

Puxico School District Professional Development Committee
Floating PD FAQs

2019-2020 PDC Members:

Holly Poole, Chairperson

Erin Armstrong, Jennifer Bowling, Cindy Crabb, Kristin Willard, Nate Wills

What is Floating PD?

Our district did away with an extra professional development day during the school year so that our teachers were able to find professional development that is relevant to their specific grade level and curriculum needs. Floating PD must be attended outside of the regular contracted school day. You are ***required*** to complete seven (7) hours of *PDC-approved, documented* Floating PD each year or you will receive a dock in pay.

What Counts as Floating PD?

- Floating PD workshops offered by the district throughout the school year
- District provided Summer Curriculum workshops, District Orientation/New Staff Workshop
- Observing another school district on a day we are not in session.
- Webinars in small-group settings that are pre-approved by the PDC
- Eureka Math Module PD Videos
 - Viewed in a small-group setting with sign-in sheet. (Contact PDC Chair for Sign-in Sheet.)
 - Viewed on an individual basis with an accompanying reflection form. (Contact PDC Chair for Reflection Form.)
- MAP-A PD videos from DESE (Print Certificate for documentation) *Map/EOC training given by counselor will not count as Floating PD.*
- **If you have a question about whether something not listed counts as professional development hours, please ask the Professional Development Committee.**

What Documentation do I need?

- Sign-in sheets will be provided at workshops provided by the district.
- Observation forms will be provided for any staff member wishing to observe another school district. These forms will need to be picked up prior to the observation.
- Professional Development logs will be provided during the school year that outline all the district-provided Professional Development opportunities. This includes required and Floating PD. These logs will be due **APRIL 1st** each year and should be submitted to the **Professional Development Committee Chair, Ms. Holly Poole.**

Who Presents Floating PD Workshops?

- When the Professional Development Committee approves you to attend a workshop/conference throughout the year, we are investing in you! We expect you to bring back something from your conference and offer it to our district in the form of a Floating PD workshop or breakout-session during our regularly scheduled PD days.
- You will need to submit the **PD Training Opportunity Form** to the PDC for approval. Once it is approved, you will receive a sign-in sheet to use as documentation for your attendees. Please submit the completed sign-in sheet the day of or the day following your workshop.
- Email the PDC Chair a description of your workshop and it will be sent out to the district to inform everyone of your workshop.
- We suggest that you get a head count a week in advance of your workshop to know if it will make. You will not be penalized if nobody attends your workshop; we just want to make a variety of workshops available to our staff throughout the year.

DISCLAIMER

It is your responsibility to complete your seven (7) required hours of Floating PD each year.

*Our summer curriculum workshops are the only district-provided PD offered that can be counted as Floating PD hours OR as paid hours. Many teachers use the summer curriculum workshop as Floating PD. Think of it as insurance – you will have your required hours out of the way before the school year begins. Even if you plan on attending a workshop/conference throughout the school year, unforeseen circumstances (sickness, cancellations, schedule conflicts, budgeting concerns, etc.) may occur that cause you to be unable to attend. **If you do not complete your required seven (7) hours of Floating PD, you will receive a dock in pay.***