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|  **PRINCETON R-V SCHOOL DISTRICT** **1008 E. Coleman, Princeton MO 64673 ⁕ phone (660) 748-3211 ⁕ fax (660) 748-3212**Career Ladder – Application/Plan | **Career Development Plans must be completed and submitted to building principals for consideration by September 1st.** |
| I. General Information  |
| **CAREER LADDER STAGE** [ ] STAGE I [ ]  STAGE II [ ]  STAGE III |
| Name: |   | Building: |  | Date: |  |
| ***Overview of Participation in the Career Ladder Program:*** (what are your ideas that you want to implement, why are you wanting to implement these activities, who will be your targeted audience, etc.) |
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| ***Alignment of Career Ladder Plan to the School Improvement Plan, Professional Development Plan, or Other Building/District Instructional Improvement Plan Goals:*** (Identify the specific goals your Career Ladder Plan will address) |
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| **II. Planned Activities (**Make a list of anticipated activities that you plan to complete to earn your hours) |
| **Activity** | **Timeline for Activity** | **Number of Hours** | **Student Contact/Other** |
|  |  |  | [ ] Student Contact [ ]  Other |
|  |  |  | [ ] Student Contact [ ]  Other |
|  |  |  | [ ] Student Contact [ ]  Other |
|  |  |  | [ ] Student Contact [ ]  Other |
|  |  |  | [ ] Student Contact [ ]  Other |
|  |  |  | [ ] Student Contact [ ]  Other |
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|  |  |  | [ ] Student Contact [ ]  Other |
|  |  |  | [ ] Student Contact [ ]  Other |
| Additional Information:  |
| **III. AGREEMENT** |
| *Please read each statement below, initial next to each statement, and sign the bottom.* |
| Initial | Statement |
|  | To successfully complete the stage at which I am participating, I will log a minimum of 50 hours to complete Stage I or log a minimum of 75 hours to complete Stage II or log a minimum of 100 hours to complete Stage III.  |
|  | At least two-thirds (2/3) of the minimum total hours I log for my stage will be earned through STUDENT CONTACT. By number of hours this is a minimum of: Stage I (30), Stage II (45), Stage III (60) |
|  | At most one-third (1/3) of the minimum total hours I log for my stage can be earned through OTHER AREAS. By number of hours this is a maximum of: Stage I (20), Stage II (30), Stage III (40) |
|  | I understand that I cannot count hours toward career ladder for activities that I complete during my contracted hours of 7:45 a.m. and 3:15 p.m., Monday – Friday. |
|  | I understand that I cannot count hours for activities that I already receive a stipend or payment for.  |
|  | I understand that I have to complete all hours at the specified stage in order to receive maximum compensation at that stage.  |
|  | I understand that I have to track my hours and submit them to my building principal by May 31st.  |
|  | I understand that I will be compensated for my hours in June 2025.  |
|  | I understand that if I have questions regarding Career Ladder or Career Ladder activities, I should contact my building principal.  |
|  | I understand that my progress towards meeting my hours will be checked quarterly, and I should submit my hourly logs to my building principal no later than the last day of each quarter. |
| By signing below, I understand that my plan will be reviewed by the Career Ladder Committee and will be approved or denied based on the information provided. I agree to keep records as required by the district to ensure my hours are being met.  |
| Teacher Name (Printed) | Teacher Signature  | Date |
| **IV. CERTIFICATION (To be completed by the Career Ladder Committee)** |
| [ ]  **Stage** [ ] STAGE I [ ]  STAGE II [ ]  STAGE III[ ]  **General Plan**[ ]  **Alignment to State, District, Building, Personal/Professional Goals**[ ]  **Plan Outline**[ ]  **Assurance Statements** **Decision**[ ]  **Plan is Approved**[ ]  **Plan is Partially Approved (requires modification or clarification prior to full approval)**[ ]  **Plan is Denied.**  |
| **Career Ladder Committee Member Signature** | Date |
| **Career Ladder Committee Member Signature** | Date |
| **Building Principal Signature** | Date |
| **Notes:**  |