

PROFESSIONAL DEVELOPMENT OPPORTUNITIES

The West Carroll Parish School Board (WCPSB) recognizes that a program of professional development and education is important for the constant professional growth and improvement of employees. Therefore, professional personnel shall be encouraged to keep up with new developments and take part in development opportunities in their academic fields and to cultivate open minds and an experimental attitude toward current educational practices.

The WCPSB may annually develop a plan for in-service programs for teachers in conformity with guidelines established by the Louisiana Department of Education (LDE). The WCPSB shall utilize the advice of the members of its teaching staff in developing the proposed plans. The educational training to be undertaken shall utilize the services of trained coordinators, who shall be designated by the WCPSB from among its certified employees. Having received training, these coordinators shall provide classroom teachers with information, techniques, and technical assistance to meet the needs of students in the classroom environment.

The WCPSB shall develop and continually monitor a plan to provide in-service training, through the coordinators trained by the LDE, to all classroom teachers in the system who desire to receive such training. In addition, coordinators will be available, on a more or less continuous basis, for consultation with classroom teachers who request assistance or information. In-service training programs shall address matters related to all aspects of education in accordance with guidelines established by the LDE.

EDUCATIONAL ASSISTANCE PROGRAM

The WCPSB offers an educational assistance program exclusively to its employees to meet their needs as listed below. The following employees shall be assisted subject to funding availability as specified in the *No Child Left Behind (NCLB) Consolidated Application*.

1. Teachers needing to meet state certification requirements.
2. Teachers needing to meet the definition of Highly Qualified (HQ) status in their current teaching assignment.
3. Teachers seeking advanced degrees in Administrative Leadership degree programs as per recommendation by the site principal, central office supervisor and Superintendent.
4. Teachers seeking additional HQ status in other subject(s) as per request by a WCPSB administrator.

5. Paraprofessionals needing to meet Highly Qualified (HQ) status.

Type of Benefits Provided:

Tuition and related fees, supplies, exam fees, as well as other such fees associated with coursework, certification, and exams.

Types of Benefits Not Provided:

1. Tools or supplies that the employee may retain after completing a course of instruction. (Excluding textbooks)
2. Meals, lodging, transportation and other such expenses incurred during the pursuit of listed educational needs.

Documentation of passing grades, fee payment schedule, and/or receipts must be submitted within two (2) weeks after the end of semester for reimbursement of expenses for coursework. Praxis scores, along with fee payments and/or receipts, must be submitted for reimbursement within two (2) weeks after official notification of results are received from Educational Testing Service (ETS).

Revised: November, 2010

Ref: La. Rev. Stat. Ann. '17:24.1; Louisiana Handbook for School Administrators, Bulletin 741, Louisiana Department of Education.