

2018 - 2019 Request for Professional Improvement Points (PIPs)

Teacher Name: _____

Date: _____

<u>Description of PIP Activity</u>	<u>Points</u>	<u>Documents Included</u> (If applicable)
_____	_____	_____
_____	_____	_____
_____	_____	_____

Teacher Signature: _____

(Teacher, keep until activity/event/training is complete)

(Teacher, SEND TO JOY after admin approval. Keep copy for your records. Please include required documentation.)

Admin Pre-Approval: Date:

Final Approval: Date:

_____ **Points Approved**

_____ **Points Not Approved**

The following activities qualify for Professional Improvement Points (PIPs): Please check the correct box.

A)	PDP Completed (points granted on first year of license renewal – July 1, 20XX)	15 pts.
B)	Pre-Approved 3 Graduate Credit Course	15 pts.
	Pre-Approved 1 Graduate Credit Course	5 pts.
	Pre-Approved 3 Undergraduate Credit Course	9 pts.
	Pre-Approved 1 Undergraduate Credit Course	3 pts.
} Maximum of 15 pts.		
C)	Pre-Approved In or Out-of-District Workshop/Conference/Convention (Day is minimum of 6 hrs. – max of 2 days during school year count toward points – max of 24 points for year)	4 pts. full day 2 pts. ½ day
D)	Non-Paid Professional School Devo Committee Meeting after school (Technology/RtI/PBIS/Code Blue/EWS/Grade Level Data/ReaCh(Family Lit Night)/Learning Council/School Forest/Mentee(new teacher) /Wellness/ACP/UDL)	1 pt./meeting
E)	Pre-Approved In-District Workshop/In-service Presenter (non-contracted time)	2 pts./wkshp hr.
	Pre-Approved In-District Workshop/In-service Presenter (contracted time)	1 pt./wkshp hr.
F)	Supervising Student Teacher (principal approved) - 9 weeks (max of 1 per year)	10 pts.
G)	Article Published in Professional Journal	5 pts.
H)	Officer of Approved Professional Organization	5 pts.
I)	Department/Grade Level Team Leader	8 pts.
J)	School Year Mentor for Staff	10 pts.
K)	Pre-Approved Work Experience directly connected to District initiatives/ programs/services (max of 10 pts. per year)	1 pt./work hr.
L)	Pre-Approved In-District Community Outreach/Adult Ed Instruction (max of 10 pts. per year)	1 pt./outreach hr.
M)	Pre-Approved Team Curriculum Work (non-contracted time) (max of 10 pts. per year)	1 pt./work hr.

N)	Author & Write a Grant Awarded for Classroom Improvement (max of 10 pts. per year)	5 pts./grant
O)	Tech Go-To Person (max of 2 per building)	10 pts.
P)	Building Tutor (max of 18 pts. per year)	1 pt./tutor hour
Q)	Carl Perkins Manager/Lions Camp Coordinator/PBIS Coach/Rtl Leader/EWS Data Manager/School Forest Team Coordinator/Family Literacy Coordinator/Wellness Coordinator/UDL Team Leader	5 pts.
R)	EE Coach	12 pts.
S)	Athletic Coach (Staff members may only accumulate a maximum of 6/4/2 points for the highest level of sport or co-curricular activity they lead. Example – same person coaches varsity football and MS track = 6 pts.)	HS Var. /6 pts. Var. Asst./ 4 pts. MS/2 pts.
T)	Play/Musical/Forensics (see above)	Lead/6 pts. HS Asst./ 4 pts. MS/2 pts.
U)	PDP Reviewer (Maximum of 3 in-district colleagues at no charge)	1 pt./teacher plan reviewed
V)	Preapproved Action Research Course Completed	15 pts.
W)	Special Professional Growth Activity* (non-contracted time)	Variable

*Special Professional Growth Activity provides an opportunity for professional educators to apply to the Superintendent for PIPs for an activity that is not outlined above. The Superintendent has discretionary authority to grant PIPs for such requests and will use a rigorous professional standard for making a decision.

Non-Approved Activities for Points

The following common activities are not eligible for PIPs:

1. Departmental/Grade Level/Team Meetings – Scheduled or volunteer meetings of professional educators for the purposes of conducting normal job-related business are not eligible for points. These are also meetings (not listed above) that staff volunteer to participate in.
2. District Committee Meetings – District committee meetings are considered business meetings and embedded professional responsibilities and not skill development activities (i.e. insurance, compensation, policy, staff meetings, Carl Perkins).
3. Required State/Federal Grant Team Meetings – Compensated through stipends.
4. Grading/Lesson Planning – Grading and lesson planning are normal responsibilities of professional educators compensated through annual salaries.
5. Parent Conferences/IEP/504/Parent Meetings – Meetings with parents are normal responsibilities of professional educators compensated through annual salaries.
6. Travel – Neither travel time or trips are eligible for points.
7. Student Field Trips/School Group Trips – Chaperoning students is not an eligible activity.
8. Museums, Concerts, Plays, Athletics – Visits to museums, concerts, plays, athletic events, and similar activities are not eligible for points.
9. Coaching Clinics – Attending or working at coaching clinics or similar activities are not eligible for points.
10. Collective Bargaining and Retirement Planning – Activities related to collective bargaining or retirement planning are not considered staff development activities and are ineligible for points.
11. Open House – Compensated through stipends.
12. Chaperoning – Compensated through stipends (i.e. ticket taker, homecoming, TAD, prom).
13. Instructional Coaching – Instructional coaching is an embedded professional responsibility.
14. Club Advisorship – These are paid positions.
15. Piloting of Instructional Programs – Compensation for meetings/work outside of school determined and approved by Administration.
16. FFA – Compensated through annual teacher contract.
17. 4K Session held during contract day & Friday student sessions – Considered to be part of employment contract.
18. Webinar Training – Considered to be a professional responsibility at this time.