

Upcoming Events and Opportunities

Valued Licensed Employee:

The Human Resource Department is contacting you with important information regarding upcoming events and opportunities.

LICENSE RENEWAL

Teachers and other educators whose license will expire on June 30, 2016, are encouraged to begin the license renewal process **IMMEDIATELY** by going to the USOE website www.utah.gov/teachers. Personal letters regarding license renewal information have already been sent out.

APPROVED LEAVES for 2016-17

The Board of Education has authorized four (4) sabbatical and four (4) educational leaves for the 2016-17 academic year. **February 1st** is the deadline for interested licensed employees to submit their application to the Local Professional Improvement Committee (LPIC), which is located in the Curriculum Department. A fillable application is found online at <http://hr.jordandistrict.org/currentlicensed.html>. For application details and instructions regarding Employee Leave Policies, employees are encouraged to refer to the following District policies:

DP333 NEG – Leave-Sabbatical

DP332 NEG – Educational Leave

EARLY NOTIFICATION (Resignation or Retirement)

Employees resigning/retiring at the end of the current contract year, that give official early notification of resignation/retirement, will be eligible for a tiered incentive. To qualify, notification must be submitted online **on or before** the following dates:

- **January 15, 2016 \$500.00**
- **February 12, 2016 \$300.00**
- **March 11, 2016 \$200.00**

The incentive will be paid on the last regular paycheck. Notifications of resignation or retirement received after the dates listed above will not qualify for an incentive. The official District resignation/retirement notification form is found in Skyward under “My Access”. Please see District policy DP318 for more detailed information regarding resignations. If you do not know your Skyward username or password please contact the Help Desk at 801.567.8737.

COLLEGE & UNIVERSITY FAIR

Representatives from colleges and universities will provide information about graduate and endorsement programs for employees interested in continuing education opportunities. The fair is open to all.

Alternative Services Building (ASB) Auditorium (North side)

7800 S Redwood Road

March 16, 2016

3:30-6:00pm

TEACHER TRANSFER FAIR

The annual Teacher Transfer Fair is for current Jordan School District teachers seeking a new teaching opportunity! Please have copies of your resume available to distribute at the Fair. The Fair is open to all current JSD employees. Come explore your options!

<p>ELEMENTARY TRANSFER FAIR</p> <p>March 21, 2016 4:30-6:00 PM</p> <p>Daybreak Elementary 4544 W Harvest Moon Dr. (11710 S) South Jordan, Utah</p>

<p>SECONDARY TRANSFER FAIR</p> <p>March 21, 2016 4:00-5:30 PM</p> <p>Herriman High School 11917 S 6000 W Herriman, Utah</p>
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