

**SAN DIEGO UNIFIED SCHOOL DISTRICT**

**Date:** September 1, 2016

**To:** Elementary and Secondary School Principals

**Subject:** GIFTED AND TALENTED EDUCATION TEACHER CERTIFICATION APPLICATION

**Department and/or Persons Concerned:** Elementary and Secondary Teachers Requesting Gifted and Talented Education (GATE) Certification

**Due Date:** September 21, 2016

**Reference:** California Code of Regulations Title 5, 3831, Article 7

**Action Requested:** Announce to faculty and post circular. Duplicate applications (Attachment 1) for interested candidates for Fall Semester.

**Brief Explanation:**

California Code of Regulations Title 5, 3831, Article 7 stipulates that all elementary and secondary teachers with a major assignment in the area of gifted education must demonstrate knowledge of appropriate characteristics and skills in this field.

San Diego Unified School District requires GATE certification for **all** GATE Seminar and GATE Cluster teachers. Any teacher with an assignment that requires certification must either hold a GATE certificate, have a waiver (see Attachment 2) on file at the GATE Office and/or have a current application for a certification class on file when he/she begins the assignment. Teachers receive GATE certification by complying with one of the following: a San Diego Unified School District GATE certificate, a graduate certificate in gifted education from an accredited university, or a master's degree in gifted education. Teachers who have earned a graduate certification in gifted education from an accredited university or a master's degree in gifted education must submit the course description and a copy of the certificate or a copy of their master's degree to the GATE Office.

GATE certification for the 2016-2017 school year will *first be available to any teachers who needs to complete their GATE certification*. If there is space available, any qualified teacher may enroll in either Semester 1-Tier I classes or Semester 2-Tier I classes. Over the two semesters, each major section will be limited to 80 participants. Priority enrollment will be given to teachers assigned to a GATE class. Teachers who have not been previously GATE certified will have first priority.

Please register for GATE certification classes on SDUSD ERO website. Attendance at the initial face to face class at Ballard Center and a check for the \$200.00 fee are required. Site funds may be used to pay the \$200.00 fee. The Expense/Budget Transfer Form is attached (Attachment 3).

Questions about the GATE certification process may be directed to the GATE Office at 858-203-4809.

**Sessions scheduled for 2016-2017**

**Fall semester date:**

**Tier I** – This class will be conducted predominantly online. There will be one mandatory face-to-face class in conjunction with the online classes. The class will meet at Ballard Center Auditorium on Monday, September 26, from 4:00 – 5:00 p.m.

**Spring semester date:**

**Tier 1** – This class will be conducted predominantly online. There will be one mandatory face-to-face class in conjunction with the online classes. The class will meet at Ballard Center Auditorium on Wednesday, February 1, from 4:00 – 5:00 p.m.

**Professional Activities:** In order to complete GATE Teacher Certification, attendance at a GATE or related conference (e.g., ASDEG-Association of San Diego Educators of the Gifted, CAG-California Association for the Gifted, etc.). Distinguished Lecture Series or other GATE professional development totaling 6 hours is required.

**Each applicant must register for the face-to-face class on ERO.**

Teachers accepted for GATE certification classes also have the opportunity for salary advancement. Applicants pay \$75.00 for three (3) units of SDUSD salary advancement credit.

APPROVED:



Jim Solo  
Executive Director  
Office of Leadership and Learning

Attachments (3)

Distribution: Lists A, D, E, and F

**2016-17 GATE Certification Tier 1 – Fall Session**

**REGISTRATION**

| <b>Personal Information</b> |              |      |
|-----------------------------|--------------|------|
| Name:                       | Employee ID: |      |
| School:                     |              |      |
| Home Street Address:        |              |      |
| City:                       | State: CA    | Zip: |
| Phone:                      |              |      |
| Email Address:              |              |      |

I understand that to become GATE certified in the San Diego Unified School District, I must complete the following:

1-Take and pass the SDSU GATE Certification Tier 1 Course.

2-Complete 6 hours of supplemental professional development in addition to the course. The GATE Office will announce GATE Professional Development opportunities through SDUSD Newslines, the GATE Website, Staff Portal, and ERO.

3-Apply for District GATE Certification by May 19, 2017, by emailing the following to: [criticalthinking@mail.sdsu.edu](mailto:criticalthinking@mail.sdsu.edu):

- Application for Board of Education Approval of GATE Certification.
- Proof of attendance of supplemental GATE professional development activities

The course fee is \$200.00. Checks should be made payable to San Diego Unified School District (SDUSD)/GATE.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date





**Budget/Expense Transfer Request  
FY 2016-2017**

School: \_\_\_\_\_

Date: \_\_\_\_\_

Type of Transfer: Budget

Reason for Transfer: Please transfer the amount as listed below to pay for GATE Certification course.

I authorize the Budget Department to transfer expenditures/budgets as listed above. I certify these expenditures/budgets are appropriate to transfer into the resources listed.

Required Signature:

\_\_\_\_\_  
Principal's Signature

From:

| Dept | Resource | BdRf | Account | Program | Class | Fund | Ext | Amount | Teacher's Name |
|------|----------|------|---------|---------|-------|------|-----|--------|----------------|
|      |          |      |         |         |       |      |     |        |                |
|      |          |      |         |         |       |      |     |        |                |

To:

| Dept | Resource | BdRf | Account | Program | Class | Fund  | Ext  | Amount   | Teacher's Name |
|------|----------|------|---------|---------|-------|-------|------|----------|----------------|
| 5370 | 08000    | 00   | 5100    | 1000    | 1110  | 01000 | 0000 | \$200.00 |                |
|      |          |      |         |         |       |       |      |          |                |

Return this form to

April Dorman  
[adorman@sandi.net](mailto:adorman@sandi.net)

or mail to: GATE Office, Hawthorne  
 Elementary School, Conference Room 2