

Professional Learning and Preparation Days 2024-25- Final

Preservice

District Focused Professional Learning will occur on the date and at the time specified.

For the remaining days of Pre-Service, Building Leadership Teams will determine placement of Building Focused Professional Learning, Principal Directed Activities, and Educator Preparation using the time allotments indicated for each of the Pre-Service Activities.

These time allotments **MUST** be followed to meet guidelines for State Audited Student Contact Time.

Effective professional learning includes opportunities for **collaboration** and **implementation**.

Date	District Focus Aligns with District Goals All District Focused Professional Learning sessions must be entered into Frontline Professional Growth.	Building Focus Aligns with Building Growth Goals Select any FOUR (½) Days All Building Focused Professional Learning sessions must be entered into Frontline Professional Growth. ONE (1/2) day may be used for Mandatory Trainings.	Job-Embedded Professional Learning Aligns with Student Learning Goals and Supporting Educator Standards All Job-Embedded Professional Learning sessions must be entered into Frontline Professional Growth.	Principal Directed Principal-Directed Faculty/Grade Level Focused Meetings Select any TWO (½) Days	Educator Preparation Select any ONE (½) Day Does not include August 6, 2024
Professional Learning Counted Toward State Audited Student Contact Time			Not Counted Toward Student Contact Time		
8/06/24 TUE					Elem/HMC: 8:15am-4:15pm MS/HLC: 7:40am-3:40pm HS/PLC: 7:15am-3:15pm
8/07/24 WED		Elem/HMC: 8:15-11:45am MS/HLC: 7:40-11:10am HS/PLC: 7:15-10:45am Lunch 90 min	Elem/HMC: 1:15-4:15pm MS/HLC: 12:40-3:40pm HS/PLC: 12:15-3:15pm	Elem/HMC: 8:15-11:45am MS/HLC: 7:40-11:10am HS/PLC: 7:15-10:45am Lunch 90 min	Elem/HMC: 1:15-4:15pm MS/HLC: 12:40-3:40pm HS/PLC: 12:15-3:15pm
8/08/24 THUR	Elem: 8:00am-4:00pm Sec: 7:30am-3:30pm Lunch 90 min Includes 1 hour for Oracle Training				
8/09/24 FRI		Elem/HMC: 8:15-11:45am MS/HLC: 7:40-11:10am HS/PLC: 7:15-10:45am Lunch 90 min	Elem/HMC: 1:15-4:15pm MS/HLC: 12:40-3:40pm HS/PLC: 12:15-3:15pm	Elem/HMC: 8:15-11:45am MS/HLC: 7:40-11:10am HS/PLC: 7:15-10:45am Lunch 90 min	Elem/HMC: 1:15-4:15pm MS/HLC: 12:40-3:40pm HS/PLC: 12:15-3:15pm
8/12/24 MON		Elem/HMC: 8:15-11:45am MS/HLC: 7:40-11:10am HS/PLC: 7:15-10:45am Lunch 90 min	Elem/HMC: 1:15-4:15pm MS/HLC: 12:40-3:40pm HS/PLC: 12:15-3:15pm	Elem/HMC: 8:15-11:45am MS/HLC: 7:40-11:10am HS/PLC: 7:15-10:45am Lunch 90 min	Elem/HMC: 1:15-4:15pm MS/HLC: 12:40-3:40pm HS/PLC: 12:15-3:15pm
8/13/24 TUE Dismissal Times for Students Grades K-5: 11:30am Grade 6: 12:55pm Grade 9: 12:15pm			Elem/HMC: 1:15-4:15pm MS/HLC: 2:40-3:40pm HS/PLC: 1:45-3:15pm Lunch 90 min	Elem/HMC: 1:15-4:15pm MS/HLC: 2:40-3:40pm HS/PLC: 1:45-3:15pm Lunch 90 min	Elem/HMC: 1:15-4:15pm MS/HLC: 2:40-3:40pm HS/PLC: 1:45-3:15pm Lunch 90 min

Pre-Service Professional Learning Plan and Schedule submitted by administrators and departments in SharePoint by July 29, 2024

- **Preservice: (1) August 6 is designated as Educator Preparation for returning educators and may be flexed-** see Policy GBZCCA **(2) BLTs will collaboratively determine the pre-service schedule for their buildings following the designated time allotments. (3) Extra-curricular activities DO NOT** occur during the professional day **August 6-13**. These activities may occur prior to the beginning of or after the professional day. **(4) New Educators: August 1, 2, 5, 6**. New Educators have designated learning activities at specific locations.
- **Attendance** is taken for all Professional Learning sessions. Only illness/bereavement leave can be used, as appropriate. No Discretionary Personal Business Leave may be used on Professional Learning days.
- **Out-of-District Professional Learning Activities** are not approved during designated Professional Learning or Conference days except in unique circumstances. Prof. Council reviews/approves requests. Student field trips are not Professional Activities.
- **Summer Conference 2025: May 28-30**

- **Building Professional Learning** is designed to support the goals of the Building Growth Plan and may not be dedicated solely to activities such as teambuilding. Building Prof. Learning sessions are described in the Building Professional Learning Plan and are due by designated dates (**pre-service due July 29**). The district may provide some content for schools. Mandatory Trainings will be completed ONE (1/2) day during pre-service. Buildings should provide differentiated learning to meet the varied needs of their educators.
- **District Professional Learning** is designed to support the goals of the District Strategic Plan. An overview of District Professional Learning sessions are described in the District Professional Learning Long Range Plan. Department plans are due by designated dates (**pre-service due July 29**). District professional learning is differentiated to meet the needs of educators.
- **Variance Requests:** Variance request process is outlined in the Negotiated Agreement –Variance Procedure. Variance requests to have district groups meet during building focused professional learning will be approved on a very limited basis. Every effort should be made to have department/grade level needs addressed during designated district focused professional learning. Changes must be communicated to staff (classified as appropriate) immediately following variance approval. See Grade & Reporting Dates document for times grades are due if a variance is approved.

