

PROFESSIONAL DEVELOPMENT DAYS REQUEST

Overview

Per ND Century Code 15.1-06-04.1, a school district may not schedule school-sponsored, school-directed, or school-related activities, including instructional time, during any day that the Superintendent of Public Instruction declares is in conflict with a professional development conference directed toward all teachers or all administrators and hosted by an educational organization in this state. The professional development days are limited to two days during a school year.

Processing Applications

1. Applications Submitted

Educational organizations may formally request specific days be declared for professional development by completing and submitting State Form Number (SFN) 61092 to the ND Department of Public Instruction's Office of Teacher **by October 1** prior to the school year in which the professional development days are requested.

2. Applications Reviewed

The North Dakota Department of Public Instruction will review all forms, scoring the forms based on the two criteria listed on the form:

- List which educators will be impacted (Administrators, Classroom Teachers, Special Education Teachers, Indian Education Teachers, Title I Teachers, Paraprofessionals, School Board Members, Other School Staff)
- Explain the difference this professional development will make statewide in education and how it will impact educators and students.

3. Professional Development Days Announced

The State Superintendent of Public Instruction will announce the professional development days by December 1.

Any questions related to the Professional Development Days can be directed to the Office of Teacher and School Effectiveness at (701) 328-2755.