

The purpose of this guide is to provide tools and resources to accumulate Contact Units (CUs) to move across columns on the Professional Salary Table (PST). This guide provides parameters for professional development activities including established CU values and documentation for professional development activities as framed in Article 26 of the CCEA Negotiated Agreement.

### Contact Units

- Each CU translates into 180 minutes (3 hours) of clock time unless specified by this document.
- If an educator/licensed professional is paid the supplemental instruction rate or a stipend for the professional development activity, he/she will accrue CUs at the rate of one CU for 360 minutes (6 hours) of clock time unless specified by this document.
- Unless specified by this document, only time outside of the regular contractual workday may accrue CUs.
  - If an educator/licensed professional is paid his/her contractual rate on an hourly basis or for an extended contractual workday or year, the time is excluded from counting toward CUs.
  - Site-Based Collaboration Time is excluded from counting toward CUs.
- Professional development activities must be related to the educator/licensed professional's assignment or license. See the Negotiated Agreement.
- Column movement will occur after the successful accrual of 225 CUs.
- Courses available as District Professional Development may be registered for in the CCSD ELMS and will show CU accrual through the "Advancement Status" button within CCSD ELMS at the conclusion of each course.
- Educators/licensed professionals who participate in self-reported activities for CU accrual will enter the details for each activity through the "Add Advancement Activity" button within the CCSD ELMS.
- The required documentation for each activity, as set forth in this guide will be uploaded to the educator/licensed professional's Google Drive as a single file and then shared as a link so that "Anyone in the Clark County School District with the link can view" through the "Add Advancement Activity" button in ELMS.
- As submitted CUs are approved, they will be calculated into the total available through the "Advancement Status" button on an educator/licensed professional's CCSD ELMS dashboard.
- Audits of CU activities submitted by educators/licensed professionals may be conducted by the Professional Growth System Department at any time.
- The submission deadline for ALL activities completed during the advancement cycle is October 1 of the year the employee is advancing. Submissions of activities completed during a previous advancement window will not be accepted.
- Maximum CUs refers to the limit of CUs that can be earned in that activity for each column movement.

Additional information, including forms and tutorial videos, may be accessed online at <http://bit.ly/ccsdPGS>

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#### Non-Title I Schools & Centrally Assigned Educators/Licensed Professionals

- Educators/licensed professionals who serve at a Non-Title I School are eligible for the three-year track.
- Educators/licensed professionals who are centrally assigned are eligible only for the three-year track unless all assignments are in Title I Schools.
- Each school's Title I designation is annually determined by the Nevada Department of Education and can be found on the PGS website: <http://bit.ly/ccsdPGS>.

#### Title I Schools & Self-Contained Special Education Teachers

- Educators/licensed professionals who serve exclusively at a Title I School and Special Education Teachers in a Self-Contained classroom are eligible for the two-year track.
- Specific information is provided for additional options for educators/licensed professionals in these schools or positions.
- Each school's Title I designation is annually determined by the Nevada Department of Education and can be found on the PGS website: <http://bit.ly/ccsdPGS>.



