

**CERTIFICATED PERSONNEL**Proficiency in Reading, Writing and Mathematics

The Office of Education will not initially employ any certificated person on a permanent, temporary or substitute basis unless that person has demonstrated basic skills proficiency as required under Education Code 44252.5. Exemptions from this requirement shall be governed by provisions of Section 44830 and 44252.6.

Certificated persons who have not held a position requiring certification within 39 months of employment and who have not taken the state basic skills proficiency test may be hired as temporary employees, provided they pass a basic skills proficiency test developed and administered by the Office of Education. Such employees shall subsequently take the state test within one year of employment. (Education Code 44830)

Persons holding a designated subject special subjects credential or vocational designated subject credential shall not be required to take the state basic skills proficiency test as a condition of employment unless the specific credential requires the possession of a baccalaureate degree. Such persons shall be required to take an office proficiency test based on criteria established by the County Office of Education for these credentials.

Persons holding a designated subject special subjects credential or a vocational designated subject credential may be charged a fee to take the Office of Education proficiency test.

*Legal reference:*

## EDUCATION CODE

44830 Employment of certificated persons

44252 Issuance and renewal of credentials

44252.5 State basic skills proficiency test

44252.6 CSET: Multiple Subjects; assessment of basic skills

Policy

Adopted: October 21, 1987

Revised: October 2, 1991

Revised: January 14, 2009

**Humboldt County Office of Education**  
Eureka, California