



HIGHLY QUALIFIED PLAN 2009 - 2010

The Board of Trustees and Administration of City Charter High School strongly support the concept that all teachers must be Highly Qualified. It is sometimes necessary to hire teachers who have teaching credentials in content areas other than the one they will teach or have credentials from states other than Pennsylvania. When either of those instances occurs teachers are expected to do one or more of the following:

- Have their credentials reviewed by the Pennsylvania Department of Education to determine whether or not automatic certification will occur in PA.
- Take and pass the appropriate PRAXIS Exam(s)
- Take the necessary undergraduate or graduate courses.

Newly hired professionals must complete their certifications in a reasonable amount of time, generally one year from the date of hire. An individual plan is designed for each professional based on specific need and is signed by the teacher and CEO.

Professionals who do not complete their certifications by the designated deadline may be terminated.

In order to support the certification process, City Charter High School will provide a reimbursement of up to \$2,000 per school year for education and PRAXIS Exams. A course is reimbursed after the staff member completes the course and submits a bill and a transcript indicating that the course was passed with at least a "C" grade.

In the case of PRAXIS Exams, City High will pay for the first and second sitting for a specific exam.