

# CAPITAL AREA SCHOOL FOR THE ARTS CHARTER SCHOOL

SECTION: PROFESSIONAL EMPLOYEES

TITLE: PROFESSIONAL  
DEVELOPMENT

ADOPTED: 12/8/2014

REVISED: 6/12/2017

	433. PROFESSIONAL DEVELOPMENT
1. Purpose	<p>Continuing professional study and training are prerequisites for professional development, enhanced ability to complete responsibilities, and maintaining certification.</p> <p>The CASA Board encourages all professional employees to further their professional and personal advancement through graduate study, in-service training, and professional development activities.</p>
2. Guidelines	<p><u>Graduate/Special Courses</u></p> <p>Only courses of study that are relevant to the position and preapproved shall be eligible for reimbursement by the school and movement on the salary schedule.</p> <p>Reimbursement for credits for approved graduate study or special courses shall be made in accordance with terms and procedures developed by the principal. Documentary evidence of satisfactory completion of all programs shall be required. If the employee leaves his/her position within one year of receiving the funds, the full amount must be reimbursed to CASA Charter School.</p> <p>All employees shall file annually by June 30th a record and description of the attainment of approved credits with the principal.</p> <p><u>Induction Plan</u></p> <p>The school shall comply with the Department of Education regulations in developing and maintaining an induction plan for the first-year teachers and teachers new to the school.</p> <p><u>Professional Education Plan</u></p> <p>The Board shall appoint to the professional education committee, parents and representatives of the community and local businesses. Representatives of the administrators, teachers and educational specialists on the professional education committee shall be selected by their respective peer groups.</p>
Title 22 Sec. 4.13, 49.16	
SC 1205.1 Title 22 Sec. 4.13, 49.17	

<p>SC 1205.1</p>	<p>The Board shall approve a professional education plan that is designed to meet the educational needs of the school and its employees; specifies approved courses, programs, activities and learning experiences; and identifies approved providers. The Board shall approve the plan prior to submission for approval by the Department of Education.</p>
<p>SC 1205.1</p>	<p>The Board shall ensure an annual review of the school's professional education plan by the professional education/curriculum committee to determine if the plan continues to meet the needs of the school, the Strategic Plan, and the employees, students and community. The professional education committee may recommend amendments to the plan, subject to approval by the Board and the Department of Education.</p>
<p>SC 1205.2</p>	<p>The Board may approve, on a case-by-case basis, specific professional education activities not stated within the school's professional education plan. Board approval is not required for credit or hours required for additional certification, earned through activities conducted by providers approved by the Department of Education or the Department itself, or related to the area of assignment or certification.</p>
<p>SC 1205.1, 1205.2</p> <p>School Code 1144, 1205.1, 1205.2</p> <p>Pa. Code Title 22 Sec. 4.13, 49.16, 49.17</p>	<p>In order to continue employment in the school, professional employees are required to meet all obligations necessary to maintain active certification.</p>