

**ARTICLE FOUR**  
**PROFESSIONAL QUALIFICATIONS AND ASSIGNMENTS**

- A. **Employees:** No new employee shall be employed who is not fully or provisionally certified in the grade level and/or subject area to which assigned, except when employees with such certification are unavailable or in emergencies. Employees in the District assigned to a grade level and/or subject area outside the scope of their teaching certificates shall constitute the source of availability.

**Career and Technical Education:** To be qualified to teach career and technical education, the verified work experience required for state certification must be in the area of specific subject to be taught. Career and technical employees who qualify on the basis of non-academic preparation must have the six (6) years' verified work experience or equivalent as specified for certification in the specific occupational subject area of the teaching assignment.

- B. **Teaching Assignments:** No employee shall be assigned to teach in a grade level and/or subject area not within the scope of his/her teaching certificate, except where a position within his/her certification is unavailable or when mutually agreed to by the affected employee and principal, or when determined necessary by the principal. Employees assigned to positions outside the scope of their certificates shall be assigned as soon as possible to positions for which they hold certification.
- C. **Tentative Assignments:** Employees shall be tentatively assigned to the same subject area and/or grade level for the forthcoming semester that they held during the previous semester, unless notified two weeks in advance for the second semester, or two weeks prior to the conclusion of an employee's work calendar of the school year for the first semester that the assignment has changed. Employees shall be notified in writing as soon as any change is made in such tentative assignment. The District agrees to provide the BTU one copy of the "out-of-field" report annually as required by Florida Statutes, Section 1012.42.
- D. **Involuntary Assignments:** An employee involuntarily assigned for one (1) year or less to a position outside the scope of the employee's certification shall not be required to obtain additional training related to the assigned position nor shall evaluation reflect the absence of such training.

E. **Professional Service Contracts:** Teachers hired with valid continuing or professional service contract in the State of Florida will automatically have reinstatement of said status upon the successful completion of one year of employment with the SBBC. After such a teacher has successfully completed ninety-seven days of employment with the SBBC, the principal may petition Non-Instructional Staffing to have said status reinstated immediately.

F. **Special Teaching Assignments**

1. Teachers assigned to a school that utilizes the Montessori Teaching methodology and who teaches one or more Montessori Core Courses must successfully complete the American Montessori Society Training Program that is offered by a District approved institution.
2. Upon entry into a Board sponsored Montessori Training Program, the teacher must agree in writing to accept the assignment to the assigned school for a period not less than five (5) years.
3. Teachers assigned to a school that offers either the International Baccalaureate or Cambridge Training Program and who teach one or more program courses must successfully complete authorized International Baccalaureate or Cambridge Training.
4. Upon entry into a Board sponsored International Baccalaureate or Cambridge Training Program, the teacher must agree in writing to accept assignment to the assigned school for a period not less than three (3) years.
5. A teacher who accepts assignment to a school that offers the Montessori Program and subsequently expresses a professional conflict with the Montessori Teaching Philosophy may, not later than completion of the first Montessori Training course, request release from the commitment referenced in paragraph 2 above and may request the transfer or reassignment pursuant to the provisions of Article Twenty-Five of this Agreement.
6. These provisions apply at the beginning of the 2017-2018 school year as follows:
  - The provisions outlined above shall apply to a teacher entering a Montessori Training Program, International Baccalaureate Training Program, or Cambridge Training

Program and who is teaching the required number of classes.

- For teachers who are fully trained and are teaching in such programs, they will not be required to make a five (5) or three (3) year commitment.
- For teachers who have not completed the training by the beginning of the 2017-2018 school year, they will be required to make a five (5) or three (3) year commitment or can request a transfer or reassignment pursuant to the provisions of Article Twenty-Five of this Agreement.

7. For the Montessori Programs, a teacher who is transferred between elementary/secondary programs may request release from their commitment referenced in paragraph 2 above and may request a transfer or reassignment pursuant to the provisions of Article Twenty-Five of this Agreement.