

P4605 LOCAL INSERVICE EDUCATION PLAN

BOARD POLICY:

The administration is directed to maintain and implement a Professional Development Program (PDP) for certificated personnel that has been approved by the Kansas State Department of Education.

Administrative Implemental Procedures:

1. The specific procedures to be followed in the operation of this plan are explicitly described in the Kansas Inservice Education Regulations, effective July 2003.
2. The Professional Development Council (PDC) will serve as an advisory body to the Superintendent and the Board of Education and will have district governance responsibilities for the PDP.
3. Programs offered as a part of the PDP shall be for the purpose of improving employee performance and providing them with opportunities to earn inservice education credits that can be used for licensure renewal.
4. School district personnel wanting to conduct and/or sponsor an inservice activity must submit a professional development proposal on the electronic data base, My Learning Plan, and receive approval by the PDC.
5. Licensed personnel participating in the program must submit and have approved by the PDC an Individual Development Plan (IDP) or SQIS goals.
6. Eligible expenditures under this plan are:
 - a. External consultant fees and honorarium
 - b. Travel expenses for external consultants
 - c. District personnel serving as instructors
 - d. Cost of materials used for inservice education

Administrative Responsibility: Learning Services

Latest Revision Date: September 2006

Previous Revision Date: July 1990 P4605

Updated administratively for alignment purposes: December 2013