

CONNELLSVILLE AREA SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: TECHNOLOGY DEPARTMENT
TECHNICAL TRAINING

ADOPTED: December 20, 2006

REVISED:

<p>1. Purpose</p> <p>2. Guidelines</p>	<p style="text-align: center;">815.1. TECHNOLOGY DEPARTMENT TECHNICAL TRAINING</p> <p>Since technology is constantly changing, Technology Department employees must upgrade their technical skills as frequently as necessary to maintain district equipment.</p> <p>The district will assist employees with the cost of training as follows:</p> <ol style="list-style-type: none"> 1. All requests for training and related hours of training must be submitted to, reviewed, and approved by the Board. The Director of Technology shall forward the request for training, and his/her recommendation to approve or disapprove the request, to the Board for final disposition. All Board approved training shall qualify the employee for salary advancement, upon successful completion and certification, in accordance with salary advancement criteria. 2. Employees shall be reimbursed an hourly rate equivalent to the credit reimbursement for professional staff, or the actual cost of training, whichever is less. Any reimbursement increase for professional staff will also be granted for Technology Department staff training. 3. If the training is through self-study/department-study, no more than four (4) hours of study per work week may be done during the scheduled work week. 4. Employees shall be reimbursed 100% of the cost of any competency testing resulting in professional certifications if the test is passed on the first attempt, 50% of the cost on the second attempt, 25% of the cost on the third attempt, and zero percent thereafter. 5. Failure to enroll in, and/or pass, appropriate training may result in lower salary increases than other department employees in accordance with the Board approved Technology Department Salary Schedule.
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| | <p>6. The district reserves the right to purchase training materials, provide training opportunities, and administer certification tests in accordance with its own terms and conditions if such action is deemed appropriate and/or more cost effective. No credit reimbursement will be granted when the district utilizes this manner of training, nor shall the total training cost exceed that cost that would be otherwise authorized.</p> |
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