

FORM A – DISTRICT

South Whidbey School District #206

District Directed Technology Hours

SWEA members are entitled to eighteen (18) hours of pay at the curriculum rate for technology related professional development and implementation activities per Article VI Section 1 K-3. **10 hours of this time will be directed by district administration.** These hours will be pre-approved by building or district administrators and may include but are not limited to the following:

- Website creation and/or update
- Skyward Training
- Google Apps training
- Hardware orientation and training (Chromebooks, iPads, iPods etc...)
- Assistive technology training
- Specific technology workshops given by an outside provider
- Mobile Apps for Teachers & Students: Introduction & Training

District Directed hours will be documented by activity and time below:

Date _____	Activity _____	Hours _____
Date _____	Activity _____	Hours _____
Date _____	Activity _____	Hours _____
Date _____	Activity _____	Hours _____
Date _____	Activity _____	Hours _____

Employee Name (please print) _____

Employee Signature _____ Date _____

Approved _____ Date _____

Form to be submitted at completion of District directed tech time (staff may opt to complete less than 10 hours). **Please return signed form to payroll no later than August 1st of current school year.**

Form revised: 10-19-17