

C. Professional Growth

Bargaining Unit Members who have attained BA plus 60 units and who have been for at least one year on Step 10 of Class III shall be entitled to a professional growth allowance. A maximum of 10 semester units may be credited in any one year. Beginning in the 1976-77 school year credit for PGI courses will be allowed if transcripts with rationale are submitted to the Personnel Services Office by October 31. This will apply to courses, which were completed after November 1, 1975. During the two-week period following October 31, a committee will review all such submissions and will forward to the Assistant Superintendent of Personnel Services courses recommended for credit. Individuals whose courses are disapproved on the grounds that there is only indirect evidence of their relation to the assignment of the Bargaining Unit Member shall be given the opportunity to appear before the committee and present their cases. Professional growth units earned after June 4, 1993, will be considered for credit if verification is submitted to the Personnel Services Office by October 31. During the two-week period following October 31, a committee will meet to review all submissions challenged by the Assistant Superintendent of Personnel Services and will forward to the Assistant Superintendent of Personnel Services courses recommended for credit. Individuals whose courses are disapproved on the grounds that there is only indirect evidence of their relation to the assignment of the Bargaining Unit Member should be given the opportunity to appear before the Committee and present their cases. The Committee will consist of four members -- two appointed by the Bargaining Unit and two by the Superintendent. Beginning July 1, 2019, unit members may submit units for their professional growth allowance one time per school year but may do so at any time during the school year. If these units result in column advancement for the unit member, the column advancement shall become effective in the next month, consistent with payroll submission deadlines. Credit for training will be allowed either from accredited universities and colleges or from in-service courses, which have been approved by the administration. Hours from these professional growth activities will be converted to regular university semester unit equivalents for salary schedule purposes. 57 In-service courses are offered by the school district, and credit for these will qualify personnel for salary advancement under the following conditions: (i) Two units per semester, or four units per year, are the maximum allowed. (ii) Salary credit will be limited to a maximum of six units for each fifteen required for a given salary classification. (iii) Prior approval is required for in-service courses for which college or university credit is not granted.