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Board Cover Memorandum

To Board of Education

From Denise G. Saddler, EdD, Interim Superintendent
Tara Gard, Chief of Talent

Meeting Date October 8, 2025

Subject Application for Provisional Internship Permit – California Commission on Teacher Credentialing – Named Employees for School Year 2025-2026

Action Requested Approval by the Board of Education of Resolution No. 2526-0060 - Application for Provisional Internship Permit – California Commission on Teacher Credentialing – Named Employees for School Year 2025-2026:

1. Alberto Victorica, 6th-8th grade Social Science Teacher, United for Success;
2. Melissa Espinoza-Garnica, K-5th grade Teacher, Encompass Elementary School;
3. Reginald Figgs, 9th-12th grade Social Science Teacher, Oakland High School;
4. Curtis Haggins, K-12th grade Mild/Moderate Support Needs Teacher, Special Education Department;
5. Caitlyn Dunn, 6th-8th grade Social Science Teacher, Claremont Middle School;
6. Zoe Segura, K-5th grade Art Teacher, Grass Valley Elementary School;
7. Brittany Taylor-Vernon, K-5th Multiple Subject Teacher, Montclair Elementary School;
8. Guadalupe Figueroa, K-5th grade Multiple Subject Teacher, Lockwood STEAM Elementary School;
9. Henry Windle, K-5th grade Art Teacher, Redwood Heights Elementary School;
10. Nezhiah Nesbeth, K-5th grade Multiple Subject Teacher, Piedmont Ave. Elementary School;
11. Tracy Reese, K-5th grade Multiple Subject Teacher, Markham Elementary School; and
12. Ma Loudres Villarin, Early Childhood Education Extensive Support Needs Teacher, Burbank State Preschool CDC.

Background

According to Title 5 Sections 80021-80021.1, the Provisional Internship Permit (PIP) was created in response to the phasing out of emergency permits and became effective on July 1, 2005. It allows an employing agency to hire an individual who has not yet met the subject matter competence requirement needed to enter an internship program. Prior to requesting a PIP, the employing agency must verify that a diligent search has been made, and a fully credentialed teacher cannot be found.

The PIP is only available at the request of an employing agency. Individuals may not apply directly to the Commission for this document. Holders of the PIP are restricted to service with the employing agency requesting the permit. An employing agency is defined as a California public school district, county office of education, non-public school, charter school, or statewide agency.

The PIP is available in the areas of Multiple Subject, Single Subject, and Education Specialist. Individuals who were issued four or fewer emergency permits may be issued one PIP if the employer requirements have been met. Individuals who were issued five emergency permits do not qualify for the PIP.

Discussion

The Board of Education, exercising the power of the Governing Board, may approve an application seeking a Provisional Internship Permit from the Commission on Teacher Credentialing, as may be necessary for certain certificated employees of the district so they may work in the district for the 2025-2026 school year, as follows:

The current request for the 2025-2026 school year, a Provisional Internship Permit is being sought for the following employees:

1. Alberto Victorica graduated from Occidental College with a bachelor's in Spanish studies. This Provisional Intern Permit will allow candidate time to complete the CSET exam and enroll in a University Intern Single Subject program.
2. Melissa Espinoza-Garnica graduated from Santa Clara University with a bachelor's in communication. The Provisional Internship Permit will allow candidate time to complete the CSET Exams and the requirements for a University Intern Multiple Subject programs.
3. Reginald Figgs graduated from Southern New Hampshire University with a bachelor's in general studies. This Provisional Intern Permit will allow candidate time to complete the CSET exam and enroll in a University Intern Single Subject program.
4. Curtis Haggins graduated from Western Illinois University with a bachelor's in general studies. This Provisional Intern Permit will

allow candidate time to complete the CSET exam and enroll in a University Intern Education Specialist program.

