BY TALENT ACQUISITION &amp; OPERATIONS BASED ON YOUR RATING IN IOBSERVATION.</b><br><br>An effective (or equivalent) evaluation equals 40 points<br>A highly effective (or equivalent) evaluation equals 50 points |                                      |
| <b>Approved professional<br/>development in the<br/>subject</b>                                | Professional development/PLCs in the designated content area through a Florida Master Inservice Program.<br><br>60 inservice points = 20 rubric points<br>80 rubric points maximum                                                                                                                                                                                                                                                                                                                        |                                      |
| <b>College level courses in<br/>the subject/education</b>                                      | College level course(s) in the subject area/education<br><br>3 semester hours equals 20 points<br>60 points maximum                                                                                                                                                                                                                                                                                                                                                                                       |                                      |
| <b>FOR WORLD<br/>LANGUAGES ONLY:</b>                                                           | <i>Only Requirement:</i> must have passed the district's approved World Languages Proficiency Screener in the applicable language (if one is available) with a passing proficiency score. If no screener available, cannot use Infield Designation.                                                                                                                                                                                                                                                       | <b>Exam Passed:</b><br>_____<br>Date |
| <b>TOTAL POINTS AWARDED:</b>                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                      |

Attach documentation for each competency criteria selected (unless otherwise noted) and submit completed packet with principal's signature and date to the appropriate subject matter expert. Principal is only acknowledging that they are aware of your submission and of the documentation submitted for approval.

Principal's Signature \_\_\_\_\_

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

Approved by Content Area Specialist \_\_\_\_\_

Date \_\_\_\_\_

TAO Office Use Only: Approved By \_\_\_\_\_ SAP Updated \_\_\_\_\_ Date \_\_\_\_\_