

## **Life-long Learning Credit<sup>4</sup>**

- 24.1.2 Professional development should extend beyond the basic professional expectations and essential certification for the position. An annual credit payment of \$750 shall be made under the terms and conditions listed below.
- a. The employee shall have completed at least five (5) full school years of service to the district. A full year of service is defined as a minimum of 175 workdays during the regular school year, excluding substitute teaching. For the purpose of this section the employee must have completed at least five (5) full school years of service in a position covered by the Unit II collective bargaining agreement.
  - b. The employee shall have completed at least six (6) semester hours of College credit or eighteen (18) CEU's or an equivalent or a combination thereof within their last five (5) years of service to the district. All credit shall be appropriate to the employees'-assignment. College courses shall be approved by Human Resources.
- 24.1.3 Professional development should extend beyond the basic professional expectations and essential certification for the position. An annual credit payment of \$1250 shall be made under the terms and conditions listed below.
- a. The employee shall have completed at least ten (10) full school years of service to the district. A full year of service is defined as a minimum of 175 workdays during the regular school year, excluding substitute teaching. For the purpose of this section the employee must have completed at least ten (10) full school years of service in a position covered by the Unit II collective bargaining agreement.
  - b. The employee shall have completed at least six (6) semester hours of College credit or eighteen (18) CEU's or an equivalent or a combination thereof within their last five (5) years of service to the district. All credit shall be appropriate to the employees'-assignment. College courses shall be approved by Human Resources.
- 24.1.4 Professional development should extend beyond the basic professional expectations and essential certification for the position. An annual credit payment of \$1,500 shall be made under the terms and conditions listed below.
- a. The employee shall have completed at least 15 full school years of service to the district. A full year of service is defined as a minimum of 175 workdays during the regular school year, excluding substitute teaching. For the purpose of this section the employee must have completed at least 15 full school years of service in a position covered by the Unit II collective bargaining agreement.
  - b. The employee shall have completed at least six (6) semester hours of College credit or eighteen (18) CEU's or an equivalent or a combination thereof within their last five (5) years of service to the district. All credit shall be appropriate to the employees' assignment. College courses shall be approved by Human Resources.
- 24.1.5 Professional development should extend beyond the basic professional expectations and essential certification for the position. An annual credit payment of \$1,750 shall be made under the terms and conditions listed below:

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<sup>4</sup> **SB-CEU = State Board Continuing Education Units**  
**SCECH = State Continuing Education Clock Hours**  
**3 SB-CEUs = 1 semester credit hour / 18 SB-CEUs = 6 semester credit hours**  
**25 SCECHs = 1 semester credit hour / 150 SCECHs = 6 semester credit hours**

- a. The employee shall have completed at least 20 full school years of service to the district. A full year of service is defined as a minimum of 175 workdays during the regular school year, excluding substitute teaching. For the purpose of this section, the employee must have completed at least 20 full school years of service in a position covered by the Unit II collective bargaining agreement.
- b. An employee who qualified for at least 20 full school years of service in the district at the end of the 2003-04 school year and who fulfilled the credit and/or CEU requirements shall receive a one-time \$1,500 retroactive payment.
- c. The employee shall have completed at least six (6) semester hours of college credit or 18 CEU's or an equivalent combination thereof within their last five (5) years of service to the district. All credit shall be appropriate to the employee's assignment. College courses shall be approved by Human Resources.

24.1.6 Professional development should extend beyond the basic professional expectations and essential certification for the position. An annual credit payment of \$2,000 shall be made under the terms and conditions listed below.

- a. The employee shall have completed at least 25 full school years of Service to the district. A full year of service is defined as a minimum of 175 workdays during the regular school year, excluding substitute teaching. For the purpose of this section the employee must have completed at least 25 full school years of service in a position covered by the Unit II collective bargaining agreement.
- b. The employee shall have completed at least six (6) semester hours of College credit or eighteen (18) CEU's or an equivalent or a combination thereof within their last five (5) years of service to the district. All credit shall be appropriate to the employee's assignment. College courses shall be approved by Human Resources.

24.1.7 Professional development should extend beyond the basic professional expectations and essential certification for the position. An annual credit payment of \$2,250 shall be made under the terms and conditions listed below.

- a. The employee shall have completed at least 30 full school years of service to the district. A full year of service is defined as a minimum of 175 workdays during the regular school year, excluding substitute teaching. For the purpose of this section, the employee must have completed at least 30 full school years of service in a position covered by the Unit II collective bargaining agreement.
- b. The employee shall have completed at least six (6) semester hours of College credit or eighteen (18) CEU's or an equivalent or a combination thereof within their last five (5) years of service to the district. All credit shall be appropriate to the employee's assignment. College courses shall be approved by Human Resources.

24.1.8 Under no condition are Life-long Learning Credit payments cumulative. The maximum annual payment under this section shall not exceed \$2,250.

24.1.9 Employees shall submit all required documentation for Life-long Learning Credit payments by June 30 of the qualifying year.

24.1.10 In the event of a disagreement between employee and Human Resources over the merit of the credit, an appeal can be made to a joint Federation – Management Committee.

**LIFE-LONG LEARNING CREDIT (UNIT II)**

**SUBMIT THIS FORM BY JUNE 30 OF QUALIFYING YEAR**

<b>NAME:</b>	<b>HIRE DATE:</b>
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In the spaces below, please provide complete information on the CEUs/SCECHs/COLLEGE credit earned to satisfy the continuing education requirement.

**3 SB-CEUs = 1 Semester Hour (6 SEMESTER HOURS REQUIRED)**

**25 SCECHs = 1 Semester Hour (150 SCECHs or 6 SEMESTER HOURS REQUIRED)**

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TITLE OF SB-CEU/SCECH PROGRAM OR COLLEGE COURSE	#College Credits Earned	SB-CEU Approval #	#SB-CEUs Awarded	#SCECHs Awarded	Sponsoring Agency of SB-CEU or SCHECHs	Ending Date (MM/DD/YYYY) of Program
<b>Total # of CEUs/SCECHs/COLLEGE CREDIT or combination:</b>						

**ADVISORY: In accordance with Public Act 96 of the Public Acts of 1995, it is a criminal offense to use or attempt to use a college, university or Continuing Education Units or Equivalent transcript that is fraudulently obtained, forged, or fraudulent credentials for this purpose.**

\_\_\_\_\_  
Signature of Unit II Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Executive Director, Human Resources and Legal Services

\_\_\_\_\_  
Date