

## **Professional Development Requirements**

Professional Development opportunities are offered throughout the school year for all Jeff Davis County School System employees. The following is the requirement for JDCSS per calendar term - July 1 through June 30:

Administrators - 50 hours

Teachers - 50 hours\*

PreK/Choices Teachers - 25 hours\*

Paraprofessionals - 10 hours\*

Within a five (5) year period - EVERY teacher and administrator should have attended at least one (1) out-of-county professional development training.

\*IF these hours cannot be met due to extenuating circumstances, the principal will meet with the individual for review.

All employees will keep a record (on a form provided by the system) of all professional development in which he/she participates/attends. A copy of the agenda for the meeting must be part of the documentation record. The principal will collect this information (record) twice a year for verification that professional development is occurring.

Professional development may be earned in-house by participating in department level meetings, grade level meetings, content related workshops, district content initiatives, professional learning communities (department, grade, school).