



# Teaching Permit for Statutory Leave Frequently Asked Questions

## APPLICANTS

**Q1. Does a Local Employing Agency (LEA) have to identify the specific assignment/classroom that the TPSL holder will be placed in prior to applying for the permit?**

No; an LEA does not need to have a specific statutory leave assignment in mind before applying for the TPSL. An LEA can request a TPSL for any qualified applicant to ensure that the LEA has a pool of permit holders available to serve in statutory leave assignments as they present themselves.

**Q2. Can an educator with a full teaching credential (preliminary or clear) apply for a TPSL to authorize them to serve in a long-term assignment outside of their credential authorization?**

Yes; nothing in the regulations precludes a fully credentialed teacher from holding a TPSL permit.

**Q3. Is there an option to request a waiver for the initial 45-hours of preparation that must be completed prior to requesting an educator's first TPSL permit?**

No, there is no option to waive the 45-hour preparation requirement for initial issuance. This preparation must be completed prior to requesting the initial permit.

**Q4. Does the TPSL expire on June 30 (at the end of that academic year), similar to the Short-Term Staff Permit (STSP)?**

No; the TPSL permit is valid for one full calendar year, regardless of the document's issuance date. This means that if an application is submitted with a requested issuance date of March 4, 2016, the TPSL permit would be valid until April 1, 2017.

**Q5. Can a TPSL permit holder cover an assignment for the entire school year?**

In theory, yes. If an LEA has a teacher of record whose statutory leave begins on the first day of school, and continues for the entire school year, then a TPSL permit holder would be able to continue to serve as the temporary teacher of record for the entire length of that leave, assuming their TPSL permit remains valid. However, the Commission anticipates that this scenario would be rare.

**Q6. If a TPSL holder wants to serve as a day-to-day substitute in between statutory leave assignments, do they have to apply for a separate Emergency 30-Day Substitute Teaching Permit?**

No; the TPSL regulations included modifications to section 80025.3(b), which adds the TPSL permit to the list of Commission-issued permits that authorize day-to-day substitute teaching (based on having a bachelor's degree and basic skills). A valid TPSL permit will authorize the same day-to-day substitute



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teaching in any classroom in any district within the county listed on the permit where the teacher of record is out of their classroom for any reason. Such substitute teaching will be held to the same 30-day limitation (or 20 days for special education classrooms) unless the teacher of record is out on an acceptable statutory leave.

### **Q7. For the required 45-hours of preparation, can an LEA accept coursework taken at a college or university requirement?**

The regulations for the required TPSL preparation do not put any constraints on what an LEA can consider as appropriate/equivalent preparation, other than to specify the required content and total number of hours needed. A college course may be used to meet some of the specific preparation requirements for the permit. LEAs are encouraged to keep records of and justification for an educator's TPSL preparation on file. For a college course, this might include the educator's official transcripts and a course description that details the specific content of the course that matched the content outlined in the TPSL regulations.

### **Q8. Do LEAs need to submit official transcripts, certificates of completion for preparation, or official letters to verify that the required preparation has been completed?**

No; documentation verifying an educator's TPSL preparation does not need to be submitted to the Commission with an application. An LEA need only submit a completed form CL-903 to verify preparation.