

# CCS PROFESSIONAL DEVELOPMENT 2020-2021



## 1. How many professional development hours do I need to satisfy my requirements?

In lieu of July 24, 2020 on the staff calendar all certified employees are required to obtain six hours of professional development during the 2020-2021 school year.

## 2. Can professional development hours take place during the school day?

Because employees have been compensated for this day the professional development hours must take place outside of the normal work day.

## 3. I am a new certified employee, are there any additional hours or required courses for me?

All new certified employees must obtain 12 professional development hours during the 2020-2021 school year as part of the new teacher training program. New teachers must take these three required courses offered by Cleveland City Schools at some point during the 2020-2021 school year: ESL 101, SPED 101, and Unified Classroom Basics.

## 4. How do I see the current CCS PD Offerings?

There are two ways to see current professional development offerings:

- [CCS Professional Development Calendar](#) (Must be logged in using your ccs e-mail)
- [CCS Professional Development Catalog](#)

## 5. How do I register to attend a CCS PD Offering?

Employees can register for any course offered via [MyBenefitsChannel.com](#) (registration opens Sept. 21). After logging in to the website, click the “Events” button and then “Event Registration.” Due to concerns with the Covid-19 Pandemic seats are limited in our in-person sessions and we are asking that you still register for virtual classes that you plan to attend so we will know how many to expect.

## 6. How do I get credit for attending a CCS PD Offering?

In order to receive credit for attending a session you must be present the entire time and complete the Google Form link that will be given at the end of each training. Google Form completions will be matched with sign-in sheets to verify attendance.

## 7. How do I know how many credits I’ve earned?

After clicking the “Events” tab in MyBenefitsChannel.com you will click “My Events.” This will show you all events that you have registered for and completed. Please allow seven days for credits to show for courses that you have attended.

## 8. What do I do if I signed up and cannot attend?

Please login and unregister for the course so that someone from the waiting list can be added. If you are unable to unregister then e-mail [madsit@clevelandschools.org](mailto:madsit@clevelandschools.org) with your name, course name, and date of class that you wish to be unregistered from.

## 9. What if there is a professional development I would like to attend that is not offered by Cleveland City Schools?

Any professional development hours earned outside of Cleveland City Schools must be approved BEFORE attending the event. In order to attend out-of-system PD for credit please complete the form located [here](#).