

**Policy 408.01: Certified Employee Professional Development**

**Status: ADOPTED**

**Original Adopted Date:** 06/01/1989 | **Last Revised Date:** 08/28/2023 | **Last Reviewed Date:** 08/28/2023

The Board encourages certified personnel to attend and participate in professional development activities to maintain, develop, and extend their skills. The Board shall maintain and support an in-service program for certified personnel. Professional development activities will include activities that promote and/or teach about compliance with applicable Iowa laws.

For all professional development programs the district requires employees to take, the district will provide to the employee notice indicating the section of the law, or rules adopted by the state board of education or board of educational examiners that the district determines requires the employee to participate in the professional development program.

Requests for attendance or participation in a development program, other than those development programs sponsored by the District, shall be made to the Superintendent or designee. Approval by the Superintendent or designee must be obtained prior to attendance by a certified employee in a professional development program.

The Superintendent or designee shall have the discretion to allow or disallow certified employees to attend or participate in the requested event. When making this determination, the Superintendent will consider the value of the program for the employee and the District, the effect of the employee's absence on the education program and District operations and the District's financial situation as well as other factors deemed relevant in the judgment of the Superintendent.

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