Professional Learning and Preparation Days 2024-25- Final

Inservice					
Effective professional learning includes opportunities for collaboration and implementation .					
Date	District Focused Aligns with District Goals	Building Focused Aligns with Building SIP Goals	Job-Embedded Professional Learning Aligns with Student Learning Goals and Supporting Educator Standards	Principal Directed Principal-Directed Faculty/Grade Level Focused Meetings	Educator Preparation Preparing for Student Learning, Grades, Classroom Environment
Professional Learning Counted Toward State Audited Student Contact Time				Not Counted Toward State Audited Student Contact Time	
8/30/24 FRI Dismissal Times for Students Grades K-5: 12:10pm Grades 6-8: 11:35am Grades 9-12: 10:55am			Elem/HMC: 1:20-4:15pm MS/HLC: 12:45-3:40pm HS/PLC: 12:05-3:15pm Lunch 60 min Building Directed		
9/03/24 TUES	Elem: 8:00am-4:00pm Sec: 7:30am-3:30pm Lunch 90 min Includes 1 hour for Oracle Training District Symposium				
10/11/24 FRI		Elem/HMC: 8:15-11:45am MS/HLC: 7:40-11:10am HS/PLC: 7:15-10:45am Lunch 60 min Includes 1 hour for Oracle Training			Elem/HMC: 12:45-4:15pm MS/HLC: 12:10-3:40pm HS/PLC: 11:45-3:15pm
12/20/24 FRI Dismissal Times for Students Grades K-5: 12:10pm Grades 6-8: 11:35am Grades 9-12: 10:55am					Elem/HMC: 1:20-4:15pm MS/HLC: 12:45-3:40pm HS/PLC: 12:05-3:15pm Lunch 60 min
1/03/25 FRI		Elem/HMC: 8:15-11:45am MS/HLC: 7:40-11:10am HS/PLC: 7:15-10:45am Lunch 60 min			Elem/HMC: 12:45-4:15pm MS/HLC: 12:10-3:40pm HS/PLC: 11:45-3:15pm
1/06/25 MON	Elem: 8:00-11:30am Sec: 7:30-11:00am Lunch 90 min		Elem: 1:00-4:00pm Sec: 12:30-3:30pm Focus on Standard 6		
2/07/25 FRI		Elem/HMC: 8:15-11:45am MS/HLC: 7:40-11:10am HS/PLC: 7:15-10:45am Lunch 60 min			Elem/HMC: 12:45-4:15pm MS/HLC: 12:10-3:40pm HS/PLC: 11:45-3:15pm
3/24/25 MON	Elem: 1:00-4:00pm Sec: 12:30-3:30pm Differentiated Learning- District Directed				Elem: 8:00-11:30am Sec: 7:30am-11:00am Lunch 60 min
4/24/25 THU Dismissal Times for Students Grades K-5: 12:10pm Grades 6-8: 11:35am Grades 9-12: 10:55am		Elem/HMC: 1:20-4:15pm MS/HLC: 12:45-3:40pm HS/PLC: 12:05-3:15pm Lunch 60 min			
4/25/25 FRI	Elem: 8:00-11:30am Sec: 7:30-11:00am Lunch 90 min		Elem: 1:00-4:00pm Sec: 12:30-3:30pm District Directed		
5/22/25 THUR Dismissal Times for Students Grades K-5: 12:10pm Grades 6-8: 11:35am Grades 9-12: 10:55am				Elem/HMC: 1:20-4:15pm MS/HLC: 12:45-3:40pm HS/PLC: 12:05-3:15pm Lunch 60 min	
5/23/25 FRI					Full Day Check Out

Job Embedded Professional Learning

Job-Embedded Professional Learning counts toward state-audited student contact time and meets KSDE requirements to earn Professional Development Points.

Job Embedded Professional Learning on August 30

- Educators will collaborate ON-SITE following Building guidance for processing and implementation of new learning.

Job Embedded Professional Learning on January 6

- Educators will engage ON-SITE with Data Analysis and Planned Actions (Standard 6) within the Appraisal Process.

Job Embedded Professional Learning on April 25

- Educators will collaborate ON-SITE following District guidance for processing and implementation of new learning.

Educator Preparation

Educator Preparation does not count toward state-audited student contact time and is not eligible for Professional Development points.

Educator Preparation Time (noted in blue):

- All bargaining unit members will be allowed to exercise professional judgment in flexing work time during these days.
- The professional employee may complete the required prep work during a time and at a location of the employee's choosing. Presence at the work site is not required.
- The professional employee must meet the exporting or grade entry deadline as listed in the Grade & Reporting Dates Appendix B.
 - *Those typically not preparing grades or for conferences who wish to utilize the flex-time on these professional days should discuss with their principal/ supervisor what their off-site work will entail.*
- Professional employees are not required to submit documentation of work time or location when exercising this professional privilege.
- Bargaining Unit members on leave who retain responsibility for submission of grades and who turn in grades by the published deadline will not have the flex time count against leave.

Educator Preparation time on May 23 (noted in orange):

- Educators will establish a "check-out" time with their administrator or supervisor.

Approved by Professional Council Calendar Committee.
Pending BOE approval and teacher ratification.
Latest calendar available in O-Zone/Calendar Tab.