



PROFESSIONAL DEVELOPMENT (PD) CLARIFICATION for 2019-2020

Information regarding attendance requirements for

Professional Development

PD* prior to the opening of the school year or beyond regular work hours during the school year:

- Is VOLUNTARY. Administrators cannot render attendance at PD sessions compulsory if offered beyond the workday.
- Compensation at a rate equal to \$100 per day is required in accordance with Article XXVI, Section 37 of the M-DCPS/UTD contract if offered beyond the workday.

PD* on Teacher Planning Days/non-Opt Days:

- In accordance with Article XX, Section 5, paragraph E, of the M-DCPS/UTD contract, the majority of time (51%) during teacher planning days is to be used by the employee for a variety of planning/preparation activities.
- Only 49% of those days can be required by the administrator for PD.

PD* on Teacher Planning Days/Opt Days:

- In accordance with M-DCPS/UTD Contract Amendment, dated 5/11/09, Article XX, Section 5, paragraph I (added): On days designated on the school calendar as opt days, 75% of each designated opt day shall be used at the teacher's discretion for a variety of planning/preparation activities.
- Only 25% of those days can be required by the administrator for PD (approximately 1 hour and 35-40 minutes).

PD* on Early Release Days (secondary):

- PD on early release days for secondary schools can be required by administrators. (not codified in the contract)

PD* on Early Release Wednesdays (elementary):

- In accordance with Article XX, Section 5, paragraph B, of the M-DCPS/UTD contract, with at least one week's prior notification, one early Wednesday dismissal a month may be used for professional development.

PD during Planning/Preparation Periods:

- In accordance with Article XX, Section 7, paragraph C, of the M-DCPS/UTD contract, uninterrupted planning time is not to be used for compulsory meetings.
- PD* cannot be required by administrators during planning/preparation periods.

PD* on Professional Development Days - non-opt days (August 15th, October 25th and November 4, 2019):

- Three teacher planning/preparation days are designated for full-day professional development and shall not be available for opting and shall be used for full-day professional development (Article XX, Section 5, paragraph E, and Article XX, Section 10) of the M-DCPS/UTD contract)

PD* during Faculty Meetings:

- Attendance at faculty meetings is required in accordance with Article XX, Section 4, of the M-DCPS/UTD contract, and administrators may use this time for PD, provided Master Plan Points are awarded. (Contract language for number, times and length of faculty meetings apply.)

PD* during Regular Duty Day:

- PD can be required by administrators during a regular duty day. In accordance with Article XIV, Section 18, of the M-DCPS/UTD contract, any regular employee may be assigned to be temporarily absent from his/her regular duties for the purpose of participating in workshops.
- Regular pay is received and travel expenses may be allowed.

***Master Plan Points Required:**

- In accordance with Article XX, Section 5, of the M-DCPS/UTD contract, “When teachers are required to participate in professional development, they shall receive Master Plan Points.”
- Master Plan Points must be awarded for PD whenever it is scheduled.