Revised September 8, 2014

\* Consult the Certification Guide for Highly Qualified Teacher information

♦ Identifies classes acceptable for STEM

#### TEACHING ASSIGNMENT INSTRUCTIONS

SELECT THE CLASS PROPERTIES

AVID (ADVANCEMENT VIA INDIVIDUAL DETERMINATION)

SUBJECT CODE  $Lab \ (\text{not learning lab or resource room})$ 

TOTAL SECTIONS (SELF-CONTAINED IS 1 SECTION) ADJUNCT (THIS CERTIFIED TEACHER IS ADJUNCTING THIS SUBJECT) UNITS (NUMBER OF HIGH SCHOOL CREDITS GIVEN) PRE-AP

SEMESTERS HEAD START SCHEDULE TYPE (TRADITIONAL OR BLOCK) HONORS

GIFTED & TALENTED TITLE I

**SELECT A CLASS TYPE:** 

SINGLE GRADE MULTIPLE GRADE

**SELECT A CLASS CATEGORY:** 

GENERAL C3 CONCEPTS DO NOT TRANSCRIPT CONCEPTS,

SELF-CONTAINED C3 Basics

ALTERNATIVE PROGRAM NONTEACHING ASSIGNMENT

ALTERNATIVE ACADEMY

**CHOOSE THE GRADE:** 

PRE KINDERGARTEN TRANSITIONAL SECOND GRADE

TRANSITIONAL KINDERGARTEN SECOND GRADE

TRANSITIONAL THIRD GRADE KINDERGARTEN

TRANSITIONAL FIRST GRADE THIRD GRADE FIRST GRADE TRANSITIONAL FOURTH GRADE

COMPLETE THE ENTRIES

SELF CONTAINED 7 AND 8 GRADE TEACHERS MUST BE MIDDLE LEVEL MATH CERTIFIED AND BE HQT

FOURTH GRADE SEVENTH GRADE FIFTH GRADE

SIXTH GRADE

EIGHTH GRADE

**CO-TEACHERS:** 

ENTER THE SIX DIGIT TEACHER CERTIFICATION NUMBER

CO-TEACHER TYPE: ALTERNATIVE EDUCATION; GIFTED & TALENTED; TITLE I; EARLY CHILDHOOD; GENERAL EDUCATION:

SPECIAL EDUCATION

COMPLETE THE ENTRIES

**TEACHER AIDES:** 

HIGHLIGHT THE ASSISTANT'S NAME

SELECT THE TEACHER AIDE TYPE

IF THE NAME IS NOT ON THE LIST CONTACT SCHOOL PERSONNEL RECORDS.

IF THE ASSISTANT IS A VOLUNTEER, ENTER THEIR NAME IN THE "VOLUNTEER" BOX.

**DISTANCE LEARNING:** 

SELECT THE TECHNOLOGY TYPE.

ENTER THE NAME OF THE SENDER/RECEIVER

SELECT THE SENDER TYPE

ENTER THE NAME OF THE PERSON MONITORING THE CLASS.

