

AIMS K12 College Prep Charter District -Board Policy: Recognition of Prior Teaching Experience

Policy Code:

Effective Date:

Purpose: The purpose of this policy is to establish guidelines for recognizing and granting credit to teachers who have prior teaching experience in public, parochial, or private schools in the United States or abroad, provided that the experience meets specific criteria and is verified through the AIMS Verification of Employment process.

Policy: AIMS K12 College Prep Charter District acknowledges the value of prior teaching experience in various educational settings and is committed to ensuring fair and equitable recognition of this experience. To be eligible for credit for prior teaching experience, the following conditions must be met:

1. **Eligibility Criteria:** Teachers seeking credit for prior teaching experience must meet the following criteria:
 - The teaching experience must have been full-time permanent employment, amounting to at least 75% of the standard school year.
 - The teaching experience must be verifiable through the AIMS Verification of Employment process.
 - The teaching experience may have occurred in public, parochial, or private schools in the United States or abroad.
 - The teacher did not need to be credentialed at the time of service, recognizing that private and parochial schools may not always require teaching credentials.
1. **Maximum Credit:**
2. Credit for prior teaching experience shall not exceed a maximum of 10 years of service. The credit shall be applied towards determining the teacher's placement on the salary schedule and will not impact other employment-related benefits as determined by district policies.
3. **Verification of Employment:**
4. AIMS K12 College Prep Charter District will utilize the AIMS Verification of Employment process to verify prior teaching experience. This process will include contacting previous employers and reviewing relevant documentation to establish the accuracy and completeness of the experience.
5. **Application Procedure:** Teachers seeking credit for prior teaching experience shall submit a formal application to the Compliance Department of AIMS K12 College Prep Charter District. The application should include all necessary documentation, including proof of prior teaching experience and any other documents requested by the district for verification.
6. **Review and Approval:** The Compliance Department shall review each application for credit for prior teaching experience and recommend to the Superintendent or designee for final approval. The Superintendent or designee shall have the authority to grant or deny credit based on the eligibility criteria outlined in this policy.

7. **Appeals Process:** Teachers who are denied credit for prior teaching experience may appeal the decision to the Board of Trustees. The appeal process shall be outlined in district regulations.
8. **Implementation:**
9. This policy shall be implemented in accordance with all applicable state and federal laws and regulations, including but not limited to those governing teacher certification and employment.

Review and Revision: This policy shall be reviewed periodically and revised as necessary to ensure its continued effectiveness and compliance with all relevant laws and regulations.

[Signature] [Chairperson, AIMS K12 College Prep Charter District Board of Trustees] [Date]

AIMS K12 College Prep Charter District Administrative Regulation: Recognition of Prior Teaching Experience

Regulation Code:

Effective Date:

Purpose: This administrative regulation provides detailed procedures for implementing the Board Policy on the Recognition of Prior Teaching Experience (Policy Code:). It outlines the steps, documentation requirements, and appeals process for teachers seeking credit for their prior teaching experience in public, parochial, or private schools in the United States or abroad.

Procedures:

1. **Eligibility Verification:** a. Teachers seeking credit for prior teaching experience must meet the eligibility criteria outlined in Board Policy . The Compliance Department will initiate the AIMS Verification of Employment process to verify previous teaching experience.
2. **Application Submission:** a. Teachers seeking credit must formally apply to the Compliance Department. b. The application must include the following documentation:
 - Proof of prior teaching experience, including letters of employment, contracts, or other relevant documentation.
 - Any additional documents requested by the district for verification.
1. **Review and Recommendation:** a. The Compliance Department will review each application for completeness and eligibility. b. Upon completion of the review, the Compliance Department will make recommendations to the Superintendent or designee for approval or denial of credit.
2. **Superintendent's Approval:** a. The Superintendent or designee will review the application and recommendations from the Compliance Department. b. The Superintendent or designee will have the authority to grant or deny credit based on the eligibility criteria outlined in Board Policy .
3. **Notification:** a. Teachers will be notified of the Superintendent's decision in writing. b. If credit is granted, the notification will specify how it affects the teacher's placement on the salary schedule and other employment-related benefits.

4. **Appeals Process:** a. Teachers who are denied credit for prior teaching experience may submit an appeal to the Board of Trustees. b. The appeal process shall be outlined in district regulations, including the deadlines and procedures for submitting an appeal.

Implementation: This administrative regulation shall be implemented in accordance with Board Policy and all applicable state and federal laws and regulations related to teacher certification and employment.

Review and Revision: This administrative regulation shall be reviewed periodically and revised as necessary to ensure its continued effectiveness and compliance with all relevant laws and regulations.

[Signature] [Superintendent or Designee, AIMS K12 College Prep Charter District] [Date]