

Every six years, permanent certificated employees shall give evidence of professional growth. Six semester hours of college credit shall be accepted as evidence of professional growth.

The board of education believes the goal of professional self-improvement to be inherent in the responsibilities of each certificated district employee.

Other professional growth activities which may count toward the six-year requirement include non-credit courses, lecture series, workshops, conferences, study groups, local in-service courses, committee service, supervising a student teacher, serving with professional groups, travel of significant educational value, and membership in professional organizations. The employee must receive prior approval from the building principal for any of these activities to count toward professional growth.

Professional Growth Period - This refers to each six-year period which will commence on September 1st of the first year of employment, during which teachers are required to give evidence of professional growth.

All professional growth activities can be applied toward meeting professional growth requirements. With the exception, no professional growth units will be awarded if the applicant has been paid a stipend for attendance.

Activities that will be accepted as professional growth can be found in the table included in this policy. The required 24 points may be earned in a single year or over a period of six years. Up to 12 points in excess of the required 24 points, may be carried over into the **next** 6 year cycle.

**Series 4000 - Employment & Staff
Professional Growth**

4032

Professional Growth Category	Point Criteria
I. Pre-Approved Course Work	
A. College or University Courses	One semester hour = 4 pts
B. Verified Audit of College or University Courses	One semester hour = 1 pt
II. Pre-Approved Professional Meetings	
A. Workshops, conferences, & webinars	Three seat hours = 1 pt
B. Participation in Professional Learning Community	Three hours meeting time off contract = 1 pt
C. Professional presentations prepared and presented to adults at a workshop or conference.	Administrative discretion – One hour = 1 pt
III. Other Pre-Approved Activities	
A. Professional research related to pedagogy.	Administrative discretion – up to 4 pts
B. Membership in a professional organization when dues are paid for by the teacher.	Administrative discretion – One year = 1 pt
C. Publication of work in professional journals or other educational related materials.	Administrative discretion – up to 4 pts
D. School visitations related to assigned curricular areas.	Administrative discretion – up to 4 pts
E. School visitations or accreditation/visitation committees.	Administrative discretion – One day = 1 pt
F. Service as a "cooperating Teacher" for student Teacher.	Administrative discretion – One semester = 2 pts
G. Service as an appointed or elected officer of a professional organization.	Administrative discretion – One year = 1 pt
H. Service as a Department Chairperson	One year = 1 pt
I. Other activities not included above may be considered after prior approval from the administration.	Administrative discretion – up to 4 pts