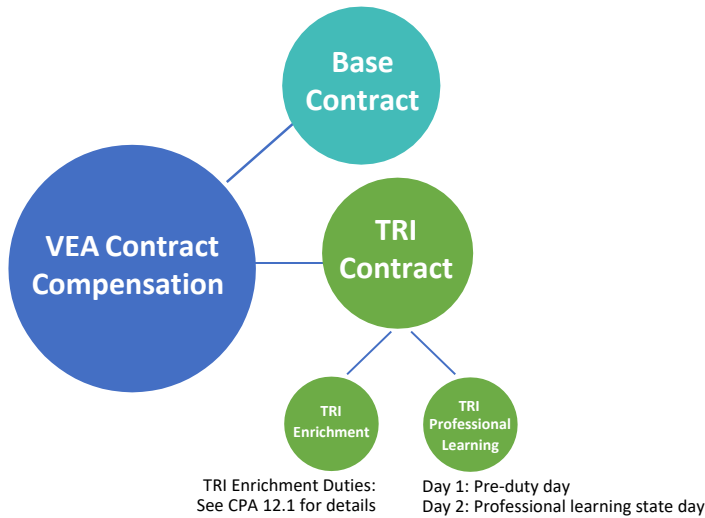
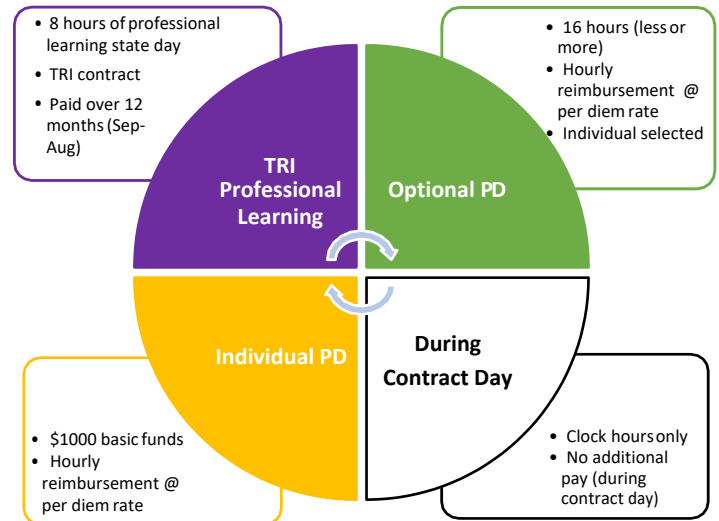


VEA Contract Provisions: Professional Development

VEA Contract Compensation Breakdown



Categories of Professional Learning/Funding



Credit Documentation Reminders

- Must be at least three (3) hours
- Must be earned from a WA State Approved Clock Hour Provider; approved providers listed here: <http://www.k12.wa.us/certification/ClockhoursDocumentation.aspx>
- Must be on a WA State Clock Hour In-Service Registration form
- Continuing Education Units only accepted for ESAs
- **September 30:** Clock Hour In-service Registration form(s) and official college transcript(s) due

PD Reimbursement Reminders

- **July 1 - June 30:** PD year dates
- PD funds determined by course end date
- **June 15:** PD application(s) due for current school year
- **July 10:** PD reimbursement documentation due for current school year
- After June 15, applications for current school year will not be accepted
- Out of state travel or travel that requires an employee to be absent for three or more student attendance days, must be approved by Teaching and Learning; PD application and rationale must be submitted 20 days prior for review

Individual Per Diem Rate

- Effective September 1, 2018, all employees are paid their individual per diem rate for supplemental time; there is no longer a flat supplemental hourly rate.
- You can find your individual per diem rate in Skyward. Directions on how to locate this rate are available on the VPS PD site.
- Please note, the rate deducted from your PD allocation includes tax and benefits (this is the amount that you will see in the PD site application). This rate is higher than what you are paid and what you record on your supplemental contract.

TRI/State Professional Learning

- 8 hours of professional learning state day
- Courses highlighted in purple on VPS PD site
- Part of TRI Contract
- No hourly reimbursement available

Optional Professional Development

- 16 hours of professional development
- Courses highlighted in green on the VPS PD site
- Optional PD (not required)
- Employee may select course(s) of choice
- Hourly reimbursement is funded by the district
- If you attend more than 16 hours, the district will continue to pay for those hours
- Paid at individual per diem rate

Individual Professional Development

- \$1000 of basic PD funds for .4 FTE or more
- Courses highlighted in yellow on VPS PD site
- Hourly reimbursement is funded by PD allocation
- PD allocation may be used for out-of-district course expenses
- Employee must submit supplemental contract
- Paid at individual per diem rate
- Once PD allocation is exhausted, employee will not be paid, but can continue to attend for clock hour credit

Contract Day Professional Development

- Courses highlighted in white on VPS PD site
- No hourly reimbursement for full-time
- Part-time can request hourly reimbursement from instructor

Questions?

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