

**Career & Technical Education Teachers**

1. New Hires

Effective July 1, 2009, teachers hired to teach Career & Technical Education courses, or to teach in a department which teaches Career & Technical Education courses, must have a Career & Technical Education Endorsement and a general teacher license or CTE Authorization.

The Career & Technical Education Endorsement must be kept current and valid for the teacher to maintain his/her teaching position in the District. In addition, all teachers hired with a CTE Authorization will be required to move from an initial CTE Authorization to a CTE Professional Authorization within three (3) years of hire.

2. Initial Salary Placement - Work Experience Credit

- A. For the purposes of this policy, work experience is defined as the paid occupational experience in the area that the CTE Authorization is being applied. Specific requirement for hours are dependent on the CTE Pathway selected.

CTE Authorization applicants with less than a Bachelor's degree are required to document four thousand (4,000) hours of work experience in the dependent CTE pathway and the work experience must align with the dependent CTE pathway.

Career & Technical Education Authorization with less than a Bachelor's Degree:

- a. Beginning with the 2012 – 2013 SY, teachers hired with a CTE Authorization who do not have a Bachelor's Degree will be placed on the teacher salary schedule.
- b. No experience credit will be allowed for the first four thousand (4,000) hours of work experience that is required for the Career & Technical Education Endorsement.
- c. Effective July 1, 2009, the Human Resources Department will recognize verified previous work experience and the CTE teacher will advance one (1) vertical step on the salary schedule for each year of recognized work experience, up to a maximum of five (5) steps, provided the following conditions are met:
  - i. The CTE teacher must have worked as full time employee in a paid position aligned with their dependent CTE pathway, and
  - ii. the CTE teacher must have worked at least one thousand two hundred fifty (1,250) hours per year.
- d. A CTE teacher without a Bachelor's Degree will not be able to move horizontally on the salary schedule.

Paid leave will be considered as time worked for the provisions of this policy. Unpaid leave will not count towards meeting the time requirements outlined above.

**B. Career & Technical Education Authorization with at least a Bachelor's Degree:**

CTE Authorization applicants with at least a Bachelor's degree are required to document two thousand (2,000) hours of work experience in the dependent CTE pathway.

- a. The Human Resources Department will recognize verified previous work experience and the CTE teacher will advance one (1) vertical step on the salary schedule for each year of recognized work experience, up to a maximum of five (5) steps, provided the following conditions are met:
  - i. The CTE teacher's work experience is beyond the initial two thousand (2,000) hours of work experience that is required for the Career & Technical Education Endorsement, and
  - ii. The CTE teacher must have worked as full-time employee in a paid position aligned with their dependent CTE pathway, and
  - iii. The CTE teacher must have worked at least one thousand two hundred fifty (1,250) hours per year.

**C. Initial or Professional Career & Technical Education Endorsement with a general teacher license:**

The Human Resources Department will recognize verified previous work experience and the CTE teacher will advance one (1) vertical step on the salary schedule for each year of recognized work experience, up to a maximum of five (5) steps, provided the conditions as outlined in section (2)(B) above are met.

**D. Work Experience After Initial Placement with a BA**

Horizontal and vertical advancement on the salary schedule for approved work experience which upgrades skills and competencies will be in accordance with the Professional Growth Policy 4130, Area No. 5(E), "Outside Work Experience."

**3. Compensation for Maintaining Licensure**

- A. A reduced teaching load may be considered full or partial remuneration for maintaining the Career & Technical Education endorsement.
- B. Responsibility pay may also be considered full or partial remuneration for maintaining the Career & Technical Education endorsement.

**TEACHING PERSONNEL**

**Policy: 4141.4**

4. Maintenance of Standards

Any CTE teacher hired before July 1, 2012 will not be reduced in compensation as a result of the changes to Policy 4141.4 starting July 1, 2012.

Revised: May 2, 2012

Adopted: August 13, 2012

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