VENTURA UNIFIED SCHOOL DISTRICT
CLASSIFIED PROFESSIONAL GROWTH PROGRAM APPLICATION FORM

Note: Complete guidelines are found in the "Contract of Agreement between the Ventura Unified School District and the Ventura Classified Employees Association."

PRINT NAME: _____ **EMAIL ADDRESS:** _____

JOB TITLE: _____ **WORK SITE:** _____

I wish to apply for Professional Growth points. Attached are college transcripts and/or proof of attendance showing units or hours completed for each submission.

EMPLOYEE SIGNATURE: _____ **DATE:** _____

NOTE:
Recipient may elect to have the professional growth increment payable in 1 lump sum about Aug. 31 of each year or have it equalized based on # of annual salary payments (see contract #41.5.4).

Employee's employment status: Permanent _____ Date permanent
Probationary _____ status achieved: _____

Eligibility Categories:
(1) Continuing Education Course
(2) Leadership
(3) Conference/Workshop
(4) District In-service
(5) Committee Work
(6) Miscellaneous

Points Per Increment: 15 Maximum Union Points - per increment: 11.25 Maximum Committee Points - per year: 8

EMPLOYEE COMPLETES THIS SECTION				COMMITTEE COMPLETES THIS SECTION		
Title of Course, Conference, Etc.	Date(s) Attended	# of hrs.	Category # see above	Points Approved	(N)= non-union (U)=union	Points Denied / Comments

TO BE COMPLETED BY PROFESSIONAL GROWTH COMMITTEE:

Previous Carryover Points		Total Pts.		%
Points Approved This Date		Union		
Total Points		Non-Union		

Increment Earned with this Action? **YES** **NO**

Increments Earned to Date:	
Current Carryover Points	
Date Last Increment Earned:	
Date Eligible for Increment:	
Less Increment Pts (if applicable)	
New Carryover Points:	

_____ Professional Growth Committee Chairperson

_____ Committee Action Date

_____ District Designee