

Policy 3120.13 – Areas of Critical Need and Shortage

Proposed revision and repeal of Policy 3120.02 (Prospective Employable Professional Personnel Reserve List), Policy 3120.12 (Substitutes in Areas of Critical Need and Shortage), Policy 3130 (Assignment of Professional Personnel), Policy 3242.01 (Tuition Reimbursement) effective upon passage

1st reading July 12, 2018

2nd reading July 24, 2018

3rd reading August 9, 2018

Statutory authority West Virginia Code 18-7A-38, West Virginia Code 18A-2-3, West Virginia Code 18A-3-3a

Administrative Guidelines

1. Process for Providing Reimbursement for Tuition and Other Costs to Professional Personnel in Areas of Critical Needs and Shortage

The Board recognizes that a lack of prospective teachers and others in certain areas of certification or endorsement poses a significant challenge to the efficient and effective operation of the County. To that end, the Board deems the following areas of certification or endorsement to be of critical need and shortage:

- A. Mathematics (5 – 9 and 5 – Adult)
- B. Multi-categorical Special Education (K – Adult)
- C. Autism (K – Adult)
- D. Counselor (PK – Adult)
- E. Principal (PK – Adult)

Retired Teachers as Substitutes in Areas of Critical Need and Shortage

This list shall be considered the same as is defined in West Virginia Code 18A-2-3 for the employment of retired teachers as substitutes in these areas except those which are not defined as “teachers” in the same. The Board shall review and readopt this policy at least annually and amend as necessary, and submit the same to the state board of education for approval as required by West Virginia Code 18A-2-3 (c) (2) paragraphs (E) and (F).

A retired teacher who serves as a substitute in an area of critical need and shortage may serve as such without limit, provided he or she satisfies the conditions listed in West Virginia Code 18A-2-3 (c) (3). The Superintendent shall ensure that the necessary conditions are met, including proper posting of any vacancy, submission of the necessary affidavit to the state board of education, etc., as required.

Tuition Reimbursement

The Board authorizes the reimbursement of actual costs and expenses for teachers who serve in areas of critical need and shortage, provided the same can be documented and proven by such a teacher on a sworn affidavit with supporting documentation.

The Superintendent shall develop administrative guidelines to detail the process under which reimbursement for these costs may be requested and the extent to which these costs may be reimbursed. These guidelines may provide for the reimbursement of costs if and only if a teacher serves in an area of critical need and shortage, and may require such a teacher to commit to teaching in that area for a specified period of time, provided that the teacher is not involuntarily transferred from that area or terminated due to reduction-in-force under the provisions of West Virginia Code 18A-2-7 and/or 18A-4-7a. These guidelines may also provide that such a teacher be required to return reimbursement(s) if he /

she voluntarily leaves employment with the County or seeks to transfer voluntarily to an area not included in the list of areas of critical need and shortage.