

BOARD AGENDA ITEM

July 14, 2020

SUBJECT:

Addition of Administrative Rules GCC-R(3) (Professional Staff) and GDC-R(3) (Support Staff), Profession Leave - Internships

BACKGROUND INFORMATION:

Administrative Rules GCC-R(3) (Professional Staff) and GDC-R(3) (Support Staff), Professional Leave - Internships, establish guidelines to allow staff members to participate in internship opportunities without adversely affecting their employment status.

ADMINISTRATIVE CONSIDERATION:

The proposed additional Administrative Rules provide eligibility, procedure, and general provisions for a current employee completing a teaching program requiring student teaching or other professional internship requirement that conflicts with their current employment schedule to apply for professional leave under this benefit. A support staff employee completing a teaching internship may be advanced future teacher wages while on professional leave from his/her current position with a commitment to teach in the district upon successful completion of the program and certification. A certified employee completing a School Psychologist internship will be held harmless at their current rate of pay with a three-year commitment to the district as a School Psychologist.

RECOMMENDATION:

Approve the addition of Administrative Rules GCC-R(3) (Professional Staff) and GDC-R(3) (Support Staff), Professional Leave – Internships.

ATTACHMENTS:

Administrative Rule GCC-R(3) (Professional Staff), Professional Leave - Internships
Administrative Rule GDC-R(3) (Support Staff), Professional Leave - Internships

PREPARED BY:

Jennifer Hart

PROFESSIONAL LEAVE - INTERNSHIPS

Code **GCC-R(3)** Issued **7/20**

The district is committed to providing continual development opportunities for all employees and as such, will endeavor to allow staff members to participate in internship opportunities without adversely affecting their employment status. Employees completing a teaching program requiring student teaching or other professional internship requirement that conflicts with their current employment schedule may apply for this training and development benefit.

Eligibility

To be eligible, an employee must be in good standing with a minimum of two years of service to the district, and must be completing a collegiate or state department program requiring a full-time internship.

Procedure

An employee must notify the district of the internship request at least 45 days prior to the anticipated start date. The district will verify eligibility and ensure appropriate agreements with the supporting university or program are in place. The district will notify the employee of acceptance or denial of the request.

General Provisions

Teacher Internships

An employee who is eligible for professional leave to complete a teacher internship will be advanced future teacher wages based on their current rate of pay for the duration of the internship. The employee must complete the internship within the district and must commit to a minimum of one year of service as a teacher following the internship.

Psychologist Internships

An employee who is eligible to remain employed as a teacher or other certified professional while completing a School Psychologist internship will be held harmless at their current pay for the full year of internship service. The employee must commit to a minimum of 3 years of service as a school psychologist following the internship.

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PROFESSIONAL LEAVE - INTERNSHIPS

Code **GDC-R(3)** Issued **7/20**

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