

## Flex Days at A Glance



**D**istrict Wide Inservice Days are for educators to collaborate and learn from each other during contracted workdays. Hours spent learning during contracted days count towards Professional Development Points (PDPs) for license renewal as required by the Tennessee Department of Education.

**F**lex Professional Learning Days will allow educators to personalize learning throughout the school year and should align with the educator's current assignment, specific district goal, and/or specific instructional practice.

**F**lex Hours are hours earned outside the contracted school day. Flex Hours count as Professional Development Points (PDPs); however, Professional Development Points (PDPs) do not always count towards Flex Hours. All Flex Hours must occur outside of contracted work times and relate to the educator's current assignment, specific district goal, and/or specific instructional practice. Bartlett City Schools requires educators to earn 24 Flex Hours by April 7, 2023. A minimum of 12 hours must be completed before the first semester deadline of December 2, 2022, and an additional 12 hours must be completed by the second semester deadline of April 7, 2023.

**O**nline Platforms will be used to track Bartlett City Schools' sponsored professional learning. Educators are also encouraged to track hours for personal records. A Professional Learning Self Tracking Log is available on the Bartlett City Schools' website under the Staff tab and listed on the Flex Days page.

**P**rior Approval for Flex Credit hours must be submitted through the online platform at least two weeks in advance and must be related to the educator's current assignment, specific district goal, and/or specific instructional practice.

**D**ue Dates are December 2, 2022 (minimum of 12 Flex hours must be completed) and April 7, 2023 (total of 24 Flex hours completed). Flex Hours can be carried over from first semester to second semester. Flex Hours cannot be carried over from school year to school year. Sick Days cannot be used in lieu of Flex Hours. Flex Hours must be earned June 1, 2022 - April 7, 2023.

**Q**uestions? For all educator questions, the school building level administrators are always the first point of contact.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_