



CISD COMP DAY

INFORMATION SHEET | CORSICANA ISD

CONTACT

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CISD COMP DAY REQUIREMENTS

2019 - 2020 SCHOOL YEAR: 1 COMP DAY REQUIRED

CERTIFIED TEACHERS, DIAGNOSTICIANS, NURSES, CERTIFIED/DEGREED PERSONNEL

1. Comp day hours must be earned on non-contract days/hours.
2. Comp day hours must be earned in your teaching field.
3. Coaching schools/conventions count **ONLY** for teachers that teach PE or Health
4. Six (6) hours of professional development = 1 Comp Day.
5. Some subjects have required PD for Comp Day credit. Check with your campus principal or the curriculum department for required Comp Day PD.
6. Most workshops in the CISD Summer Professional Development Catalog are preapproved for Comp Day credit.
7. Comp Day requests for workshops in the summer catalog must go through the following steps:
 - a. If the session is being held in CISD, prior to attendance, register in Eduphoria Workshop.
 - b. If the workshop is out of district, not being held in CISD, prior to attendance, complete the *Employee Permission to Travel Form* in Eduphoria Formspace.
 - c. After receipt of approval on the *Employee Permission to Travel Form* and prior to attendance, register in Eduphoria Workshop and the workshop location.
 - d. After attendance at the out of district PD, turn in your certificate of completion to Mrs. Yukon.
8. Comp Day requests for workshops **NOT** in the summer catalog must go through the steps b, c, & d in #7 above.
9. Attendance at additional professional development found in the CISD Summer Professional Development Catalog is encouraged.

*CPE credit will be awarded for all PD above and beyond the required 6 hours.
10. Failure to attend the required number of comp day hours will result in the loss of a day's pay.