

Procedure for Advancement to Track 7

Path A

Teacher* obtains a PhD from a college or university in a discipline that is relevant to his/her contractual duties. (For new hires, the Superintendent determines relevance of the degree for initial placement on the salary scale.)

Path B

Teacher completes requirements for Track 6, plus a program of 30 credits of coursework and/or alternate-credit work that is relevant to his or her contractual duties.



Teacher submits the following to the CSDS:

1. Cover letter
2. Advancement Plan describing anticipated coursework
3. Signed Application Form, endorsed by applicant, building principal and SDC.



CSDS

Reviews the track advancement proposal and notifies the applicant of the status of proposed submission. The CSDS may recommend changes.



Annual Administrative Review

1. Principal reviews the Advancement Plan with applicant.
2. Modifications may be made to plan at this meeting.
3. Substantive changes require applicant's submission of a modified plan to the CSDS for approval.
4. Principal submits an annual progress report to CSDS.



Concluding Report

After completing the Advancement Plan, teacher submits a reflection paper that shall include the following: impact of coursework on professional work, activities used to share knowledge with colleagues, and expertise gained.

* In this chart, "teacher" stands for any certified staff member.