## College Coursework

Activity	Contact Units	Description and Limitations
College Credit in Education at an Approved University  Or  College Credit Not in Education at an Approved University	<ul style="list-style-type: none"> <li>• 8 CUs per 1 semester credit</li> <li>• 5 CUs per 1 quarter credit</li> </ul>	<p>Course(s) must be in the education department and at least a 300-course level or above or a 200-course level approved by the supervisor.</p> <p>Course(s) must be related to the educator/licensed professional's assignment or license or may be taken to obtain an endorsement and/or lead to another position in the District.</p> <p><b>There are two distinctions to CU accrual for college coursework: Approved and Non - Approved. This activity is specific to Approved University coursework.</b></p> <p>To be categorized as an Approved University, course(s) must be taken:</p> <ul style="list-style-type: none"> <li>• at an institution of higher education that is approved by the Nevada Department of Education to be a teacher preparation program providers or offer early childhood and other introductory education coursework (available at <a href="http://bit.ly/nvdoelist">http://bit.ly/nvdoelist</a>).</li> </ul> <p>Or</p> <ul style="list-style-type: none"> <li>• at an institution of higher education designated by the Carnegie Classification of Institutions of Higher Education as a Doctoral University (available at <a href="http://bit.ly/carnegielist">http://bit.ly/carnegielist</a>).</li> </ul> <p>It is the sole responsibility of the educator/licensed professional to ensure that the institution from which he/she takes college courses is on one of the approved lists as linked above.</p>
College Credit in Education at a Non-Approved University  or  College Credit Not in Education at a Non-Approved University	<ul style="list-style-type: none"> <li>• 5 CUs per 1 semester credit</li> <li>• 3 CUs per 1 quarter credit</li> </ul>	<p>Course(s) must be in the education department and at least a 300-course level or above or a 200-course level approved by the supervisor.</p> <p>Course(s) must be related to the educator/licensed professional's assignment or license or may be taken to obtain an endorsement and/or lead to another position in the District.</p> <p><b>There are two distinctions to CU accrual for college coursework: Approved and Non-Approved. This activity is specific to Non-Approved University coursework.</b></p>
College credit with content substantively related to multiculturalism at or above the 100-course level	<ul style="list-style-type: none"> <li>• See above for CU accrual at approved and non-approved universities</li> </ul>	<p>Courses which focus on the history and culture of diverse populations. Courses may include the 100-course level or above to become proficient in a language other than English with supervisor approval.</p> <ul style="list-style-type: none"> <li>• If taken at the 100-course level, maximum 30 CUs</li> <li>• No maximum if taken at or above the 200-course level</li> </ul>

These professional learning activities require an official transcript with a "B-" (2.7) or higher.

Contact Units for this activity will be submitted through CCSD ELMS; however, the required original transcript may not be submitted through the CCSD ELMS and must be delivered to the PGS office. Information on delivering transcripts may be accessed at <http://bit.ly/ccsdPGS>.

If the course is a 200-course level (or 100-level for courses in multiculturalism), approval documentation ([Contact Unit Approval Form- Lower-Level College Coursework](#)) from the educator/licensed professional's supervisor is required and must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS.

Courses cannot be taken pass/fail unless the courses are taken from an institution designated by the Nevada Department of Education as an approved teacher education program provider, as described above, or which are a requirement of a graduate degree program in which one is enrolled.

## District-Level Professional Development Activities



Activity	Contact Units
District Professional Development	<ul style="list-style-type: none"> <li>No Maximum</li> </ul>

Submission is not required as these courses will be recorded in the District PD report in ELMS and Contact Units will be automatically calculated.

Activity	Contact Units
Vegas PBS Professional Development Credit Courses	<ul style="list-style-type: none"> <li>No Maximum</li> <li>These NVDOE approved courses are only offered through Vegas PBS. NVDOE approval codes provided by Vegas PBS upon completion of required hours and assignments within the Vegas PBS portal: <a href="https://bit.ly/VegasPBS_Portal">https://bit.ly/VegasPBS_Portal</a>.</li> </ul>
RPDP Professional Development Workshops or Courses	<ul style="list-style-type: none"> <li>No Maximum</li> <li><b>Note: RPDP courses which are taken for university credits are subject to the requirements for credits from colleges and universities (see page 2).</b></li> </ul>
CCEA/The Nevada Collaboratory Professional Development	<ul style="list-style-type: none"> <li>No Maximum</li> <li>This includes coursework, modules, and micro-credentials through CCEA</li> </ul>

Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS.

Documentation required for CU submissions in ELMS can be accessed online at <http://bit.ly/PGSELMSdocumentation>.

Activity	Contact Units
Teaching a professional development course at the District level for a minimum of 5 attendees  This includes professional development for: <ul style="list-style-type: none"> <li>PDE credit</li> <li>CCEA</li> </ul>	<ul style="list-style-type: none"> <li>Maximum 70 CUs</li> </ul>

Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS.

Documentation required for CU submissions in ELMS can be accessed online at <http://bit.ly/PGSELMSdocumentation>.

