

**ARTICLE 16**  
**Professional Development**

- A. The parties agree to create a Professional Development Study Committee. The Superintendent shall appoint three (3) representatives and the BTU-ESP shall appoint three (3).
- B. The committee shall assess and identify the Professional Development needs of Educational Support Professionals. Also, the committee will recommend procedures for implementing Professional Development programs.
- C. The committee shall elect a chairperson, and meet at agreed-upon times and places. Other District personnel or consultants may appear before the committee. The Superintendent may arrange release time for committee meetings.
- D. The committee shall submit its recommendations to the Superintendent not later than May 1 of each school year.
- E. Upon prior approval by the principal/administrator, educational support professional(s) may be assigned to attend a designated District school Professional Development activity. In the event the educational support professional(s) is assigned by the principal to attend a District school Professional Development activity on a non-workday, the educational support professional(s) shall be paid his/her hourly rate for the hours attended at the workshop.
- F. **Early Release Time:** ~~Efforts will be made by the district to provide training for the educational support professionals during Early Release Days.~~ On early release and professional study days, Education Support Professionals shall be permitted to attend professional development training subject to their school/department's operational needs. Requests to attend professional development training shall not be unreasonably denied. Employees attending training on these days are required to complete a Temporary Duty Authorization (TDA).
- G. **Inclusion:** When an IEP committee seeks a recommendation for inclusion, and training for employees is part of the IEP, a training component will be developed for all employees who have direct responsibility for students. Efforts will be made to provide the training within ten (10) days of the placement of the student.
- H. **Course Credit/Technical Course Incentive Program:** The Board and the BTU-ESP will maintain a College Credit/Technical Course Incentive Program. A joint management-labor committee shall administer the

program. The Superintendent and the President of the BTU-ESP shall each appoint three (3) persons to serve on this committee. A fund of at least fourteen thousand dollars (\$14,000) per year shall be established to provide stipends under this program. The number of stipends approved for this program each year may not exceed the balance of funds available at the end of the fiscal year. Any remaining balance shall be carried over to the next fiscal year, and an annual report will be provided to the BTU-ESP upon request indicating the balance at the end of any fiscal year. A stipend of \$500 shall be provided to those Education Support Professionals earning college credit(s) or successfully completing the Teacher Assistant Course offered at the Broward Schools Technical Centers. A stipend of up to \$100, not to exceed the cost of the course taken, shall be provided to Education Support Professionals who successfully complete at least one education related vocational course. Education Support Professionals who are approved to participate in the program must satisfy the criteria listed below:

Eligibility criteria for the incentive program shall be as follows:

1. Education Support Professionals who have completed three (3) years of service in a BTU-ESP bargaining unit position shall be eligible to apply for the incentive.
2. To apply for the program, an Education Support Professional shall complete an application form developed by the committee. The form shall include, but shall not be limited to the following information: College/Technical course title, college/school name, course number, course title, and semester hours. Such application must be received no later than May 30th of each fiscal year. For candidates who complete coursework subsequent to May 30th, the application must be received by the deadline date, and official transcripts to be received no later than June 15th of each fiscal year.
3. The committee shall be responsible for the ranking of all applications and for approving or disapproving an employee's participation in the program. The committee shall rank all eligible applicants to receive the stipend by the date that the application was received, and all eligible employees shall be paid the stipend until the fund balance for that fiscal year has been exhausted.
4. An Education Support Professional who is approved to participate in the program shall be required to earn nine (9) semester hours or have earned the Teacher Assistant Certificate or have completed a qualifying technical course starting July 1 of the current fiscal school year and to be completed by June 30 of the same fiscal school year. The semester hours or technical course work shall be

related to the field of education and shall be courses which benefit the interests of the school system as determined by the committee.

5. An employee must successfully complete the Technical course or receive a grade of C or higher in their approved undergraduate or technical courses and a B in approved graduate courses to be eligible for the stipend.
6. All applications and courses shall be approved by the committee before an employee is eligible to receive the incentive.
7. The stipend shall be paid in a lump sum after the conclusion of the school year in which it was earned and upon verification of the employee's grades.

I. **Para to Teacher Non-Instructional Degree Program:** The Board shall implement a Broward Teacher Corp Program in which the District provides funding support for programs to assist Education Support Professionals in becoming highly qualified educators. Selected Education Support Professionals shall be offered opportunities to participate in the Para to Teacher Non-Instructional Degree Program. The United States Federal Department of Education Teacher Incentive Fun Grant, Cohort 5 (TIF 5) has provided Broward County Public Schools the opportunity through the Leading Excellence in Achievement and Performance Ahead Project to earn a Bachelor's degree in education for Education Support Professionals with a minimum of sixty (60) college credit hours.

1. Education Support Professionals must be full-time employees in Broward County.
2. Instructional Education Support Professionals shall be selected based upon the following:
  - a. Education Support Professionals must meet the higher education institution entry requirements including submission of required application documents before established deadlines.
  - b. Education Support Professionals must be currently employed in an one of the 32 TIF 5 schools.
  - c. Education Support Professionals must have a minimum sixty (60) credit hours.
3. After successful completion of the program, provided the individual meets the District's employment standards, the employee may be assigned as a teacher in a TIF 5 school for a period of five (5) years.

The employee must remain employed in a TIF 5 school unless involuntarily reassigned to a position in a non-TIF 5 school.

4. These terms and conditions shall remain in effect should the Education Support Professional become a teacher.