

PROFESSIONAL DEVELOPMENT:

REQUIRED STAFF DEVELOPMENT- OPTION DAY

Professional teaching employees must attend a designated District Staff Development day in August of each contract year. Starting in the 2016-17 school year, optional credit (OPT) may be earned in place of this day. Below are the regulations for OPT credit:

1. Staff development identified as eligible for OPT credit will be identified with OPT in the session title along with the last two digits of the year, i.e. OPT16. OPT credit will provide teachers with the option of earning required staff development for the August Staff Development day prior to and in place of that day.
2. Participants who do not earn OPT credit between the first day of summer break and the last day in July will be required to register for and attend the designated District Staff Development Day in August. Only classes identified by district content administrators as OPT credit will qualify.
3. Participants who choose to attend one of the OPT credit days in place of the August District Staff Development Day will be required to report professional development leave on the August District Staff Development Day. This must be reported in the e-schools system and Kronos.
4. OPT credit classes will be offered through the last day of July prior to the August contract start date.
5. Teachers who attend staff development on their own time that is directly related to their job assignment may request OPT credit in advance. To receive OPT credit for sessions outside of Lamar CISD and not included in Ascend, teachers will have to submit an OPT Credit Request form to the appropriate district-level content administrator a minimum of two weeks prior to the event. The district-level content administrator will notify the teacher if the request has been approved. Following the session, the teacher will then need to submit a certificate of completion to the district-level content administrator, who will then award credit in Ascend.
6. New teachers whose contract will start in August are not eligible for OPT credit. These teachers will be required to attend the designated District Staff Development Day in August.
7. Participants in OPT classes will receive OPT credit for the current year unless the participant indicates another credit type in writing on the roster. Participants will receive CE credit for all staff development sessions and OPT credit for those identified as OPT. If a participant chooses to receive DMA or another credit type in place of OPT, the participant must indicate this request on the roster on the day of the session. Alternative credit types may not be assigned if not indicated on the roster by the participant. Participants in a staff development session indicated as OPT credit that is more than one day will receive OPT credit for the first day and DMA credit for the remaining days, unless the participants indicate otherwise on the sign-in sheet.
8. Participants who register and do not show on the day of the training will be required to attend on the August District Staff Development Day. If a conflict arises, participants must cancel registration in Ascend 24-hours prior to the training day.