



Meeting Indicator 12.2

ACSI *Inspire* Indicator 12.2: ***The school ensures that all personnel are qualified for their positions or roles within the school. Faculty and school leadership meet current ACSI requirements for certification/licensing or an approved alternative.***

Foundational to the K-12 administrator and faculty qualification requirement is a bachelor's degree from a college/university that is accredited by an agency that has been recognized by the US. Dept. of Education and/or the Council for Higher Education Accreditation (CHEA), or a college/university that has gone through ACSI's recognition process. **All administrators, faculty, and professional staff the school employs would need to hold at least a bachelor's degree** that meets the accreditation or recognition requirement. There is a waiver process available for a small percentage of faculty and professional staff that may not meet the degree requirement (up to 10% FTE); however, waivers are not available to the Head of School or any K-12 Principals.

Beyond the degree requirement, K-12 schools can fulfill ACSI *Inspire* Indicator 12.2 by using **one** of the following options:

1. **School-Based Professional Development** (this plan would be *in lieu* of Certification)

The goal of this program is to provide qualified schools the flexibility of managing their school leadership and faculty qualification and continuing education requirements through displaying a commitment to providing a quality professional development program that is intentionally aligned to schoolwide goals and measured for effectiveness.

To use a School-Based Professional Development (SBPD) plan in lieu of certification requirements to meet Indicator 12.2, the school must be accepted into the SBPD program and have their plan approved. There is a one-time application fee for acceptance into the SBPD program, and an annual fee to maintain SBPD. There are two steps to receive full approval of the school's plan.

Step 1: Complete the [School-Based Professional Development Plan Application](#).

This brief application contains several Yes/No questions, with various follow-up questions, and will allow ACSI to determine if the school has the necessary elements in place in order to successfully operate an approved SBPD plan that would fulfill accreditation requirements.

Step 2: The school will complete the full SBPD plan **after** being notified of acceptance into the program. The plan document will ask the school to describe and/or provide documentation of the following:

- Section 1: Needs Assessment
- Section 2: Goals for Professional Development
- Section 3: Required Elements
- Section 4: Content and Activities
- Section 5: Leadership and Continuous Improvement
- Section 6: Measurement and Evaluation
- Section 7: Accountability and Reporting

For more details, see [School-Based Professional Development Overview](#).

2. **ACSI and/or State Certification**

Schools who elect not to participate in the SBPD program can use ACSI AND/OR state certification to fulfill indicator 12.2:

- a. 100% of administrators (K-12 head of school and K-12 divisional principals) must hold current ACSI certification relevant to their position OR current state, national, or provincial certification¹ relevant to their position. For those holding state, national, or provincial certification in lieu of ACSI certification, the school must report on completion of Christian Philosophy of Education and annual Bible requirements. (Other administrators, such as academic deans, directors of curriculum and instruction, assistant principals, etc. may be included with the teacher and professional staff certification.)
- b. 80% of faculty, professional staff, and other school leaders (assistant principals, deans, etc.) must hold ACSI certification relevant to their position OR current state, national, or provincial certification¹ relevant to their position. For those holding state, national, or provincial certification in lieu of ACSI certification, the school must report on completion of Christian Philosophy of Education and annual Bible requirements.

Please note: Schools may use a combination of ACSI certification and state, national, or provincial certification, as demonstrated on the [Certification Spreadsheet](#), to count toward the required percentages.

Those who utilize state certification to fulfill the requirement must complete the Christian Philosophy of Education by the end of their 3rd year of employment and must complete approximately 6 Bible CEUs (6 clock hours) per year.