

August Trade Credits

Why August trade credits?

August Required Curriculum Professional Learning is Lewisville provided, role-specific learning. Learning is specific to Lewisville ISD curriculum standards, objectives, policies, and procedures.

What is August trade credit?

The LISD calendar designates August 5 as the day to obtain August Required Curriculum Professional Learning. Some content areas offer sessions prior to August 5 to make group sizes smaller and offer choice of when to attend the learning. Other content areas offer this learning only on August 5.

3 MUSTS for August trade credit

- Must be provided by Lewisville ISD (unless PRE-approved by LISD content area administrator)
- Must be role-specific learning
- Must be designated as August Trade in Eduphoria Workshop

Who needs August trade credit?

Employees starting on / prior to August 5	August Trade Requirements
Core Teachers Pre-K Teachers Fine Arts Teachers Career & Tech Teachers Health / PE / Outdoor Ed Teachers ISS Teachers - Attend a content session Special Ed Itinerant Staff Instructional Specialists: Title I Coaches, Campus Based, ESL Liaisons, LAS's, Dyslexia Interventionists	Attend learning on or before August 5
All Counselors Nurses and Health Assistants Library Media Specialists	Attend learning on August 5
JROTC Instructors Secondary Testing Coordinators Central Office Campus Administrators Office & Instructional Support Staff Learning & Instructional Technology Facilitators Specified Auxiliary Staff Athletic Trainers	Working on August 5
Part-time Teachers	Check with content area administrator

How many credits do I need?

Employees are to earn 6 credits for this day on or before August 5, 2019. If the 6 credits have been earned prior to August 5, the employee may stay home. If the credit has not been earned by August 5, the employee must attend role-specific learning provided by LISD on that day.

Can a session count for both August and November trade credit simultaneously?

No. August and November trade credits can not be earned simultaneously for the same course because they are to “trade” for days for which you will be paid separately. Therefore, 6 credits have to be earned to trade for August 5, and separately, 12 credits must be earned to trade for November 25 & 26.

What if I accrue more than the 6 August trade credit requirement?

Surplus August trade credits will be rolled over to November trade credits by Professional Learning in October.

What is the timeline for accruing this credit?

The window for accruing role-specific August professional learning trade day credit is **May 25 - August 5**. Trade day credit must be earned by August 5. If the 6 credits have been earned prior to August 5, the employee may stay home. If the credit has not been earned by August 5, the employee must attend role-specific learning provided by LISD on August 5.

How do I maximize the use of my August trade credit opportunity?

General education teachers are encouraged to utilize the August trade learning for content area learning and consider a session related to special programs areas such as ELL, Special Education, Technology, G/T. Special program area teachers are encouraged to use August trade for specialized learning in their program area and consider a session related to content for November trade credit.




What learning counts / does not count for August trade credit?

Eligible for August trade credit	NOT Eligible for August trade credit
LISD course designated in Eduphoria as August Trade Credit on August 5	Learning outside of LISD that is not PRE-approved by LISD content area administrator
LISD course designated in Eduphoria as August Trade Credit prior to August 5	Working in your classroom
Written Supervisor PRE-approved learning outside of LISD	Extra duties / Extra-curricular

How do I check to see if I met the August trade requirement?

Your Eduphoria Workshop portfolio serves as your professional learning transcript. By selecting **My Portfolio** under the **Workshop** tab in Eduphoria Workshop, you can review August trade credits accrued for the current school year under the Portfolio Summary. View this short [video tutorial](#) on how to check your trade credits. An accurate depiction of hours can be viewed in Eduphoria Workshop only.

Please note that the trade hours viewable in STRIVE represent the total number of credits applied to the course for example:

Elementary: Digging into Data 6 to Uncover Student Accountability (AUGUST TRADE)	 Elementary: Digging into Data to Uncover Student Accountability (AUGUST TRADE),  August 2018 Required Curriculum Professional Learning,3 Credit(s)  Texas SBEC CPE,3 Credit(s)
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What if I notice a course I've completed is still designated with a green registered notice?

It usually takes up to two weeks after a course for it to close and for credit to appear. If it has been longer than two weeks, check with the instructor to make sure the sign-in sheet has been sent to Professional Learning. If so, you may contact Professional Learning.

How do I find courses designated with August trade credit in Eduphoria Workshop?

Courses eligible will have August trade in the title. You may search for courses by the category that applies to you or by clicking on the August Trade Credit type at the bottom. Categories have been added for elementary and secondary core teachers to easily find trade credit. [View this short video tutorial](#) on how to find courses in Eduphoria.

Is learning outside of LISD eligible for August trade credit?

Learning outside of LISD may be eligible for August trade credit if it has been PRE-approved by your curriculum area supervisor. Some content areas will not permit outside credit. Follow the directions in the information items below.

How do I get PRE-approval from my content area administrator?

Obtain written approval or email from your content area administrator prior to attending the learning. Some content areas will not permit outside credit.

How do I obtain August trade credit for learning outside of LISD?

After attending the workshop or conference, add a new portfolio entry and attach a certificate of attendance **AND** **written approval** from your LISD content area administrator in Eduphoria Workshop to request trade credit.

To add a Portfolio Entry, go to "My Portfolio" in Eduphoria Workshop and select "Add New Portfolio Entry" towards the bottom under "Portfolio Options". View this short [video tutorial](#) on how to upload outside credit requests.

What if I don't complete the professional learning trade day requirement by August 5?

If you have not obtained this trade by August 5, you must attend your content area learning on that day. If 6 credits have not been earned by August 5, a local day will be deducted. If there are no local days, then a state day will be deducted. Staff with a depleted leave balance will be docked at their daily rate of pay in order to return the compensation received for the trade day. Leave balance and payroll deductions will be conducted in a half-day or a full-day increment based on each individual's daily rate as determined by Payroll.

What if I have special circumstances, including FMLA and/or maternity leave?

Contact [Heather Feeney](#), Leave of Absence Coordinator, for questions regarding procedures and guidelines associated with leave of absence.