

HAMPTON TOWNSHIP SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES

TITLE: PROFESSIONAL
DEVELOPMENT

ADOPTED: April 28, 2004

REVISED:

433. PROFESSIONAL DEVELOPMENT	
1. Purpose	Continuing professional study and inservice training are prerequisites for professional development, enhanced ability to complete responsibilities, and maintaining certification.
2. Authority SC 517	The Board encourages all professional employees to further their professional and personal advancement through graduate courses, inservice training, and professional development activities.
SC 1205.1, 1205.2	In order to continue employment in the district, professional employees are required to meet all obligations necessary to maintain active certification.
3. Guidelines	<p><u>Graduate/Special Courses</u></p> <p>Only courses of study that are preapproved shall be eligible for reimbursement by the district or movement on the salary schedule by an employee.</p> <p>Reimbursement for credits for approved graduate study or special courses shall be made in accordance with terms of the collective bargaining agreement.</p> <p>Documentary evidence of satisfactory completion of all study programs shall be required.</p> <p>Application for reimbursement, accompanied by materials required by the district, shall be submitted to the Superintendent.</p>
SC 1144	Approved graduate study or special courses/programs may be of sufficient advantage to the district to warrant an increase in an employee's annual salary, upon satisfactory completion. Such an increase will be in accordance with terms of the collective bargaining agreement, after satisfactory completion of the program and submission of documentary evidence.

<p>Title 22 Sec. 4.13, 49.16</p>	<p><u>Induction Plan</u></p> <p>The district shall comply with Department of Education regulations in developing and maintaining an induction plan for first-year teachers and teachers new to the district.</p> <p><u>Professional Education Plan</u></p> <p>The Board shall be informed and updated on the goals and progress of the professional education committee, which shall be comprised of parents/guardians and representatives of the community and local businesses, as well as administrators, teachers, and educational specialists.</p>
<p>SC 1205.1 Title 22 Sec. 4.13, 49.17</p>	<p>The Board shall appoint to the professional education committee parents/guardians and representatives of the community and local businesses. Representatives of administrators, teachers and educational specialists on the professional education committee shall be selected by their respective members.</p>
<p>SC 1205.1</p>	<p>The Board shall approve a professional education plan that is designed to meet the educational needs of the district and its employees; specifies approved courses, programs, activities and learning experiences, including those designed to improve teachers' knowledge in subject areas covered by academic standards; and identifies approved providers. The Board shall approve the plan prior to submission for approval by the Department of Education.</p>
<p>SC 1205.1</p>	<p>The Board shall ensure an annual review of the district's professional education plan by the professional education committee to determine if the plan continues to meet the needs of the district, the Strategic Plan, and the employees, students and community. The professional education committee may recommend amendments to the plan, subject to approval by the Board and the Department of Education.</p>
<p>SC 1205.2</p>	<p>The Board may approve, on a case-by-case basis, specific professional education activities not stated within the district's professional education plan. Board approval is not required for credits or hours required for administrator certification, earned through activities conducted by providers approved by the Department of Education or the Department itself, or related to the area of assignment or certification.</p>
<p>SC 1205.2</p>	<p>If the district assumes all costs of credits or hours, the Board may disapprove any course, program, activity or learning experience that is inconsistent with the goals of the professional education plan.</p>