Revised September 8, 2014

\* Consult the Certification Guide for Highly Qualified Teacher information

♦ <u>Identifies classes acceptable for STEM</u>

SELF-CONTAINED GRADE CODES	SELF-CONTAINED GRADE CODES CON'T 1055* FIFTH GRADE	ENGLISH AS A SECOND LANGUAGE 1313 ENGLISH AS A SECOND LANGUAGE
1012* PRE-K (HALF DAY)	1056* Sixth Grade	1313 ENGLISH AS A SECOND LANGUAGE
1013* PRE-K (Full Day)	1057* SEVENTH GRADE	FAMILY AND CONSUMER SCIENCE
1121* TRANSITIONAL KINDERGARTEN(HALFDAY)	1058* EIGHTH GRADE	1165 FAMILY AND CONSUMER SCIENCE
1122* Transitional Kindergarten(fullday)	1036 LIGHTH GRADE	1167 LIFE MANAGEMENT
1023* KINDERGARTEN (HALF DAY)		1168 TEEN ECOLOGY
1024* KINDERGARTEN (FULL DAY)	SUBJECT CODES	1169 Personal Development
1151* TRANSITIONAL FIRST GRADE(K TO 1)		1109 TERSONAL DEVELOPMENT
1051* FIRST GRADE	A CINCULTURE ORDERVE A TWO	FINE ARTS
1152* TRANSITIONAL SECOND GRADE(1TO 2)	AGRICULTURE ORIENTATION 1231 AGRICULTURE ORIENTATION	1173* ART
1052* SECOND GRADE	1231 AGRICULTURE ORIENTATION 1233 GENERAL AGRICULTURE	1183* GENERAL MUSIC
1153* Transitional Third Grade(2 to 3)	1233 GENERAL AGRICULTURE	1184* MUSIC APPRECIATION
1053* THIRD GRADE	CAREERS/EXPLORATION	1186 DANCE
1154* Transitional Fourth Grade(3 to 4)	1354 CAREERS/EXPLORATION	1187* VOCAL MUSIC
1054* FOURTH GRADE	1334 CAREERS/ LAFLORATION	1189 DRAMA (NOT FOR HIGH SCHOOL CREDIT)
	COMPUTER/TECHNOLOGY EDUCATION	4019 DRAMA I (FOR HIGH SCHOOL CREDIT)
	1324 COMPUTER/TECHNICAL ED	1195* BAND
	1324 COMI OTEM TECHNICAL LD	1196* MUSIC HISTORY
HEALTH/NUTRITION	SOCIAL STUDIES	ADDITIONAL SUBJECT CODES
1343 HEALTH/NUTRITION♦	2303* CIVICS	1383 LEAP — GRADES 5-8
	2304* SOCIAL STUDIES	(Leadership Education
HUMANITIES	2315* WORLD STUDIES	ACHIEVEMENT PROGRAM)
1207 Humanities	2316* GEOGRAPHY	1384 ACADEMIC ACHIEVEMENT
	(NOT FOR HIGH SCHOOL CREDIT)	1385 CHARACTER EDUCATION
KEYBOARDING	5530* GEOGRAPHY	1386 COMMUNICATION SKILLS
1335 KEYBOARDING	(FOR HIGH SCHOOL CREDIT)	1387 ACADEMIC TEAM
	2325* UNITED STATES HISTORY	Too, Trombanie Tanni
LANGUAGE ARTS	(NOT FOR HIGH SCHOOL CREDIT)	
1114* LANGUAGE ARTS	5410* UNITED STATES HISTORY	DO NOT USE THESE SUBJECT
1115* SPELLING/VOCABULARY	(FOR HIGH SCHOOL CREDIT)	CODES WITH FINANCE.
1116* TITLE I LANGUAGE ARTS	2357* HISTORY OF RELIGION	
	2367* OKLAHOMA HISTORY	NONTEACHING ASSIGNMENTS
	(NOT FOR HIGH SCHOOL CREDIT)	
LIBRARY SCIENCE	5615* OKLAHOMA HISTORY	1910 In-school Suspension
1145 LIBRARY SCIENCE	(FOR HIGH SCHOOL CREDIT ONLY)	1920 COUNSELOR
	( 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	1930 Librarian
<u>MATHEMATICS</u>	SPEECH (NOT SPEECH THERAPY)	1940 Nurse
2204* Mathematics♦	1125 SPEECH (NOT FOR HIGH SCHOOL CREDIT)	1950 Superintendent
2217* Pre Algebra♦	4221 SPEECH I (FOR HIGH SCHOOL CREDIT)	1951 Principal/Nonteaching
2227* Algebra I ♦	, , , , , , , , , , , , , , , , , , ,	1952 Principal/Teaching
( <u>NOT</u> FOR HIGH SCHOOL CREDIT)	TECHNOLOGY EDUCATION/ INDUSTRIAL ARTS	1953 DIRECTOR/COORDINATOR
4411* ALGEBRA I♦ (FOR HIGH SCHOOL	1224 TECHNOLOGY EDUCATION/	1954 Instructional Coach
CREDIT)	Industrial Arts	1955 ATHLETIC DIRECTOR
4530* Geometry♦ (for high school		1956 Dean of Students
CREDIT)	WORLD LANGUAGES	1960 PSYCHOLOGIST
2230* Geometry◆		1970 SPEECH PATHOLOGIST
( <u>NOT</u> FOR HIGH SCHOOL CREDIT)	IF GIVEN FOR HIGH SCHOOL CREDIT	(Masters Degree)
2231* TITLE 1 MATH	USE THE HIGH SCHOOL SUBJECT CODES.	1973 SPEECH PATHOLOGIST
2232* Combined Geometry◆		(BACHELORS DEGREE)
( <u>NOT</u> FOR HIGH SCHOOL CREDIT)	2122* French	1971 OCCUPATIONAL THERAPY
4520* Combined Geometry ◆	2127* Italian	1972 PHYSICAL THERAPY
(FOR HIGH SCHOOL CREDIT)	2132* Spanish	1980 PSYCHOMETRIST
2234* ACE MATH REMEDIATION	2142* German	
	2147* Japanese	TITLE I
NEWSPAPER/YEARBOOK	2152* Latin	
1155 Newspaper/Yearbook	2162* Russian	RESOURCE TEACHERS MUST BE HQT
	2172* Chinese	
PERSONAL FINANCIAL LITERACY	2182 NATIVE AMERICAN LANGUAGE	1388* TITLE I RESOURCE TEACHER
1451 Personal Financial Literacy	(*Teacher must be Highly	
	QUALIFIED IF GIVEN FOR FOREIGN	THESE TEACHERS MUST HAVE STUDENT
i e e e e e e e e e e e e e e e e e e e		·

Revised September 8, 2014

\* Consult the Certification Guide for Highly Qualified Teacher information

♦ <u>Identifies classes acceptable for STEM</u>

PHYSICAL EDUCATION		LANGUAGE CREDIT)	COUNTS AND ARE NOT THE TEACHER OF
1363 PHYSICAL EDUCATION	2192	AMERICAN SIGN LANGUAGE	RECORD.
1370 COMPETITIVE ATHLETICS		(*TEACHER MUST BE HIGHLY	
READING		QUALIFIED IF GIVEN FOR FOREIGN LANGUAGE CREDIT)	IF THE TITLE I TEACHER IS THE TEACHER
1132* READING		LANGUAGE CREDIT)	OR RECORD SELECT SUBJECT MATTER FOR THE TEACHING ASSIGNMENT.
1134* ACE REMEDIATION READING			
1139* TITLE I READING			THESE INSTRUCTIONAL COACHES  MUST BE HIGHLY QUALIFIED
SCIENCE			MOOT DE MONEY QUINNIED
2254* GENERAL SCIENCE♦			1138* TITLE I READING INSTRUCTIONAL
2266* EARTH SCIENCE ♦			COACH
2276* Life Science♦			2213* TITLE I MATH INSTRUCTIONAL COACH
2286* Physical Science♦			
			INSTRUCTIONAL COACHES ARE TEACHER TRAINERS AND DO NOT HAVE STUDENT COUNTS.

Revised September 8, 2014

\* Consult the Certification Guide for Highly Qualified Teacher information

♦ Identifies classes acceptable for STEM