Activity	Contact Units	Description and Limitations
Writing or developing a new professional development course for the District, RPDP, or CCEA designed for a minimum of 20 enrollees	<ul style="list-style-type: none"> <li>Up to 3 hours of documented creation time permitted for every hour of presentation time</li> <li>Maximum 50 CUs</li> </ul>	This section is designed for educators/licensed professionals who write a new course or professional development opportunity offered at the District level. This is for courses that are being written and developed for the first time; however, if the original course requires significant revisions, hours may be used to update a previously taught course.

Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS.

Documentation required for CU submissions in ELMS can be accessed online at <http://bit.ly/PGSELMSdocumentation>.



## School-Level Professional Development Activities

Activity	Contact Units
School/Site Professional Development	<ul style="list-style-type: none"> <li>No Maximum</li> </ul>
Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS. Documentation required for CU submissions in ELMS can be accessed online at <a href="http://bit.ly/PGSELMSdocumentation">http://bit.ly/PGSELMSdocumentation</a> .	

Activity	Contact Units
Teaching a professional development course at a school/site for a minimum of 5 attendees	<ul style="list-style-type: none"> <li>Maximum 50 CUs</li> </ul>
Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS. Documentation required for CU submissions in ELMS can be accessed online at <a href="http://bit.ly/PGSELMSdocumentation">http://bit.ly/PGSELMSdocumentation</a> .	

Activity	Contact Units	Description and Limitations
Writing or developing a new professional development course for the educator/licensed professional's school/site designed for a minimum of 20 enrollees	<ul style="list-style-type: none"> <li>Up to 3 hours of documented creation time permitted for every hour of presentation time</li> <li>Maximum 50 CUs</li> </ul>	This activity is designed for educators/licensed professionals who write a new course or professional development opportunity at their school/site. This is for courses that are being written and developed for the first time; however, if the original course requires significant revisions, hours may be used to update a previously taught course.
Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS. Documentation required for CU submissions in ELMS can be accessed online at <a href="http://bit.ly/PGSELMSdocumentation">http://bit.ly/PGSELMSdocumentation</a> .		

Activity	Contact Units	Description and Limitations
Participation in a Professional Learning Community (PLC) in or among schools/sites by grade-level band, content, or course	<ul style="list-style-type: none"> <li>Maximum 30 CUs</li> <li><b>In Title I Schools, an educator/licensed professional may be paid for participating in a PLC outside the contractual workday and also receive full CUs.</b></li> </ul>	Schools/sites may choose to organize PLCs within grade-level bands or content areas. Educators/licensed professionals may also be approved to participate in PLCs for focused learning across schools/sites.  For example, PLC topics/purposes might include: <ul style="list-style-type: none"> <li>Grading Practices</li> <li>Advanced Placement Courses</li> <li>IEP Standards and Practices</li> <li>International Baccalaureate Designation</li> <li>Career and Technical Education Programs</li> <li>Research Developments in a Specialty Area</li> <li>District Initiatives</li> <li>ELL Instructional Professional Learning</li> <li>Equity/Diversity</li> <li>Other Instructional Focus Areas</li> </ul>
Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS. Documentation required for CU submissions in ELMS can be accessed online at <a href="http://bit.ly/PGSELMSdocumentation">http://bit.ly/PGSELMSdocumentation</a> .		

## Student-Based Activities: IEPs



Activity	Contact Units	Description and Limitations
Special Education Teachers and Related Services Special Education Providers: Writing IEPs and MDTs	<ul style="list-style-type: none"> <li>Maximum 30 CUs</li> </ul>	<p>Special education teachers and Related Services Special Education Providers may receive 1 CU for writing every IEP/MDT on his/her caseload for a maximum of 30 CUs.</p> <p>Note: It is understood that writing every student's IEP/MDT on his/her caseload may occur during or outside the contractual workday.</p>
Participating as a Member of the IEP/MDT Team	<ul style="list-style-type: none"> <li>Maximum 30 CUs</li> </ul>	<p>An educator/licensed professional may receive ½ CU for each student for whom the educator/licensed professional participates in the IEP/MDT writing process and attends the IEP/MDT meeting to support the goals of the IEP/MDT for a maximum of 30 CUs.</p> <p>Note: It is understood that participating in the IEP/MDT writing process and attending the IEP/MDT meeting to support the goals of the IEP/MDT may occur during or outside the contractual workday. An educator/licensed professional may not accrue CUs for both writing and participating in the same IEP/MDT.</p>
<p>Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS.</p> <p>Documentation required for CU submissions in ELMS can be accessed online at <a href="http://bit.ly/PGSELMSdocumentation">http://bit.ly/PGSELMSdocumentation</a>.</p>		



