



**PULLMAN  
COMMUNITY  
MONTESSORI**

**PUBLIC  
FREE  
K-9**

Adopted **November x, 2023**

**Out of Endorsement Teaching Staff**

Title - Out of Endorsement Teaching Staff (Jones, Arden (Theo))

Resolution #: 11

Last Revised - 8/2023

Employee Start Date: August 2023 (2023-24 SY)

Pullman Community Montessori (PCM) acknowledges that Arden "Theo" Jones, hired as one of PCM's Instructional Assistants, will be considered "Out of Endorsement". Theo has an Idaho State Teaching credential that needs to be transferred to Washington State. As an Instructional Assistant, per PCM best practice, Theo is also required to submit for Emergency Substitute Certification. We believe Theo to be a highly qualified Instructional Assistant and prospective substitute. PCM's Head of School and Montessori Instructional Coach, as well as Theo's peers, will work alongside Theo, just like with other staff, to ensure that the resources, materials, and curriculum used all meet the standards of high quality teaching and learning, and are aligned with standards and expectations. The progress of the transfer of Theo's teaching credentials will be monitored by the Head of School and Montessori Instructional Coach and the board will be updated no less than annually on his progress.

Adopted and approved this \_\_\_\_\_ day of \_\_\_\_\_.

By: \_\_\_\_\_  
Board President or Designee

Attest: \_\_\_\_\_  
Head of School