

## PROFESSIONAL DEVELOPMENT

The Governing Board is committed to creating an engaging workplace which values employee development and growth. Development and training opportunities enable employees to continually improve competencies, skills, knowledge and performance to improve job satisfaction, career potential, and to maximize their contribution to the District's strategic directions in support of student success. Such activities shall be clearly of value to the District and include attendance at conference or professional organizations, institutes, clinics, workshops, educational meetings, seminars, professional assignments at off-campus locations, and in-service training classes designed to extend job knowledge, increase efficiency or prepare the employee for growth within a position.

The Board is committed to its ongoing development as a Board and to an education program that includes new Board member orientation. To that end, the Board will engage in study sessions, provide access to reading materials, and support conference attendance and other activities that foster Board education.

In support of professional development, Governing Board members and employees shall have access to the programs the District provides for professional development purposes, i.e., tuition reimbursement; tuition assistance, sabbatical and professional leaves, and/or staff development activities through funds provided by the District.

Approval must be obtained from the appropriate manager to attend conferences and other educational meetings. The leave may be permitted without salary deduction provided prior approval is obtained.

Members of the Governing Board or employees shall receive actual and necessary expenses, when not otherwise funded, in accordance with appropriate administrative procedures. In addition, such attendance shall be without loss of regular monthly salary unless otherwise stipulated prior to attendance.

Expenses while in attendance at approved educational activities shall be reimbursed by the District in accordance with business procedures.

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