



PROFESSIONAL DEVELOPMENT INFORMATION

TO: New Certified and Classified Employees
FROM: Scott Alter, Assistant Superintendent for Learning Support
SUBJECT: Professional Development

Welcome to Covington Schools! As a new certified, emergency certified or classified employee in the district, it is our goal to provide a smooth transition and help answer your questions pertaining to support within your school and district. This information is pertinent to curriculum, instruction, assessment, and policy issues that arise.

In relation to the district and school's professional development, we adhere to the state mandated professional development law, KRS 158.070 that states, "each local board of education shall use four days (24) hours of the minimum school term for professional development." Therefore, please speak with your principal to determine the professional development planned for your school. In addition, the district has courses offerings for the summer of 2020 and beyond that, with principal approval, can be counted for professional development hours. It is important to remember that professional development is BEYOND the school day, or days when students are not present.

Please check the dates below and the number of hours needed for the 2020-2021 school year. The dates correspond with district Professional Development days on the 2020-2021 calendar.

If you have been hired between:

- June 01, 2020 – August 24, 2020 - You will need **24 hours***
- August 25, 2020 – October 12, 2020 – You will need **18 hours***
- October 13, 2020 – March 19, 2021 – You will need **12 hours***
- March 20, 2021 – May 28, 2021– You will need **6 hours***
- May 29, 2021 – June 8, 2021 - You will **NOT** be required to earn PD hours*

Name:

JEBiggs Sixth Ninth Latonia John G Glenn O HMS HHS TLC CAHS

I have read the above memo and realize that I am required to complete Professional Development as mandated by KRS 158.070. I understand from the memo that according to my hire date, I am required to complete hours of Professional Development for the 2020-2021 School Year.

STAFF SIGNATURE: _____ DATE: _____

Revised memo July 14, 2020 D. Herron