

U62 SALARY LANE CREDIT GUIDELINES

DEFINITION:

Salary Lane Credit courses and workshops will be offered in the District outside the school day, and credit toward salary advancement will be provided. Salary Lane Credit (SLC) courses and workshops will focus on U62 programs and district initiatives. The SLC program of in-service is effective as of July 1, 2007.

TOPICS:

Salary Lane Credit offerings will be announced by the Instructional Services Department on a regular basis. Topics such as Professional Learning Communities, Technology Infused Instruction, Instructional Strategies for Literacy, Mathematics, Social Studies, and Science, will be possible course offerings for the first year.

EXCLUSIONS:

The following activities are not included in the Salary Lane Credit in-service category:

Committee Work and Monthly Meetings

Staff Meetings

Summer Writing Projects and Summer Teaching

Released Time in-service and Meetings

Out-of-District conferences or workshops (unless specified as part of an SLC course)

Travel with or without course work

Internships (unless part of an SLC course)

Research and/or independent study projects (unless part of an SLC course)

In-Services attended prior to July 1, 2007

Paid hours for being an SLC course instructor

During the 2007 school term all in-services offered in District 62 outside the school day will have application to Salary Lane Credit. Workshops attended prior to July

1, 2007 are not eligible for application to Salary Lane Credit. Any individual school in-services for Salary Lane Credit will need to be cleared in advance with the Instructional Services Department and will need to comply with the Salary Lane Credit guidelines.

FORMAT:

In-service for Salary Lane Credit will be offered in two ways:

1. **Full Credit Courses**- a course will consist of one topic or related topics with 15 or 16 class hours. One full credit will be awarded at the end of the course to each participant attending all sessions. A course may be divided into three, five, or eight sessions. A single session will not be less than two hours.

2. **Accumulated Single Session Certificates**- certificates awarded for single in-District in-services may be accumulated to 15 or 16 hours and exchanged for one Salary Lane Credit. Single in-services may be accumulated and exchanged for a course credit (SLC credit) over a period of 6 years.

NUMBER OF CLASS HOURS PER CREDIT:

A total of 15 or 16 classroom hours will be considered the equivalent to one university graduate credit in District 62 only.

FEES:

There is no tuition for Salary Lane Credit workshops or courses. A moderate materials fee (\$10 TO \$50) may be charged to participants for course books, software, or other resources essential to the course.

ATTENDANCE:

Attendance is required for the full time at all sessions of SLC courses.

EXPECTATIONS:

Participants will be responsible for classroom applications, reading, or other assignments between sessions of a Salary Lane Credit course. Participant expectations, along with topic, dates, times, locations, registration information, etc. will be specified in each SLC course description.

DOCUMENTATION:

The Instructional Services Department and Human Resources Department will track SLC course credits for each teacher and document earnings for Personnel files. It will be necessary for each teacher to present accumulated individual workshop attendance certificates in exchange for Salary Lane Credits.

SALARY SCHEDULE MOVEMENT:

With this new Salary Lane Credit system for District in-service, it will be possible to combine university graduate credits and Salary Lane Credit in-service certificates toward lane movement on the salary scale. Movement on the Salary Schedule will be in accordance with the negotiated DPEA Agreement.

PLANNING:

The District 62 Instructional Services Department will coordinate planning for SLC offerings. The administration center will handle publicity, registrations, certificates; documentation for Personnel files, communication of guidelines in full to presenters, and serves as a clearinghouse for course proposals.

PUBLICITY:

Salary Lane Credit courses and individual workshop descriptions will be circulated to staff on a regular basis with registration information. The Instructional Services Department reserves the right to cancel workshops and courses that do not have ten or more participants.