



Professional Release Days



The Santa Barbara County Education Office Teacher Induction Program has a Memorandum of Understanding (MOU) with each of our partnering districts. As part of the MOU, each district agrees to provide two professional release days per year for each candidate and one day for each mentor to support the completion of program requirements. Mentors who are supporting more than one candidate receive release days for each candidate they support.

Release days may be utilized for planning, observation and completion of induction program requirements. This may include observation of other teachers and/or attending professional learning trainings to support the candidate's inquiry cycle, and as such, need to be used prior to the completion of the candidate's Individualized Learning Plan (ILP).

Steps for participant use of release days:

- 1) Coordinate with mentor/candidate to identify potential dates. Considering the availability of substitutes, you may wish to select multiple dates.
- 2) Communicate with site administration to approve release dates, purpose of release time, and procedures.
- 3) Follow site procedures for reporting absences/request for substitutes ("Teacher Induction Release Time" will be the reason for absence).

As outlined in our MOU, the cost of the release day is covered by the district, and the Teacher Induction Program is not to be billed for these costs.