## Student-Based Activities: Extracurricular Activities

Activity	Contact Units	Description and Limitations
Educators/licensed professionals who coach a sport, advise, or coordinate an extracurricular club or activity	<ul style="list-style-type: none"> <li>Maximum 50 CUs</li> </ul>	<p>The educator/licensed professional must be on the school's approved student activity or coaching list. CUs accrue for direct contact time for coaching /advising students in the area of an extracurricular assignment.</p> <p>Sports and activities which occur throughout the year that include more than 1 season may count toward CUs. For example, a football coach who is compensated during the fall football season may earn ½ CUs. If he/she also conducts summer weight training with the football players for no compensation, he/she may accrue full CUs.</p>
<p>Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS.</p> <p>Documentation required for CU submissions in ELMS can be accessed online at <a href="http://bit.ly/PGSELMSdocumentation">http://bit.ly/PGSELMSdocumentation</a>.</p> <p>For an educator/licensed professional who coaches a sport or advises an activity or extracurricular club at a school other than his/her home school, the documentation log must be signed by the administrative supervisor at the school sponsoring the sport, activity, or extracurricular club. The CU maximums and options are tied to the educator/licensed professional's home school.</p>		



## School & Community Activities

Activity	Contact Units	Description and Limitations
Parent or Community Engagement Leadership: Designing, leading, and conducting academic-centered activities designed to maintain and improve parent or community engagement with the parents/guardians at the educator/licensed professional's school/site	<ul style="list-style-type: none"> <li>Maximum 30 CUs</li> </ul>	These academic-focused activities are designed and developed to align with the school/site's community needs. Activities must be beyond the required 3 nights. Activities might include, but are not limited to, conducting short seminars, developing/designing family learning nights, or developing/designing college and career parent/guardian informational sessions.
Serving on a School Organizational Team at the educator/licensed professional's school/site	<ul style="list-style-type: none"> <li>Maximum 40 CUs</li> </ul>	This includes School/Site-based Committees and Sub-Committees; School/Site-based Decision-Making Teams; or other School/Site Councils aligned with AB 469. Time spent preparing for the meetings or completing assignments from the team do not count toward CUs. The educator/licensed professional submitting for this category must be listed as a member of the school's School Organizational Team (SOT).
Schoolwide Planning	<ul style="list-style-type: none"> <li>Maximum 30 CUs</li> </ul>	The program must be designed to have an impact on the school's student achievement or climate. This may include the creation and writing of schoolwide programs designed to improve student learning, climate, motivation, or writing/leading the development of schoolwide plans, such as the School Improvement Plan or the professional development and/or allocation plan as required by Title I or other regulations.  *This category does not include the writing of curriculum, department chair/grade level meetings, department meetings, or leadership meetings.

Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS.  
Documentation required for CU submissions in ELMS can be accessed online at <http://bit.ly/PGSELMSdocumentation>.

Activity	Contact Units	
Academic Trips with students as requested by School Administration or the District	<ul style="list-style-type: none"> <li>Maximum 20 CUs</li> </ul>	The educator/licensed professional can only accrue CUs for the time in which he/she is engaged in direct contact with students, in the academic sessions on the specific academic activities. Travel, meal, and sleep time do not count toward CUs.

Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS.  
Documentation required for CU submissions in ELMS can be accessed online at <http://bit.ly/PGSELMSdocumentation>.

Activity	Contact Units	Description and Limitations
Assignment of Field Observation Students (FOS)	<ul style="list-style-type: none"> <li>2 CUs for supporting each FOS</li> <li>Maximum 8 CUs</li> </ul>	FOS shall be assigned to an educator/licensed professional by his/her supervisor. FOS must spend 10 hours of time observing the master teacher.
Assignment of Practicum Students	<ul style="list-style-type: none"> <li>2 CUs each week for supporting a practicum student</li> <li>Maximum 20 CUs</li> </ul>	Practicum students shall be assigned to an educator/licensed professional by his/her supervisor.
Assignment of Student Teachers	<ul style="list-style-type: none"> <li>2 CUs each week for supporting a student teacher</li> <li>Maximum 20 CUs</li> </ul>	Student teachers shall be assigned to an educator/licensed professional by his/her supervisor.

Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS.  
Documentation required for CU submissions in ELMS can be accessed online at <http://bit.ly/PGSELMSdocumentation>.

## Supplemental Instruction



Activity	Contact Units	Description and Limitations
School-Based Tutoring in Core-Content Areas	<ul style="list-style-type: none"> <li>Maximum 50 CUs</li> <li>In Title I Schools, an educator/licensed professional may be paid for tutoring outside the contractual workday and also receive full CUs.</li> </ul>	Educators/licensed professionals may deliver instruction one-on-one or in small groups of students. Instruction might include supporting, accelerating, or remediating students before or after school. Core-Content Areas are defined as: mathematics, English language arts, science, and social studies.
<p>Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS.</p> <p>Documentation required for CU submissions in ELMS can be accessed online at <a href="http://bit.ly/PGSELMSdocumentation">http://bit.ly/PGSELMSdocumentation</a>.</p> <p>For an educator/licensed professional who tutors students at a school other than his/her home school, the approval on the documentation log must be signed by the administrative supervisor at the school sponsoring the tutoring program. The CU maximums and options are tied to the educator/licensed professional's home school.</p>		

Activity	Contact Units	Description and Limitations
Summer School	<ul style="list-style-type: none"> <li>Maximum 30 CUs</li> </ul>	Educators/licensed professionals who provide instruction in District credit-retrieval summer school may accrue CUs. Summer instructional activities paid at the employees contracted rate of pay are excluded from CU accrual.
<p>Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS.</p> <p>Documentation required for CU submissions in ELMS can be accessed online at <a href="http://bit.ly/PGSELMSdocumentation">http://bit.ly/PGSELMSdocumentation</a>.</p>		

## Award Recipient



Activity	Contact Units
Recipient of a Community-Based Award provided by local agencies, companies, or other organizations. This includes awards available through the District for which an educator/licensed professional may apply.	<ul style="list-style-type: none"> <li>5 CUs for winning one community award</li> <li>Maximum 5 CUs</li> </ul>
Recipient of a state professional award for the educator/licensed professional's recognition of excellence in professional practice	<ul style="list-style-type: none"> <li>15 CUs for winning one state award</li> <li>Maximum 15 CUs</li> </ul>
Recipient of a national professional award for the educator/licensed professional's recognition of excellence in professional practice	<ul style="list-style-type: none"> <li>25 CUs for winning each national award</li> </ul>
<p>Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS.</p> <p>Documentation required for CU submissions in ELMS can be accessed online at <a href="http://bit.ly/PGSELMSdocumentation">http://bit.ly/PGSELMSdocumentation</a>.</p>	



## Mentoring

Activity	Contact Units	Description and Limitations
<p><b>Mentor</b></p> <p>Participating in a mentoring relationship as the mentor aligned with at least one of the following:</p> <ol style="list-style-type: none"> <li>Mentoring an experienced educator/licensed professional in need of content area or instructional support as determined by the educator/licensed professional’s supervisor</li> <li>Mentoring a new educator/licensed professional with no teaching experience other than substitute teaching</li> <li>Mentoring an educator/licensed professional with teaching experience who is new to the District within the past calendar year</li> <li>Mentoring a vacancy substitute teacher teaching in the areas of mathematics, science, English, or special education. In order for mentoring to be provided for the vacancy substitute teacher, the substitute position is anticipated to last more than 60 school days</li> </ol>	<ul style="list-style-type: none"> <li>Maximum 80 CUs</li> <li>Educators/licensed professionals assigned as a mentor as part of CCSD Educator Pipeline can accrue CUs for mentoring outside of the licensed employee bargaining group.</li> <li>In Title I Schools, an educator/licensed professional may be paid for mentoring outside the contractual workday and also receive full CUs.</li> </ul>	<p>Mentoring Activity (except observations of another educator/licensed professional) must occur outside of the contractual workday. Mentoring activities might include, but are not limited to, constructive dialogue, providing advice and feedback, observation and coaching, and assistance with writing lesson plans and IEPs.</p> <ul style="list-style-type: none"> <li>The mentoring activities may be combined in any fashion.</li> <li>The mentee must also be identified in the activity description of the submission documentation.</li> </ul>
<p><b>Mentee</b></p> <p>Participating in a mentoring relationship as the mentee aligned with at least one of the following:</p> <ol style="list-style-type: none"> <li>Serving as an experienced educator/licensed professional in need of content area or instructional support as determined by the educator/licensed professional’s supervisor</li> <li>Serving as a new educator/licensed professional with no teaching experience other than substitute teaching</li> <li>Serving as an educator/licensed professional with teaching experience who is new to the District within the past calendar year</li> </ol>	<ul style="list-style-type: none"> <li>Maximum 30 CUs</li> </ul>	<p>Mentoring must occur outside of the contractual workday. This professional learning activity is for educators/licensed professionals who are being mentored.</p> <ul style="list-style-type: none"> <li>The mentor must also be identified in the activity description of the submission documentation.</li> </ul>
<p>Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS. Documentation required for CU submissions in ELMS can be accessed online at <a href="http://bit.ly/PGSELMSdocumentation">http://bit.ly/PGSELMSdocumentation</a>.</p>		



