

PROFESSIONAL GROWTH AND FORMATIVE GOAL SETTING

All certified personnel are expected to grow professionally. They are encouraged to keep abreast of the latest developments in education by participation in appropriate educational organizations, maintaining active membership in professional organizations, attending inservice training offered by the District and continuing their formal education.

Effort shall be made to provide employees the opportunity to attend professional meetings held during school hours without loss of pay. Holding office in the organization, participation on the program or the relationship of the meeting to the employee's assignment shall be considered when determining whether or not an employee may attend a professional meeting during school hours.

Absences by employees for employment as professional consultants, judges or officials shall not be considered as absences for professional meetings. An employee receiving reimbursement for serving in any of the above capacities shall have the amount paid deducted from their regular salary.

Certified personnel should limit their enrollment in university classes to the degree that their effectiveness in the District will not be impaired.

Activities of certified personnel, such as Staff Development, travel, completion of workshops and formal class work, that result in professional growth should be recorded in the employee's personnel file. (Reference: Staff Development Plan)

The Superintendent or his/her designee shall establish guidelines for a formative goal-setting process for the purpose of continual improvement of the quality of instruction in the District. Such a process shall be voluntary for teachers; enable the administrator and the teacher to share the responsibility for the process; and focus on mutual goal setting between the administrator and the teacher. Failure to participate in the formative goal-setting process may not be used as the basis for negative action in the *Summative Evaluation Document*. A report concerning the formative goal-setting process or the action plan may be placed in the teacher's personnel file only upon request by the teacher.