

ARLINGTON ELEMENTARY SCHOOL
School Council Policy

POLICY 16.1

POLICY TOPIC DESCRIPTION

SISl Standards 6 and 9
Professional Development Policy

POLICY INTENT

The school based decision making council policy guides decisions that impact the professional development of the Arlington teaching staff- focusing development on those things that will have the greatest educational impact for students at Arlington Elementary School.

POLICY STATEMENTS

1. Every certified staff member is required to complete 24 hours of professional development as mandated by the state and implemented by the Professional Development Committee according to the Arlington CSIP. Certified staff members who obtain more than the required 24 hours may request the PD committee in writing to pay a stipend for the additional hours. The maximum hours to be stipended will be determined annually by the PD Committee. These hours must relate to the Arlington CSIP, Professional Growth Plan, and must be pre-approved by the Budget and Planning committee, SBDM, and the principal. A certificate of attendance must then be supplied to the PD chair.
2. Certified staff members may use PD funds to pay an amount determined by the Budget and Planning committee (those assigned to Arlington full time) towards the cost of one conference. Those assigned less than full time will receive a pro-rated amount. Certified staff members must make the request in time for the Request for Professional Leave and Substitute Form to be turned in to the PD chair with sufficient time to meet board agenda timelines. If a certified staff member desires to attend a second conference or needs more than the allotted amount, he/she must attend a budget and planning committee meeting to submit a written proposal in order to be considered for additional funds.
3. All forms are available online at <https://my.fcps.net/forms> and can be downloaded and printed for your convenience.

Date Adopted _____ Signature: _____
Council Chairperson