

2-03-121. **Professional Growth.**

The Board recognizes the need for continual professional growth and development for the teaching staff members. The Board shall designate funds each year for the purpose of professional growth. The following guidelines shall be utilized in determining the need and award of professional growth funds.

1. A Professional Growth Committee will be established and shall be responsible for the determining the award of professional growth funds to teachers. The committee shall consist of five members who meet only during the regular school term.
 - a. Two members from the elementary school teaching staff.
 - b. Two members from the junior high/high school teaching staff.
 - c. One administrator.
2. The Professional Growth Committee will meet on the second Wednesday of each month school is in session. Professional Growth Applications (Appendix X) will be completed by interested teachers and submitted by the Monday prior to the committee meeting to be eligible for consideration.
3. Applications for Professional Growth funds will be approved by a majority vote of the committee members.
4. Copies of all applications will be distributed to committee members prior to the Wednesday meeting.
5. No requests for funds will be considered until the District Leave Request Form has been approved by the administration.
6. Upon committee approval, successful applications will be forwarded to the district clerk. Funds will be disbursed upon completion of the professional growth opportunity.
7. Additional Professional Growth Funding Award Criteria:
 - a. No funds will be awarded to workshops attended before approval.
 - b. Workshops resulting in college credit may be considered.
 - c. College credits and/or registration costs will not be reimbursed for teachers that have not achieved a Masters Degree.
 - d. State schedules will be used for reimbursement of mileage, rooms, and meals.
 - e. A maximum of \$500.00 will be awarded per individual per year.

Adopted: June 15, 2004
Revised: November 20, 2007
October 21, 2008