

Board of Education Policy

**PROFESSIONAL DEVELOPMENT OPPORTUNITIES
AND CONFERENCE ATTENDANCE**

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 or designee shall be responsible for implementing and administering staff development programs for the District's employees.

Administrators

Within budgetary allocations, all administrators in the District will receive appropriate training and professional development in accordance with law, regulation, or any applicable collective bargaining agreement. The Superintendent or designee will be responsible for providing such training and development.

Teachers

Within budgetary allocations, all teachers will be provided with 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 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 professional development activities directly related to student learning needs identified in school report cards and other sources.
- A description 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.
- A description 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.
- A mentoring 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 manner in which the District will measure the impact of Professional Development on student achievement and teacher's practices.

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- Efforts made to ensure Professional Development is continuous and sustained and that the methods and approaches for delivering Professional Development have been shown to be effective.
- A provision for the training, where applicable, in school violence prevention and intervention, child abuse recognition, the needs of children with autism, and the Dignity for All Students Act.

Teachers' expected participation in Professional Development, including, but not limited to, an estimate of the average number of hours each teacher is expected to participate in Professional Development in the school year covered by the Plan.

The Board shall establish a Professional Development Committee to review and revise the District's Professional Development Plan annually. The Board shall appoint members to the team at the first regular Board meeting in September.

The Professional Development Committee shall meet at the beginning of each school year. The Superintendent or his/her designee will serve as the chair of the team and will be responsible for ensuring the timely review and revision of the District's Professional Development Plan.

The Professional Development Committee will submit any recommended revisions to the Professional Development Plan to the Board. The Board will consider the recommendations at its first regular meeting thereafter. The Board may accept or reject the recommendations of the committee in whole or in part. The Board may also request any additional information or data needed to evaluate the success of the program in achieving its objectives, subject to the terms of applicable collective bargaining agreements, if any.

Any further changes in the plan must be submitted to the Board. The Board will consider and act on the revised plan. 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 resources. 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.

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Released time and reimbursement for such activities will be available upon approval of the Superintendent or designee 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. Staff members who attend such activities may be required to prepare a report or summary of the activity attended.

Reference: Education Law § 3604(8)
8 NYCRR § 100.2(dd)
8 NYCRR § 100.2(o)(iii)(b)(5)

Adopted: 02/09/2005
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