

Board Policy Document

STAFF PERSONNEL

Series 400

Policy Title: Professional Development

Code Number: 404.5

The Board believes that professional development is important for all teachers and staff. The Board supports a professional development program for its employees commensurate with the Iowa Professional Development Model and District needs.

There are occasions when employees can also benefit from attendance and participation in professional development activities outside the district. If requested, the focus should always be to maintain, develop, and extend skills that are applicable to student needs and/or improve effectiveness and efficiencies of District education or operations.

Requests from staff members to attend or participate in a professional development program, other than those professional development programs directly sponsored by the District, shall be made to the Superintendent or his/her designee. Approval of the Superintendent or his/her designee must be obtained prior to attendance and participation in externally sponsored professional development programs for approved leave and/or reimbursement of expenses.

The Superintendent or his/her designee shall have the sole discretion to make the decision as to whether employees may or may not attend or participate in a requested professional development program. When making this determination, the Superintendent or his/her designee will consider (1) the value of the program to the employee, as well as for the District, based on District goals and school or program improvement plans; (2) the extent to which the activity can be extended and/or shared with other employees of the District; (3) the effect of employee absence on the education program/school in the District, and on District operations; (4) the District's financial situation and budget for such activities; as well as (5) other factors deemed relevant to the particular request.

First Adoption: August 9, 1994

Revision Adoption: August 18, 1998/November 23, 2004

Legal Reference: Iowa Code §279.8 (1993)

Board Policy Document

None of these statements shall be construed to violate any contract agreement between employee bargaining groups and the Board.