## Grant Recipients

Activity	Contact Units	Description and Limitations
<p>Recipient of a grant that directly impacts students, the school, or the school community</p>	<ul style="list-style-type: none"> <li>3 CUs for receiving each grant</li> <li>Maximum 30 CUs</li> </ul>	<p>In order for the grant writing to be eligible for CU accrual, the grant award must be for the benefit of the students, the overall classroom climate/environment, and/or the school.</p>
<p>Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS. Documentation required for CU submissions in ELMS can be accessed online at <a href="http://bit.ly/PGSELMSdocumentation">http://bit.ly/PGSELMSdocumentation</a>.</p>		



# External Professional Development



Activity	Contact Units	Description and Limitations
In-person/live or virtual/synchronous attendance at professional development conferences provided by organizations officially recognized by the educational profession or content area at the state, local, or national levels	<ul style="list-style-type: none"> <li>Maximum 80 CUs</li> </ul>	<p>Synchronous is defined as occurring in real-time. The conference activity is coordinated with a specific time and date.</p> <p>Organizations may be the National Council of Teachers of Mathematics (NCTM), the National Council of Teachers of English (NCTE), or similar state-level organizations.</p> <p>Attendance at conferences must occur outside of the contractual workday. Travel time is not counted.</p> <p>The professional development conference must be related to the educator/ licensed professional's assignment, license, or professional growth goals.</p>
Asynchronous Conference/Webinar	<ul style="list-style-type: none"> <li>Maximum 10 CUs</li> </ul>	<p>Asynchronous conference/webinars are defined as events not occurring in real-time. The conference activities are not coordinated with a specific time or viewed at will as a playback.</p> <p>Attendance at asynchronous conferences/webinars must occur outside of the contractual workday.</p>
<p>Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS.                      Documentation required for CU submissions in ELMS can be accessed online at <a href="http://bit.ly/PGSELMSdocumentation">http://bit.ly/PGSELMSdocumentation</a>.</p>		

Activity	Contact Units
Presentations at conferences provided by organizations officially recognized by the educator/ licensed professional's profession or content area	<ul style="list-style-type: none"> <li>Up to 3 hours of documented creation time permitted for every hour of unique presentation time</li> <li>Maximum 50 CUs.</li> </ul>
<p>Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS.                      Documentation required for CU submissions in ELMS can be accessed online at <a href="http://bit.ly/PGSELMSdocumentation">http://bit.ly/PGSELMSdocumentation</a>.</p>	

Activity	Contact Units	Description and Limitations
Micro-Credentials	<ul style="list-style-type: none"> <li>Maximum 50 CUs</li> </ul>	<p>Each micro-credential must be related to the educator/ licensed professional's assignment, license, or professional growth goals. Only micro-credentials approved by Digital Promise may be utilized: <a href="https://bit.ly/digitalpromisemicrocredentials">https://bit.ly/digitalpromisemicrocredentials</a>.</p>
<p>Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS.                      Documentation required for CU submissions in ELMS can be accessed online at <a href="http://bit.ly/PGSELMSdocumentation">http://bit.ly/PGSELMSdocumentation</a>.</p>		

