

ARTICLE 21 - PROFESSIONAL GROWTH

Section 1. Applicability

This Article applies only to those employees who hold or receive Professional Clear Multiple Subject or Single Subject Teaching Credential. Such credentials have an issue date of September 1, 1985, or later.

Section 2. Basic Requirements

Those employees to whom this Article applies shall develop an individual program of professional growth which consists of a minimum of 150 clock hours of participation in activities which contribute to competence, performance, or effectiveness in the profession of education. This plan must be completed, documented and verified within the five (5) year period during which the Professional Clear Credential is valid, and is a condition which must be met for credential renewal.

Section 3. Content of Plan

Each employee who obtains a Professional Clear Credential after August 31, 1985, shall develop a Professional Growth Plan. The content of the Plan must clearly fit one or more of the following domains of professional growth in education.

- a. A subject or subjects the employee teaches, or reasonably expects to teach in kindergarten or in grades one (1) through twelve (12).
- b. A field of specialization in which the employee serves or reasonably expects to serve, in kindergarten or in grades one (1) through twelve (12).
- c. Concepts, principles and methods of effective teaching, curriculum and evaluation in kindergarten or in grades one (1) through twelve (12).
- d. Concepts and principles of physical, intellectual, social and emotional development among children and youth.
- e. Concepts and principles of human communication, learning motivation and individuality.
- f. Language and cultural backgrounds of groups of children and youth who attend California schools.
- g. Concepts and principles of effective relationships among schools, families and communities.
- h. Roles, organization and operation of public education and of institutions that promote public education.

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Section 4. Categories of Activities for Implementation of Plan

Acceptable categories of activities for implementation of a Professional Growth Plan are defined below. Activities must be chosen from two or more of the categories. See the State publication entitled California Professional Growth Manual for detailed information regarding types of activities.

- a. Completion of one or more college or university courses.
- b. Conferences, workshops, teacher center programs, or staff development programs.
- c. Systematic programs of observation and analysis of teaching.
- d. Service in a leadership role in an educational institution.
- e. Service in a leadership role in a professional organization.
- f. Educational Research and Innovation.
- g. Participation in a professional exchange program in which the employee changes positions with another educator for an extended period of time.
- h. Participation in alternative work experience programs, paid or volunteer, in which the employee fulfills new professional responsibilities for a specified period of time.
- i. Participation in a program of independent study, provided that the employee investigates a specified aspect of education, produces a written report or other tangible product, and evaluates the independent study and its product.
- j. Creative endeavors, provided that the employee creates a tangible product that exhibits originality of thought and execution, or exhibits a creative talent while participating in a group production, and provided that the creative endeavors directly relate to a subject or student group the employee teaches or reasonably expects to teach.
- k. Cultural experiences such as attendance at museums or musical, dramatic, or dance productions, or cross cultural immersion in the language and culture of an ethnic or national group, provided that each experience directly relates to a subject or student group the employee teaches, or reasonably expects to teach.

Section 5. Definition of Clock Hours

A clock hour is determined by the actual time spent in the activity with the following exception: For courses taken from an accredited college or university, each semester unit shall equal 15 clock hours, and each quarter unit shall equal 10 clock hours.

Section 6. Submission of Plan

Prior to beginning an activity which could accumulate clock hours, the employee shall submit the proposed plan to the Principal or Assistant Principal who shall act as the Professional Growth Advisor. The Plan is to be submitted on the Professional Growth Plan and Record Form provided by the Commission on Teacher Credentialing. If the proposed plan is in conformance with 3 and 4 above, the Advisor shall sign off on the proposed plan. If the proposed plan is not in conformance, the reasons for non-conformance shall be stated in writing by the Advisor. If the employee desires to amend an already approved activity for accumulation of clock hours, the same process shall be followed.

Section 7. Approval or Disapproval of Plan

The Advisor shall approve or disapprove proposed plans independent of any performance evaluation, and an employee's compliance with the plan does not assure continued employment.

Section 8. Verification of Completion of Activities

Upon completion of the activities, the employee shall submit for verification to the Advisor the completed Professional Growth Plan and Record Form together with reasonable verification of time spent for each activity.

Section 9. Continuance of Plan

Once a professional growth plan has been signed by the employee's Advisor, it shall continue in force regardless of any change in the Advisor, any change in assignment, or any transfer from one site to another.

Section 10. Professional Growth Appeal Panel

A District-wide Professional Growth Panel shall be established to act as an appeal body to resolve disputes between an employee and Advisor, and shall be constituted as follows:

- a. Two (2) employees, one (1) elementary and one (1) secondary, appointed by the Association.
- b. Two (2) administrators, one (1) elementary and one (1) secondary, appointed by the District.
- c. A non-voting management designee appointed by the District to implement convening the Panel and providing necessary arrangements and materials for the Panel members.
- d. Panel members shall be appointed for either a two (2) or three (3) year period, with the Association and the District designating the alternating terms of each of its two (2) members.

If the Panel is unable to make a decision within five (5) working days, or the decision is unacceptable, the employee may appeal the decision to the State Commission on Teacher Credentialing.