

TO: All Certified Staff of Warren School District
FROM: Mary Jo Wisener, Assistant Superintendent
DATE: April 2010
SUBJECT: REGISTERING FOR WARREN SCHOOL DISTRICT AUGUST PROFESSIONAL DEVELOPMENT

**THIS IS EXTREMELY IMPORTANT INFORMATION
PERTAINING TO YOUR OBTAINING THE PROFESSIONAL
DEVELOPMENT CREDIT REQUIRED FOR RENEWAL OF
YOUR TEACHING LICENSE.
PLEASE READ AND FOLLOW CAREFULLY.**

The schedules for the **August 11, 12, 16, 17, 2010**, professional development sessions for the Warren School District will be posted to the district's web site at <http://se.sesc.k12.ar.us/warren>
The schedules will not be mailed to employees.

All district employees must go to that web site to access the schedule for the August 2010 professional development.

All district employees must then **register by August 6** via *ESCWorks* for each appropriate August professional development session. Only by registering for each session will an employee's name appear on the sign in sheet. Then, each employee **must sign in** at each appropriate session in order to receive professional development credit for that session and for his/her attendance at that session to appear on his/her *ESCWorks* transcript.

Renewal of your teaching license is dependent upon proper documentation of the required 60 hours of professional development each year.