

Hardin Co. Schools Professional Learning (PD)

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“Professional development” means those experiences which systematically, over a sustained period of time, enable educators to acquire and apply knowledge, understanding, skills, and abilities to achieve personal, professional and organizational goals and to facilitate the learning of students.

Professional development activities shall be related to the employee’s instructional assignments and administrators’ professional responsibilities. Activities shall support the local school’s instructional improvement goals and objectives identified in the professional development plan.

Employees are responsible for obtaining twenty-four (24) hours of professional development; however, if you are hired after the start of school, hours are prorated accordingly. HR should have written your required hours in your employee manual when you were processed. Professional Development may be obtained in the following ways:

- Attendance at in-district workshops
- Attendance at virtual conferences (with prior approval by your principal)
- Attendance at out-of-district conferences or workshops provided an Out-of-District Professional Development credit request form is completed prior to the PD and the guidelines are followed
- Please talk with your Administrator/Principal and/or PD Coordinator; they will assist you on school/department PD’s.

To register on-line using HCS ePD website: www.hardin.kyschools.us, select “Employee”, Professional Development. The PD website will open where you will select “Hardin County Professional Development Session On-Line”. ****If you are hired in the summer for the next school year, your PD account will NOT be active until July 1.**

***Since you are a new employee, the first time you log into the ePD program, you will use your **employee number** and the password will be your **SSN without dashes**.**

*When the process is complete the ePD program will open, enabling you to register for courses, check your course status, etc.