

## STAFF DEVELOPMENT

The Board of Education believes that staff training and development help ensure the success of educational programs and improve the efficiency of the district. Therefore, the district will provide development opportunities to staff to increase their effectiveness and job performance. The Superintendent of Schools shall be responsible for implementing and administering staff development programs for the district's employees.

### Administrators

All administrators in the school district will receive appropriate training and professional development in accordance with law, regulation or any applicable collective bargaining agreement. The Superintendent will be responsible for providing such training and development.

### Teachers

All teachers will be provided with substantial professional development opportunities directly related to student learning in accordance with any applicable collective bargaining agreement and the district's Professional Development Plan. The plan shall include:

- A. A summary of the needs analysis, goals, objectives, strategies, activities and evaluation standards for professional development in the district and a description of how the district will provide all teachers substantial professional development activities directly related to student learning needs identified in school report cards and other sources.
- B. A summary of how the professional development provided will align with New York standards and assessments, teacher capacities and student needs, including linguistic, cultural diversity and special needs. Activities must be articulated across grade levels and subject areas and show how they will be provided and measured in a continuous manner.
- C. A summary of how it will provide teachers holding a professional certificate with opportunities to maintain their certificate in good standing by successfully completing 175 hours of professional development every five years.
- D. A mentoring or peer coaching program to provide support for new teachers in order to ease the transition from teacher preparation to practice, thereby increasing retention of teachers in the public schools, and to increase the skills of new teachers in order to improve student achievement.

The Board authorizes the Superintendent of Schools to establish a **Professional Development Council** to assist with constructing recommended annual revisions to the district's Professional Development Plan. The Superintendent of Schools is encouraged to invite the members of the district's **'staff development committee'** which customarily meets several times each school year to be among those volunteering their service on the Professional Development Council. The Superintendent of Schools is encouraged to include suitable administrators, operations supervisors, collective bargaining unit representatives, and particular faculty and support staff identified by the Superintendent as appropriate and necessary to provide as complete and thoughtful an annual examination as is reasonable and practical, within the limits of available time for all such individuals to gather together.

The Superintendent of Schools is to provide at the September regular monthly Board meeting a roster of individuals invited to volunteer their service that school year as members of the Professional Development Council. The Professional Development Council shall meet at least once prior to or around October 1st. The Superintendent or designee will serve as the chair of the Professional Development Council and will be responsible for ensuring the timely examination and proposed revisions of the Professional Development Plan.

The Council, via the Superintendent, will submit any recommended revisions to the Professional Development Plan to the Board by April 1. The Board will consider the recommendations at its first regular meeting thereafter. The Board may accept or reject the recommendations of the Council in whole or in part. The Board may also request of the Superintendent of Schools any additional information or data needed to evaluate the success of the program in achieving its

objectives.

Any further changes in the Professional Development Plan must be submitted to the Board by June 1st. The Board will consider and act on the revised plan by June 30th. The Board reserves the right to make changes to the revised plan.

#### **Other Professional Staff and Support Staff**

The district will provide staff development activities for other professional staff and support staff within the financial constraints of the district budget and in accordance with applicable collective bargaining agreements.

#### **Other Staff Development Opportunities**

The Board recognizes that many staff development opportunities are provided through non-school district sources. Within budgetary restraints, district employees may attend conferences, workshops, study councils, in-service courses, summer study grants, school visitations, and other relevant staff development opportunities. Released time and reimbursement for such activities will be available upon approval of the Superintendent and in accordance with applicable collective bargaining agreements. The Superintendent may establish regulations pursuant to this policy to establish the circumstances under which such released time and reimbursement may be available. The Superintendent is authorized to construct a concise reporting template and establish a concise reporting protocol for district employees who are excused from regular duties to attend such staff development opportunities during days when classes are in session.

Ref: Education Law 3604(8) (Superintendent conference days)  
8 NYCRR § 100.2(dd) (Professional Development Plans)  
8 NYCRR § 100.2(o)(2)(iii)(b)(5) (required training on conducting staff evaluations)

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