

**DODGELAND SCHOOL DISTRICT
Board Policy Manual**

537

PROFESSIONAL STAFF DEVELOPMENT OPPORTUNITIES

The School Board recognizes that staff development opportunities are important in order to increase staff effectiveness in meeting District goals and improving student achievement. All district staff members shall be encouraged to increase competence beyond what may be obtained through experience in their assigned duties.

The Board delegates to the District Administrator the task of annually establishing and overseeing the implementation of a comprehensive professional development plan that provides learning and development opportunities for the District's licensed staff, including administrators. The comprehensive plan shall be established and updated collaboratively with the assistance of licensed support services staff, instructional staff, and administrative staff.

Staff development opportunities shall be provided through district-wide and building-based inservice activities, attendance at educational conferences, workshops and conventions, advanced education courses and other means. Licensed support services staff and instructional staff requesting to participate in staff development activities that are not provided directly by the District shall obtain prior approval from the building principal or immediate supervisor, and the District Administrator. Administrators shall obtain prior approval from the District Administrator. All staff members must complete the District's official form "Request for Inservice/Workshop/Conference" that is available in the District Office and school mailrooms.

Staff members are expected to attend from start to finish all approved staff development activities for which the District provides paid leave, tuition, registration fees, and/or other expenses. If such attendance cannot be substantiated, no costs or expenses will be covered and/or a salary deduction will be made for each full or partial day missed based on the staff member's daily or prorated salary rate.

LEGAL REF.: Sections 118.21 (4) Wisconsin Statutes
 121.02 (1) (b)
 PI 8.01(2)(b) Wisconsin Administrative Code
 PI 34

CROSS REF.: 110, District Mission and Beliefs
 671.2, Expense Reimbursement

Approved: February 1993
Revised (Lathrop & Clark): July 25, 2011
Revised (WASB): May 20, 2013