



2016-2017

INSTRUCTIONAL ASSISTANTS PROFESSIONAL DEVELOPMENT CREDITS

* Instructional Assistants in all areas, including:

General Fund, Bilingual, ESL, ISS, Library, Special Education, Title 1 *

Professional development credit encompasses a commitment to continued professional growth and learning which supports student success. The type of professional development and credits outlined below are the District's minimum requirements. Employees shall participate in professional development annually as directed by the principal.

Credits	Professional Development Type
5	Job Related – Credit is earned by attending job related training including but not limited to campus based training, webinars, technology trainings, workshops, conferences, and online training.
1	Compliance – Credit is earned by completing the Required Compliance eCourse in eduphoria and includes: <ul style="list-style-type: none"> • Bloodborne Pathogens • Child Abuse Awareness & Prevention • Digital Citizenship • Financial Ethics & Proper Use of District Resources • Freedom from Discrimination, Harassment & Retaliation
1	Student Behavior and Management – Annual review by principal or counselor <ul style="list-style-type: none"> • Bullying/Cyber Bullying • Dating Violence – Secondary staff only
2	NEW INSTRUCTIONAL ASSISTANTS ONLY: Student Behavior and Management - Suggested resources: Eduhero or campus counselor <ul style="list-style-type: none"> • Bullying/Cyber Bullying • Suicide Prevention

NOTE: It is the sole responsibility of employees to track and maintain their own professional development (PD) records.

***In-District PD* is recorded in Eduphoria:Workshop by the course instructor.**

***Out of District PD* must be entered by the attendee and approved by the supervisor/principal.**