



Cabot Public Schools

Professional Development: Personal Planning Sheet 2019-2020

PreK-2 Teachers: Completed RISE Cadres #1-2

SPED: CBI/LAB Teachers: Not Completed Phonics First

Name: _____ Building: _____

190 day Contract

- 178 Student Contact Days
- 6 Contract Days (36 hours)

6 Professional Development Days (36 hrs)

All student days, contract days and professional development days must be completed to fulfill a 2019-2020 certified teacher's 190 day contract.

Summer PD (18)

(REQUIRED)

_____ 18 hour Independent Flex summer PD

- | | |
|---------------------------------------|--|
| • Summer Speaker Series | Shoebox Registration/Electronic Credit |
| • Tech Tuesdays | Shoebox Registration/Electronic Credit |
| • District Offerings/Coop Offerings | Shoebox Registration/Electronic Credit |
| • IDEAS | IDEAS Registration/Certificate/Post |
| • College Courses and Other Offerings | Preapproval form/Documentation/Post |

Shoebox # _____	Date: _____	PD Hours: _____
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New Laptop: Teachers scheduled to receive a new laptop (bar code begins with "M") will be notified by email. Teachers are required to attend a 3 hour training session during the summer in order to receive their laptop. You must bring your old laptop to the training for the exchange. This session is by invitation ONLY! Registration is in Shoebox. Shoebox # _____ Date: _____

Back to School PD Days (18)

Building provides electronic documentation for PD and Contract hours.

Back to School Contract Days (12)

Teachers will register in Shoebox during their summer RISE session.

___ 6 hrs	Monday, August 5, 2019	Building Agenda CONTRACT DAY
___ 3 hrs AM	Tuesday, August 6, 2019	District Meeting PD DAY
___ 3 hrs PM	Tuesday, August 6, 2019	Building PD with District Policies
___ 6 hrs	Wednesday, August 7, 2019	Building PD to include data/PLC meetings PD DAY
___ 6 hrs	Thursday, August 8, 2019	Building Agenda CONTRACT DAY
OFF	Friday, August 9, 2019	OFF
___ 3 hrs AM	Monday, August 12, 2019	District Speaker: Teen Suicide (Required) PD DAY
___ 3 hrs PM	Monday, August 12, 2019	Independent Curriculum Preparation

4 Contract Days: Professional Collaboration, Open House, Parent Conferences and Last Day of Contract:

___ 3 hrs: Open House (Aug)	___ 12 hrs: Parent Conferences (2 fall / 2 spring evenings)
___ 3 hrs: Professional Collaboration (Throughout the year)	___ 6 hrs: Last day of contract (May)