

<b>Category:</b>  <b>7000 PERSONNEL</b>	<b>Policy Number:</b>  <b>7174</b>
<b>Policy Title:</b>  <b>Professional Development</b>	<b>Effective Date:</b>  <b>August 16, 2006</b>

Under the direction of the Superintendent or designee, the district shall provide professional development opportunities to staff members. Professional development activities should ensure that teachers and staff are adequately equipped to teach challenging and up-to-date subject matter and to implement effective teaching techniques that will assist students in performing successfully in the classroom and on local and state assessment measures.

**Professional Development Leave**

Professional development leave will be allowed at the discretion of the administrative supervisor and/or the Superintendent.

Reimbursement for such leave may be available based on current reimbursement schedules.

**College Credit for Professional Development**

College credit for advancement on the Teacher's Salary Schedule will be given to teachers as outlined in the Master Agreement, Article XI, "Advancement to Interim Steps on Salary Schedule."

College credit for advancement on the Classified Salary Schedule will be given to classified staff as outlined in the procedure.

**Procedure: Procedure 7174p, "Professional Development"**  
**Policy 7320, "Salary Schedule and Credit Information"**  
**Negotiated Agreement, Snake River Education Association with Snake River School District #52**

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COLLEGE CREDIT FOR ADVANCEMENT ON THE SALARY SCHEDULE

**Certificated Employees**

College credit for advancement on the Teacher's Salary Schedule will be given to teachers as outlined in the Master Agreement, Article XI, "Advancement to Interim Steps on Salary Schedule."

In order to move across on the salary schedule, a written request and the official transcripts must be in the Superintendent's office on or before September 10th of the current school year. Credit hours claimed beyond the degree must have been earned after the degree was granted and after initial certification.

Any credits received after the September 10th deadline, will not be considered until the next school year. There will be no changes in the teacher's current salary for credits earned *after* September 10<sup>th</sup>.

**Two Types of In-service Credits for State Recertification Only-Certificated Employees**

These are District in-service hours approved by the building administrator. The "Verification of In-service Hours for State Recertification" pink form is kept by the teacher. When 15 clock hours of formal instruction have been completed, the employee will send the pink form to the District Office with the Appropriate signatures. These in-service hours may be held during the school day. For example: Early Release Days.

State sponsored in-service hours are offered by some special programs. A form is usually distributed to the participants with the number of clock hours already identified. The teacher turns the signed form into the District Office to be placed in his/her personnel file.

**Classified Employees**

College credits shall count towards advancement on the classified salary schedule according to the following:

1. Fifteen college or university credits shall be required to advance one step.
2. Only credits earned since 1995 or date of hire, whichever is later, will be considered.
3. Requests for advancement must be received by the office of the Superintendent no later than September 10<sup>th</sup>.
4. College credits used for Advancement on the Salary Schedule are kept by the Employee's college of choice. A transcript is required when requesting advancement on the Salary Schedule.