



Policy
for Requesting and Assigning
a Student Teacher
to a Classroom and Faculty Member

Staffing Procedures

The following procedures apply to staffing decisions

1. A Teacher with 5+ years of experience and in good standing may request that a student teacher be assigned to their classroom.
2. All requests must be made through the Human Resources department at PCHS.
3. The Executive Director/Principal has final determination and complete discretion on
 - a. Number of student teaching candidates at PCHS during any semester
 - b. Placement of student teachers to a class, classroom or faculty member

In doing so, the EDP will take into account department, seniority and educational program needs.

4. Upon approval and placement of a student teaching candidate, the Human Resource office will
 - a. Complete an agreement with the candidate's credentialing University program
 - b. Have the candidate complete a PCHS application, DOJ background check, TB Assessment compliance as well as the child abuse awareness and blood borne pathogens training

Note: Follows similar protocol as the current Article IX-A – Assignments in the UTLA-PCHS agreement