

### Required Employee Professional Development

The board requires licensed employees to attend and participate in professional development activities to maintain, develop, and extend their skills.

The board expects and supports an in-service program for all employees. Professional development activities will include activities that promote and/or teach about compliance with applicable Iowa laws.

For all professional development programs the district requires employees to take, the district will provide to the employee notice indicating the section of the law, or rules adopted by the state board of education or board of educational examiners that the district determines requires the employee to participate in the professional development program.

Requests for attendance or participation in a development program, other than those development programs sponsored by the school district, are made to the superintendent. Approval by the superintendent or designee must be obtained prior to attendance by an employee in a professional development program when the attendance would result in the employee being excused from their duties or when the school district pays the expenses for the program.

The superintendent or designee will have sole discretion to allow or disallow employees to attend or participate in the requested event. When making this determination, the superintendent will consider the value of the program for the employee and the school district operations and the school district's financial situation as well as other factors deemed relevant in the judgment of the superintendent.