

PART-TIME INSTRUCTIONAL PERSONNEL ASSIGNED TO TEACH VOCATIONAL EDUCATIONAL PROGRAMS/COURSES NOT REQUIRING A DEGREE

THE SCHOOL BOARD DEFINES DISTRICT CERTIFICATED VOCATIONAL INSTRUCTIONAL PERSONNEL AS THOSE STAFF MEMBERS WHOSE QUALIFICATIONS ARE ESTABLISHED ON THE BASIS OF OCCUPATIONAL EXPERTISE IN AREAS OF AGRICULTURE, BUSINESS, HEALTH OCCUPATIONS, HOME ECONOMICS, INDUSTRIAL, MARKETING, AND PUBLIC SERVICE EDUCATION AND WHO ARE ASSIGNED TO TEACH ONLY VOCATIONAL PROGRAMS/COURSES WHEN THE COURSE CODE DIRECTORY SPECIFIES VOCATIONAL INSTRUCTORS WITHOUT DEGREES AS APPROPRIATE.

THE SCHOOL BOARD AUTHORIZES THE EMPLOYMENT OF DISTRICT CERTIFICATED PERSONNEL TO TEACH PART-TIME IN VOCATIONAL PROGRAMS THAT DO NOT REQUIRE A DEGREE TO COMPLY WITH FLORIDA STATUTE 231.1725 (1) (C).

AUTHORITY: F. S. 230.22 (1) (2)

F. S. 231.1725

POLICY ADOPTED: 4/23/91

RULES

1. The Superintendent (designee) shall insure that each candidate for employment in a part-time vocational instructional position meets minimum requirements for employment and shall maintain records of such information in the candidate's official personnel file.
2. To be eligible for appointment to a part-time instructional position in a vocational program not requiring a degree in the Broward County school district, the applicant must establish occupational expertise as outlined below:
 - a. Hold at least a high school diploma or the equivalent based on general education development tests or other achievement tests approved by the State Board which establishes the equivalency for a high school diploma.
 - b. Establish occupational expertise in the area of assignment by one of the plans specified below:
 - (1) Plan One: At least six (6) years of full-time occupational experience or the equivalent in part-time experience in the occupational field of the teaching assignment; or
 - (2) Plan Two: A minimum of two (2) years of full-time occupational experience or the equivalent in part-time experience in the occupational field of the teaching assignment in combination with one of the options listed below:
 - (a) A bachelor's or higher degree. The degree must have been completed at an accredited institution as specified in Rule 6A-4.003, FAC, with an undergraduate or graduate degree major related to the instructional assignment; or
 - (b) Sixty (60) semester hours of college credit. The college credits must have been earned at an accredited institution as specified in Rule 6A-4.003, FAC, and shall include thirty-six (36) semester hours in skills or theory courses related to the instructional assignment; or
 - (c) A valid certificate, registration, or license which was issued by a recognized state or national, credentialing agency in an area specific to the area of assignment. The list of appropriate credentials and the recognized credentialing agencies which is compiled and published July 1 of each school fiscal year by the Director of the Division of Vocational, Adult and Community Education shall be used to determine the appropriate credential; or
 - (d) A certificate of completion of an apprenticeship as established by the United States Department of Labor, the Florida Department of Labor, or any state apprenticeship department which is specific to the area of assignment; or
 - (e) Thirty (30) semester hours of college. The college credit must have been earned by occupational competency tests (NOCTI tests) in the area of assignment at an institution which is approved by the state board for vocational education in the state where the institution is located; or

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- (f) A written verification of the candidate's occupational competency and an interview by the specific district level occupational advisory committee. The verification of occupational competency shall be signed by the district director of vocational education according to developed guidelines and the chairperson of the district occupational advisory committee specific to the area of assignment. The verification shall include a listing of all current members of the advisory committee and verification that the candidate was endorsed by a majority of the membership; or
 - (3) Plan Three: For the approved industry services programs/courses which are custom designed for specific industry requests, certification for these courses will be determined by a letter of intent, verification of technical expertise and approval of the Vocational and Technical Education Department Director.
- c. Other requirements shall be:
 - (1) Occupational experience shall be gained as a wage earner after age sixteen (16);
 - (2) The occupational experience shall be verified by former employers; or for self employment, experience in a family owned business, or experience at a firm no longer in business, the experience shall be verified by an individual knowledgeable of the applicant's employment. Employment verification shall not be accepted from the applicant or family members. The verification shall be provided on the School Board of Broward County form which shall be notarized. Specific dates of employment, job title(s) and descriptions, and whether the experience was full-time or part-time employment must be included. When employment was part-time, the number of hours worked per week shall be included;
 - (3) When occupational credentialing is required for program approval or for students to obtain an appropriate level of employment, the applicant shall be required to present the appropriate valid certificate, registration, or license described in subparagraph 2 b. (2) (c) above;
 - (4) Recency of experience or training shall be required in the occupational field of the teaching assignment as follows:
 - (a) At least one (1) year of occupational experience in a position related to the instructional assignment. Acceptable occupational experience is defined in district procedures and must be gained within the five (5) -year period immediately preceding the date of application for employment;
 - (b) At least three (3) semester hours of college credit earned within the five-(5) year period immediately preceding the date of application for employment. The college credit shall be earned at an accredited institution as specified in Rule 6A-4.003 FAC, and shall be completed in skills or theory courses related to the area of assignment; or
 - (c) Completion of an apprenticeship program as described in subparagraph 2 b. (2) (d) above within the five (5) -year period immediately preceding the date of application for employment; or
 - (d) One (1) year of teaching experience in the program area of assignment during the five (5)-year period immediately preceding the date of application for employment.