5. Caitlyn Dunn graduated from The University of Texas At Austin with a Bachelor's in Nutrition: Nutritional Science. This Provisional Intern Permit will allow candidate time to complete the CSET exam and enroll in a University Intern Single Subject program.
6. Zoe Segura graduated from California College of the Arts with a Bachelor's in Sculpture. This Provisional Intern Permit will allow candidate time to complete the CSET exam and enroll in a University Intern Single Subject program.
7. Brittany Taylor-Vernon graduated from Santa Clara University with a Bachelors in English. The Provisional Internship Permit will allow candidate time to complete the CSET Exams and the requirements for a University Intern Multiple Subject programs.
8. Guadalupe Figueroa graduated from University of California, Irvine with a bachelor's in political science. This Provisional Intern Permit will allow candidate time to complete the CSET exam and enroll in a University Intern Multiple Subject programs.
9. Henry Windle graduated from University of California, Santa Barbara with a Bachelor's in Geography. This Provisional Intern Permit will allow candidate time to complete the CSET exam and enroll in a University Intern Single Subject program.
10. Nezhiah Nesbeth graduated from University of California, Berkeley with a Bachelor's in Rhetoric. This Provisional Intern Permit will allow candidate time to complete the CSET exam and enroll in a University Intern Multiple Subject programs.
11. Tracy Reese graduated from California State University, East Bay with a Bachelor's in Biochemistry. This Provisional Intern Permit will allow candidate time to complete the CSET exam and enroll in a University Intern Multiple Subject programs.
12. Ma Loudres Villarin graduated from University Santo Tomas with a Bachelor's in Tourism. This Provisional Intern Permit will allow candidate time to complete the CSET exam and enroll in a University Intern Education Specialist program.

Fiscal Impact

None

Recommendation Approval by the Board of Education of Resolution No. 2526-0060 - Application for Provisional Internship Permit – California Commission on Teacher Credentialing – Named Employees for School Year 2025-2026:

1. Alberto Victorica, 6th-8th grade Social Science Teacher, United for Success;
2. Melissa Espinoza-Garnica, K-5th grade Teacher, Encompass Elementary School;
3. Reginald Figgs, 9th-12th grade Social Science Teacher, Oakland High School;
4. Curtis Haggins, K-12th grade Mild/Moderate Support Needs Teacher, Special Education Department;
5. Caitlyn Dunn, 6th-8th grade Social Science Teacher, Claremont Middle School;
6. Zoe Segura, K-5th grade Art Teacher, Grass Valley Elementary School;
7. Brittany Taylor-Vernon, K-5th Multiple Subject Teacher, Montclair Elementary School;
8. Guadalupe Figueroa, K-5th grade Multiple Subject Teacher, Lockwood STEAM Elementary School;
9. Henry Windle, K-5th grade Art Teacher, Redwood Heights Elementary School;
10. Nezhiah Nesbeth, K-5th grade Multiple Subject Teacher, Piedmont Ave. Elementary School;
11. Tracy Reese, K-5th grade Multiple Subject Teacher, Markham Elementary School; and
12. Ma Loudres Villarin, Early Childhood Education Extensive Support Needs Teacher, Burbank State Preschool CDC.



**RESOLUTION
OF THE
BOARD OF EDUCATION
OF THE
OAKLAND UNIFIED SCHOOL DISTRICT
Resolution No. 2526-0060**

- Application for Provisional Internship Permit – California Commission on Teacher Credentialing –
Named Employees for School Year 2025-2026 -

WHEREAS, the Board of Education, may approve an application to the California Commission on Teacher Credentialing seeking a Provisional Internship Permit as may be necessary for a certificated employee of the district for a specific period of time, and,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education approve applications to the California Commission on Teacher Credentialing for One (1) each Provisional Internship Permit to be issued to the following individuals so they may work in the district for the 2025-2026 school year:

Approval by the Board of Education of Resolution No. 2526-0060 - Application for Provisional Internship Permit – California Commission on Teacher Credentialing – Named Employees for School Year 2025-2026:

1. Alberto Victorica, 6th-8th grade Social Science Teacher, United for Success;
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11. Tracy Reese, K-5th grade Multiple Subject Teacher, Markham Elementary School; and
12. Ma Loudres Villarin, Early Childhood Education Extensive Support Needs Teacher, Burbank State Preschool CDC.

Passed by the following vote:

PREFERENTIAL AYE:

PREFERENTIAL NOE:

PREFERENTIAL ABSTENTION:

PREFERENTIAL RECUSE:

AYES:

NOES:

ABSTAINED:

RECUSE:

ABSENT:

CERTIFICATION

We hereby certify that the foregoing is a full, true and correct copy of a Resolution passed at a Regular Meeting of the Board of Education of the Oakland Unified School District held on October 8, 2025.

Legislative File	
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By:	

OAKLAND UNIFIED SCHOOL DISTRICT

Jennifer Brouhard
President, Board of Education

Denise G. Saddler, EdD, Interim Superintendent and
Secretary, Board of Education