

**PQ – In-Field Resources & FY21 Resources
February 2, 2021 Q & A**

- 1) Is the Clearance certificate required for a long-term substitute teacher working in a vacant position or is it also required for a substitute who is substituting for a teacher who is out on medical leave or both?**
Clearance certificates are only required for long-term substitutes who teach forty-six (46) or more consecutive days in a school year.
- 2) Do all substitutes have to have a clearance certificate even if they are not in a long-term position?**
No, substitutes must have a clearance certificate only if they are long-term substitutes who teach forty-six (46) or more consecutive days in a school year.
- 3) Do the substitutes need to have a clearance certificate if we do a background check?**
The only substitutes that must have a clearance certificate are long-term substitutes who teach forty-six (46) or more consecutive days in a school year.
- 4) Do substitutes filling non-vacant positions need a Clearance certificate?**
No, clearance certificates are only required for long-term substitutes who teach forty-six (46) or more consecutive days in a school year.
- 5) Do all substitutes have to hold a Clearance Certificate?**
No, substitutes must have a clearance certificate only if they are long-term substitutes who teach forty-six (46) or more consecutive days in a school year.
- 6) In the future, will the Sample Parent Notification Letters be provided in languages other than English and Spanish?**
We currently only have the notifications in English and Spanish. There may be additional languages added but not in the near future.
- 7) How do you look for only out of field educators? Do you choose Out of Field and All or Subject to In-field Rules?**
Selecting out of field for content and out of field for service will provide a list of all the teachers that are out of field. Selecting out of field for content and in-field for service will provide a list of all teachers that are out of field in content but in-field for service and vice versa. Please contact Karen Cliett at kcliett@doe.k12.ga.us for additional information.
- 8) Does the FY21 portal reflect the October Data Collections submission?**
The In-Field portal that opened on January 29, 2021 reflects the Data Collections data from October 2020 and the most updated GaPSC certification data.
- 9) Is it possible to open the reporting window for CPI earlier?**
Data Collections sets the window for CPI collections and would be able to provide additional information on this request.

10) What is the difference between the content status and the services status on the In-Field portal?

The In-Field portal content status aligns to the content a teacher is teaching (ELA, math, Science, Social Studies, Reading, etc.). The service status aligns with the service (gifted, ESOL, EIP, or Special Education) the teacher is providing.