

SECTION: PROFESSIONAL
EMPLOYEES

TITLE: PROFESSIONAL GROWTH
GUIDELINES

ADOPTED: November 9, 1995

REVISED: January 11, 2007

Palmyra Area School District

| 433. PROFESSIONAL GROWTH GUIDELINES | |
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| 1. Purpose | Continued professional study (and in-service training) are prerequisites for continued and professional growth and advanced ability to undertake increased responsibility. Therefore, these guidelines are established for all professional personnel. |
| 2. Guidelines | <p>All professional employees are encouraged through graduate study, special study, or in-service training to further advancement in accordance with these guidelines.</p> <p><u>Attendance at Conferences and Conventions</u></p> <ol style="list-style-type: none">1. All requests for conferences and conventions shall be made through the building principal and approved by the principal, the Superintendent and the Board.<ol style="list-style-type: none">a. Requests for attendance at meetings of one (1) day or less shall also be reviewed and approved by the Superintendent.b. Requests for attendance at meetings of more than one (1) day shall also be reviewed and approved by the Superintendent and the Board.2. Requests shall include the purpose and dates of the meeting and the estimated costs associated with attendance (i.e., registration, transportation, lodging, etc.)3. Expenses shall be paid for conference fees, lodging, car parking and travel.<ol style="list-style-type: none">a. These costs shall not exceed \$450.00 for all professional personnel, except principals, the Assistant Superintendent, and the Superintendent.b. Cost for attendance at meetings by principals, the Director of Curriculum, Assistant Superintendent, and the Superintendent may exceed \$450.00.4. The number of secondary teachers permitted to attend any one conference |

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| <p>School Code 1205.1</p> | <p>will be limited to one (1) teacher per department in the high school and one (1) teacher per department in the middle school.</p> <ol style="list-style-type: none">5. The number of elementary teachers permitted to attend any one conference will be two (2).6. The number of special subject teachers (i.e. phys-ed, librarian, tech ed, art, music, family and consumer science, driver ed., and nurses) permitted to attend any one conference will be determined as follows:<ol style="list-style-type: none">a. Subject area with four (4) or less teachers, K-12, will be one (1) per conference.b. Subject area with five (5) or more teachers, K-12, will be two (2) per conference.7. Upon return from conferences, professional personnel will be required to submit a report about the proceedings and present information to peers. <p>The Board reserved the right to deviate from this policy when it deems it is in the best interest of the District to do so.</p> |
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