



SONOMA COUNTY OFFICE OF EDUCATION NORTH COAST SCHOOL OF EDUCATION



TEACH-OUT-POLICY

Sonoma County Office of Education intends to continue all credential programs as long as the program is deemed viable. Should a program not meet expectations and the decision is made to close a program, no new candidates will be enrolled and the organization will make every effort to honor the commitment to graduate all candidates remaining in the program.

In the event of closure, the following steps will be taken:

- All individuals will be notified as soon as possible, including employees operating the program, participants enrolled, district partners, partnering COE's and IHE's. All notifications will be in writing either in-person, email or mail. Notification will also be posted on the program website detailing expected closure date and outlining candidate completion process and process for obtaining records or transcripts. Should the closure of a program result in potential lay-offs, the program will follow the Sonoma County Office of Education established procedures.
- Candidates will be provided with individual records and remaining requirements for obtaining their specific clear credential recommendation.
- Candidates will receive a list of course offerings needed for program completion including a timeline in which the courses are offered.
- Should a candidate not be able to complete all required coursework, the individual will be provided with a list of approved programs in order to complete requirements.
- All records will be maintained as outlined by CTC requirements by the Sonoma County Office of Education.

NCSOE's Educator Preparation Programs

- "Be A Teacher" Intern Programs
- Teacher Induction Program
- Designated Subjects Adult Education Credential
- Designated Subjects Career Technical Education Credential
- Preliminary Administrative Services
- Clear Administrative Service Credential

Any questions regarding the Teach-Out-Policy may be sent directly to North Coast School of Education at ncsoe@scoe.org.