



PROFESSIONAL DEVELOPMENT

The District believes in life long learning, improvement, and achievement for its students and employees. The District encourages and supports professional development for all staff to enhance their knowledge and skill base, improve their performance, and to promote student learning and achievement. Professional development is provided through and by the District, and the District encourages self-initiated professional growth, as well. Whether through self-initiated or District provided professional development, all employees are expected to learn and to incorporate new knowledge, concepts, skills, and best practices into their performance.

Staff members are expected to comply with the professional development plan requirements of their license and provide timely verification of progress towards fulfilling this responsibility.

Completion of fifteen (15) hours (pro-rate for part-time staff by FTE) of personalized, professional development and Public School Works training is required for all certified staff to be eligible for any salary increases granted by the School Board. Non-certified staff must complete Public School Works training. New hires professional development hours will be pro-rated based on months worked and FTE for new employees who began work prior to January 1. Professional development hours must be completed outside the work day/contracted days. All professional development hours for the school year must be completed between April 1 and March 31.

Reference: *Board Policy 3242* Professional Growth Requirements
Board Policy 3125 Educator Licensing