



## **APPEL Admittance and Participation Policy**

### **Policy Number: 4204**

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#### **I. Board Policy**

Summit Academy Schools provides an Alternate Pathway to Professional Educator Licensure (APPEL) program for instructional employees. Our APPEL program is an **Educator Preparation Program** as defined by the Utah State Board of Education Administrative Rules [R277-303: Educator Preparation Programs](#). Summit Academy's APPEL program is approved through the Utah State Board of Education (USBE) with support from the USBE Educator Licensing Team.

#### **II. APPEL Admittance Requirements**

##### **A. APPEL Candidates *must*:**

1. Be a current instructional staff member of Summit Academy Schools.
  - i. Instruction time must be used to fulfill all requirements of the APPEL program.
2. Hold a bachelor's degree or a CTE certification equivalent to a bachelor's degree.

##### **B. APPEL Candidates *should*:**

1. Hold an active Associate Educator License (AEL) issued by USBE.
  - i. Some LEA-Specific license holders may be approved for participation in the APPEL program on an individualized basis.

#### **III. APPEL Participation Requirements**

##### **A. The APPEL Leadership Team will maintain an APPEL Candidates position within the program contingent upon measurable progress through the Candidate's Professional Learning Plan.**

1. Progress will be monitored twice during the school year.
  - i. First, during an initial PLP Meeting or Update Consultation Meeting in September of each school year.
  - ii. Second, in an Update Consultation Meeting April or May of each school year.
2. Candidates should complete their Professional Learning Plan within three years.
  - i. A one-year extension or a temporary leave of absence may be granted in rare circumstances, including but not limited to FMLA, major life change, principal recommendation.
3. Candidates that do not make adequate progress towards completion within the agreed timeframes may be terminated or not renewed in their teaching position.

#### **IV. References**

R277-303: Educator Preparation Programs

#### **V. Attachments**

N/A

#### **VI. Revision History and Approval Date**

Version 1: March 18, 2021: Effective