

TEACHER ACCREDITATION AND RENEWAL OF ACCREDITATION

Background

The Division, in its commitment to provide for professional growth, effectiveness and the facility of flexibility, supports the concept and practice of Teacher Accreditation for teachers of grade twelve courses. Teacher Accreditation is both a privilege and a responsibility, and the Division extends it to teachers who have, and who continue to demonstrate commitment to their students and to their profession.

Procedures

1. Granting of Accreditation

- 1.1 Teachers will be expected to fulfill the necessary prerequisites for accreditation as described in the policy and procedures approved by the Ministry of Education.
- 1.2 Teachers shall not be eligible for accreditation privileges until they have completed at least two (2) years of successful teaching in the subject areas for which accreditation is sought. The Division may consider external experience.
- 1.3 The Application for Accreditation shall proceed as follows:
 - 1.3.1 The teacher shall submit his/her application to the Principal, after consultation with the Principal;
 - 1.3.2 The Principal, respectful of the principle that only superior exemplary teachers are to be considered for accreditation, will, upon approval, attach a recommendation to the application, and shall forward the application to the Superintendent of Education;
 - 1.3.3 If the application is approved and recommended by both the Principal and Superintendent of Education, it is presented to the Director; via HR office
 - 1.3.4 The accreditation request is forwarded by the Director to the Regional Director for Ministry approval.

2. Renewal of Accreditation

- 2.1 Ministry of Education stipulates that every accredited teacher must be required to apply for renewal of accreditation every five (5) years.
- 2.2 The Director, or designate, is responsible for ensuring compliance with the Ministry of Education policy regarding accreditation renewal.

- 2.3 The Director, or designate will provide each accredited teacher with notice of the exception of accredited status by May 31 in the fourth year following initial accreditation or accreditation renewal.
- 2.4 The teacher shall submit the application for accreditation renewal within thirty (30) days of receipt of the notice cited in 2.3 above.
- 2.5 The application for accreditation renewal must be accompanied by a proposed personal professional development plan.

3. Personal Professional Development Plan

- 3.1 As a member of a professional organization, it is the responsibility of every teacher to remain current with changing knowledge and expectations, both within their specific subject area and within the profession as a whole. As a part of this expectation, The Ministry of Education requires evidence of ongoing professional renewal for the maintenance of accreditation status.
- 3.2 In conjunction with colleagues, the Principal, the Superintendent of Education and the Director, each accredited teacher has the responsibility for developing a personal professional development plan to ensure that current knowledge in the specific subject, and more generally, in the area of research on teaching is maintained. Particular emphasis is to be given to the area of student evaluation and assessment, along with the development of new instructional strategies.
- 3.3 Accreditation renewal may be obtained by fulfilling a minimum of three (3) of the criteria listed below, and as approved by the Director or designate:
 - 3.3.1 Successful completion of an accreditation seminar in the subject area for which accreditation is sought.
 - 3.3.2 A full credit university course (a minimum of three (3) hours) in the subject area.
 - 3.3.3 Service on a provincial, regional or Division curriculum committee in the area of student evaluation, school-based program evaluation or curriculum evaluation.
 - 3.3.4 Service as a pilot teacher for a new curriculum in the subject area.
 - 3.3.5 Active involvement in the professional development activities of a Special Subject Council.
 - 3.3.6 Non-credit courses or conferences on student evaluation or program evaluation related to the subject area.
 - 3.3.7 Development and implementation of a personal professional development plan which might include reading, professional writing, research or presentations in the subject area or in the area of evaluation.
 - 3.3.8 Peer coaching or other activities intended to help the teacher focus upon his/her classroom instruction and student evaluation.
 - 3.3.9 Other professional development experience that, upon review by the Principal, Superintendent of Education and the Director may be judged to be of significant value.

3.3.10 Service as the supervising or cooperating teacher for a teacher intern in the subject area for which accreditation is sought.

Alternate learning and growth activities may be acceptable with prior approval of the Principal, Superintendent of Education and the Director. The primary intent is to ensure that teachers undertake professional growth experiences that have relevance to their subject area, teaching techniques and evaluation.

- 3.4 Procedures for the development of a personal professional development plan are outlined below:
 - 3.4.1 The teacher requesting accreditation renewal shall submit a proposed personal professional development plan to the Principal;
 - 3.4.2 Following approval by the Principal, these proposed three-year personal professional development plans shall be reviewed with the Director for decision.
- 3.5 The personal professional development plan shall be reviewed and updated in collaboration with the Principal on a yearly basis.

4. Funding of Accreditation and Accreditation Renewal

If staff members receive prior authorization from the Director to participate in an Accreditation Seminar, funding shall be provided as per provisions of the current Teachers' Local Agreement.

5. Withdrawal of Accreditation

While the Division supports the concept of accreditation as a means of enhancing learning opportunities for students, it also reserves the right to withdraw accreditation privileges. Circumstances that might lead to a review of the accreditation privileges of individual teacher include:

- 5.1 Evidence of inappropriate evaluation techniques and student grades;
- 5.2 Concerns with respect to curriculum coverage;
- 5.3 Concerns with respect to overall teaching competence.

In the event of withdrawal of accreditation or refusal to grant the accreditation renewal, the teachers shall have the right to appeal to the Board.