

APPENDIX B-2

PROFESSIONAL GROWTH (PG)

ELIGIBILITY

- A. Bargaining Unit Members on Class IV and on Steps eighteen (18), twenty-two (22), twenty-six (26), or thirty (30), respectively.

STEP MOVEMENT

- A. Bargaining Unit Members, who as of July 1, 2000, had sixty-four (64) units including an MA, may advance to Class V, Step 18 using units previously acquired.
- B. To qualify for a PG increment, the bargaining unit member shall complete an additional four (4) semester units or the equivalent of sixty (60) hours of district approved trainings.
 - (1) All units are counted on the basis of semester credits. Quarter units are converted to semester credits. Fifteen (15) hours equals one (1) semester unit.
 - (2) These units shall be completed within the four (4) years preceding such movement.
 - (3) Units shall be in education-related, major field of credential or local authorization, or other district-approved areas of training.
 - (4) Bargaining Unit Members may earn no more than one (1) PG increment per school year.
 - (5) Additional four (4) semester units shall be earned between each PG increment (e.g., Step 18 - PG 1 to Step 22 - PG 2).
 - (6) No units shall be banked for the following PG increment.
 - (7) Guidelines for acceptable coursework shall be added to Downloadable Documents under Human Resources/Salary Advancement Documents.
- C. Salary credit may not be granted for credit units or district-approved training completed while the bargaining unit member is in paid status.