

CLASSIFIED PROFESSIONAL DEVELOPMENT

Professional development results through experiences that provide increased knowledge, understanding and skills directly related to the classified and confidential employee's regular position. This professional development benefits not only the employee but the Baldy View Regional Occupational Program (ROP).

(cf. 4131/4231/4331 - Staff Development)

Full-time classified and confidential employees will be required to complete 12 hours of professional development annually. Classified and confidential employees working less than 40 hours per week will be required to complete six hours of professional development hours annually. Failure to complete the required number of professional development hours may result in an unsatisfactory performance evaluation.

The required number of professional development hours can be obtained through actual hourly attendance at conferences, workshops, serving on conference committees excluding ROP office committees, and enrollment in classes or courses or other activities that enhance the employee's performance in their position. These activities should directly support the employee's job and registration can be employee-paid or ROP-paid.

(cf. 3350 - Travel Expenses)

A professional development plan will be developed with the employee's supervisor at the time of the employee's annual evaluation. Probationary employees will not be required to develop a professional development plan until they have become permanent and have completed one full year of service to the ROP.

Legal Reference:

EDUCATION CODE

41530-41532 Professional Development Block Grant

44032 Travel expense payment

45380-45387 Retraining and study leave (classified)

GOVERNMENT CODE

3543.2 Scope of representation of employee organization

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS

United Faculty of Contra Costa Community College District v. Contra Costa Community College District, (1990) PERB Order No. 804, 14 PERC P21, 085

Management Resources:

WEB SITES

California Association of School Business Officials: <http://www.casbo.org>

California School Employees Association: <http://www.csea.com>