
I. PURPOSE

The purpose of this policy is to support uncertified teachers in their pursuit to become certified and fulfill Athlos Academy of Jefferson Parish's duty to ascertain the licensure status of its teachers.

II. POLICY

- A. Athlos Academy of Jefferson Parish will offer uncertified employees compensation for pursuing their licensure with terms and conditions applied.
 - 1. Non-certified teachers without a bachelor's degree must be actively enrolled in a Associate Teacher certification program and may qualify for reimbursement.
 - 2. Non-certified bachelor's degree teachers need to be actively enrolled in a post-baccalaureate teacher preparation program to qualify for reimbursement.
- B. Athlos Academy of Jefferson Parish will offer up to \$2,000 per employee enrolled in an approved certification program.
 - 1. To apply for this reimbursement, employees must fill out the tuition reimbursement form with a copy of the invoice from the qualified certification program at the start of each school year and include documentation of acceptance or continued enrollment in an approved certification program.
 - 2. Employees must provide passing transcripts with all grade markings of a C or above and an overall GPA of a 2.5 or above at the end of each semester.
 - 3. While this does not in any way alter the at-will employment relationship, should the employment of any employee receiving a reimbursement under this policy be separated for any reason within two years of the reimbursement, employee will be responsible for repayment of the reimbursement to Althos.

4. If any of the above criteria is not met, any reimbursement payments will cease, and the employee may be responsible for any reimbursement collected. This may be deducted from regular pay checks or invoiced directly to the employee.
- C. Athlos Academy of Jefferson Parish will offer a \$1,000 stipend to any non-certified teacher that presents a passing Praxis score dated after July 1, 2025 and limited to 1 stipend per employee.
- D. Certified teachers, and non-certified teachers that are on track to complete their certification with 18 months of hiring, will have priority in hiring. Progress, or lack thereof, to complete the certification process in that time window will be taken into consideration when deciding to continue employment.