

Certificated Staff

Technology Training Hours

Employee Name: _____ **Date:** _____

Technology is continually changing and training needs are required on an ongoing basis. Training needs are individualized depending on employees' assignment, changes in curriculum and changes in instructional tools.

The stipend is contingent on continuing passage of the District's technology levy. Employees shall be entitled to receive up to 7.5 hours of compensation at per diem rate for training activities related to implementation and integration of the District's technology systems and programs.

These hours shall be documented on a timesheet submitted on or before June 30 each year describing the training activities and date or dates worked.

The two following questions must be answered and this form must be signed by the Employee and Principal and attached to the timesheet.

(a) What training do you propose to complete?

(b) How does this training relate to the implementation and/or integration of the District's technology systems and/or programs?

Principal Approval

☐ Approved ☐ Not Approved - If not approved, please provide feedback.

Principal Signature _____ Date _____

Employee Attestation of Completion

By signing below, I attest to completing 7.5 hours of self-paced, individualized training and/or District provided training described above.

Employee Signature _____ Date _____