Q. Where is the District Office for Folsom-Cordova USD?
A. Our Education Services Center is located across from the Folsom Auto Mall off Folsom Blvd. Our mailing address is 1965 Birkmont Drive, Rancho Cordova 95742 and our telephone number is (916) 294-9000.

Q. I’ve been fingerprinted before. Do I need to be fingerprinted again with Folsom-Cordova?
A. Yes. It is against the law for different agencies to share confidential fingerprint results with each other. You must obtain a livescan form to be fingerprinted with Folsom-Cordova.

Q. How long will it take before I get fingerprint clearance?
A. The timeframe for fingerprint clearance varies. The average wait time is normally 7 - 10 working days or it can be longer depending on the response time from the Department of Justice.

Q. If there is a delay on my fingerprints, how long will it take to get cleared?
A. The Department of Justice sends out 30-day delays. The result can come back in less than 30 days or another 30-day delay can be issued. There is no limit to the number of delays the DOJ can send out.

Q. What is Ed-Join and how much does it cost to register for their services?
A. Ed-Join is a free public education job search web site. There is no cost to the jobseeker and anyone can register for their services.

Q. Does FCUSD require a copy of my credential?
A. If the job you are applying for requires a credential, FCUSD will need a copy of your credential. When you apply online, you can attach a copy of your credential along with your application.

Q. How do I attach the necessary documents when applying online with Ed-Join?
A. Complete your applicant profile and attach any missing documents relevant to the position you are applying for. You may attach up to six documents. Attachments must have one of the following extensions (.txt, .rtf, .pdf, .jpg) and must be 150 kb or smaller in size.
Q. If I don't have a home computer or email, how can I apply online with Edjoin?
A. We will have a computer and scanner available for public use at our Education Services Center in Rancho Cordova. There are also businesses in the Folsom and Rancho Cordova areas (FedEx Office) that have computers/scanning services available for public use. Free email is available at www.hotmail.com, www.juno.com, www.yahoo.com and www.critterpost.com.

Q. How can I contact the California Commission on Teacher Credentialing?
A. Their phone # in Sacramento is (888) 921-2682 (between the hours of 12-4:45 pm) or you may log onto their web site at www.ctc.ca.gov.

Q. How do I renew my credential or permit that is about to expire?
A. All Clear credentials and 30-Day Emergency Permits must be renewed online at the CTC website at www.ctc.ca.gov by clicking on the Online Applications & Status icon. If you have a preliminary credential, you should refer to the “Renewal Codes” listed on your actual credential as to how to proceed or you can contact the CTC directly. If your credential has been expired for many years, it is advisable for you to call the CCTC to discuss the requirements necessary to successfully renew your credential.

Q. If I don't have a valid teaching credential, what are the minimum requirements to become a substitute teacher?
A. The minimum requirements for substitute teaching assignments are a Bachelor's Degree and successful completion of the California Basic Educational Skills Test (CBEST). If you meet these requirements, you may apply for an Emergency 30 Day Substitute Permit. The substitute permit is valid for one year and will allow you to substitute teach on a day-to-day basis for up to 30 days in the same classroom. To find out more about obtaining an emergency permit, please visit the CTC’s website at www.ctc.ca.gov.

Q. What is the rate of pay for substitutes in your district?
A. FCUSD pays $90 per full day and $50 per half day assignments for subs holding a 30-Day Emergency Permit and $105 per full day and $52.50 for half day for subs holding a valid California Teaching Credential.

Q. If I have completed a credential program in another state, what California credential can I apply for?
A. Since there are many different types of credentials, this question is too complicated to answer. Please contact the California Commission on Teacher Credentialing for specific information on out-of-state credentials.
Q. As an employee of FCUSD, when will I get paid?
A. As a substitute or on-call employee, your check will be mailed to you on the
tenth of each month. As a permanent employee, you will be paid on the last
working day of each month.

Q. How long is a tuberculosis test valid?
A. A TB test is good for 4 years from the date results were read.

Q. Is testing required before I apply for a classified position?
A. Specific testing will be required of all recommended candidates after the
interview process has been completed:
   Instructional Assistant Proficiency Test: Student Care, Special Ed, Computer, Title I
   Computer Instructional Proficiency Test: Computer
   Pre-Employment Strength Evaluation: Custodian, Maintenance, Special Ed, Bus Driver, Food Service, Printers, and Warehouse Workers.
   Typing Proficiency: Clerical

Q. Will you accept certificates from other school districts?
A. We gladly accept Proficiency Test certificates from all school districts in California.

Q. Do your employees participate in a union?
A. The State of California requires that all employees of a school district pay
an agency fee that is equal to the amount of union dues. Membership in the
union is optional. Certificated employees may join FCEA and classified
employees may join CSEA.

Q. Will I be able to negotiate starting salary?
A. Compensation consideration may be given according to years of experience in
a like position.