

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 Board agrees to provide the BTU one copy of the "out-of-field" report annually as required by F.S. 1012.42.

D. **Involuntary Assignments:** An employee involuntarily assigned for one 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.