Activity	Contact Units	Description and Limitations
National Board for Professional Teaching Standards (NBPTS) Process and/or Certification	<ul style="list-style-type: none"> <li>133 CUs for initial submission of the NBPTS Components</li> <li>92 CUs for the NBPTS Certification</li> </ul>	<p>Initial submission of all components of the NBPTS process may earn a total of 133 CUs. After successful certification of NBPTS is received, an additional 92 CUs may be earned.</p>
National Board Maintenance of Certification (MOC)	<ul style="list-style-type: none"> <li>30 CUs</li> </ul>	<p>National Board Certified Teacher (NBCT) Certification Renewal Profile of Professional Growth must be successfully completed for certification.</p>
<p>Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS.                      Documentation required for CU submissions in ELMS can be accessed online at <a href="http://bit.ly/PGSELMSdocumentation">http://bit.ly/PGSELMSdocumentation</a>.</p>		



## External Professional Development

### Licensure

Activity	Contact Units	Description and Limitations
Maintain a second endorsement on the educator/licensed professional's license. The endorsement must be outside of the educator/licensed professional's primary teaching/licensed assignment and must be in the designated areas as noted in the box to the right. An educator/licensed professional must be rated "effective" or "highly effective" on his/her last evaluation.	<ul style="list-style-type: none"> <li>• 10 CUs for maintaining an endorsement.</li> <li>• Maximum 20 CUs.</li> </ul>	<p><b>ELEMENTARY:</b> An educator/licensed professional may receive CUs for having an endorsement(s) not required for his/her primary teaching/licensed assignment in any of the following areas as identified by NDE: <a href="http://bit.ly/NDEendorsements">bit.ly/NDEendorsements</a></p> <p>For example, a special education teacher may receive 10 CUs for maintaining an elementary education endorsement. A fifth-grade teacher may receive 20 CUs for maintaining a special education endorsement and a TESL/ELAD endorsement.</p> <p><b>SECONDARY:</b> An educator/licensed professional may receive CUs for having an endorsement(s) not required for his/her primary teaching/licensed assignment in any of the following areas as identified by NDE: <a href="http://bit.ly/NDEendorsements">bit.ly/NDEendorsements</a></p> <p>For example, a special education teacher may receive 10 CUs for maintaining an TESL/ELAD endorsement. A math teacher may receive 20 CUs for maintaining a science and a TESL/ELAD endorsement.</p>
Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS. Documentation required for CU submissions in ELMS can be accessed online at <a href="http://bit.ly/PGSELMSdocumentation">http://bit.ly/PGSELMSdocumentation</a> .		

Activity	Contact Units	Description and Limitations
Professional/Specialty License Continuing Education Units (CEUs)	<ul style="list-style-type: none"> <li>• No Maximum</li> </ul>	<p>CEUs are for licensed professionals who hold a specialty professional license, such as a social worker, psychologist, or the equivalent requirements for an educator/licensed professional licensed through the business and industry route.</p> <p>CEUs must be related to the educator/licensed professional's licensed assignment, license, or professional growth goals.</p> <p>School Counselors may accrue CUs for Continuing Education Units offered through American School Counselor Association (ASCA) University and Mental Health Academy.</p> <p>All educators/licensed professionals may use CEUs issued by the Nevada Department of Education to accrue CUs.</p>
Documentation required for above activities must be uploaded to your CCSD Google Drive and submitted as a single link to the CCSD ELMS. Documentation required for CU submissions in ELMS can be accessed online at <a href="http://bit.ly/PGSELMSdocumentation">http://bit.ly/PGSELMSdocumentation</a> .		

### Additional Support for Other Licensed Educational Personnel (OLEP)

OLEP Supporting Documents
<a href="#">Social Worker</a>
<a href="#">School Psychologist</a>
<a href="#">School Nurse</a>
<a href="#">School Mental Health Professional</a>
<a href="#">Physical Therapist</a>
<a href="#">Occupational Therapist</a>
<a href="#">Counselors</a>