

# **Holden R-III Schools**

## **Professional Development Plan**

### **2024-2025**

#### **I. Mission Statement**

The mission for the Holden R-III School District is for all students, upon graduation, to have marketable skills or the basis to be eligible for post-secondary educational opportunities.

#### **II. Rationale**

It is critical that teachers keep abreast of new developments in the field of education and continuously work on refining their skills. Effective professional development programs are on-going and structured to give teachers an opportunity to learn instructional practices that relate to student achievement. Teachers need the opportunity to implement and evaluate new instructional strategies in order to grow professionally. The Missouri School Improvement Program requires districts to identify a set of instructional strategies that meet the assessed needs of its students. The MSIP standard for professional development states that districts provide professional development that is intensive, on-going, and addresses curriculum and the instructional practices related to student achievement issues identified in the Comprehensive School Improvement (Strategic) Plan.

#### **III. Description of Planning Process**

District administrators review professional development survey results, analyze teacher observation data, review teacher documentation and received input from building leadership teams to determine the professional development goals each year. The plan is reviewed by the district PD committee.

#### **IV. Major Areas of Focus**

- Technology Integration
- Professional Learning Communities
- District Continuous Improvement (DCI) Focus Areas
- Team Collaboration on Curriculum Development
- Behavior Intervention Support Team & Trauma-Informed Strategies

#### **V. Evaluation of the Professional Development Plan**

The district will review progress toward meeting the professional development objectives. Staff surveys are conducted after in-services to determine if the desired results were achieved. Staff survey responses are used to determine potential follow-up training or required additional support. Building leadership teams review survey results and will provide input on required staff support.

#### **VI. Building Improvement Plans**

Building administrators work with their leadership teams to develop major objectives for the year including research-based strategies to support the objectives. Action steps to achieve the objectives are outlined. Plans of how the objectives will be monitored are included. Building Improvement Plans must align to the district's Comprehensive School Improvement (Strategic) Plan. Building leadership teams are involved in planning some of the professional development based on survey results and building SMART goals.

## **VII. Professional Development Objectives**

1. The district will provide training to staff members in the area of technology integration to enhance student learning.
2. The district will review the basic principles of Professional Learning Communities.
3. The district will provide training on the District Continuous Improvement (DCI) focus areas based on results of the Collaborative Work Implementation Survey (CWIS) and the Self-Assessment Practice Profile (SAPP) data. This may include training on collaborative teams, school-based implementation coaching, effective teaching/learning practices, common formative assessments, and data-based decision making.
4. The district will provide opportunities for grade level and vertical team collaboration for curriculum development.
5. The district will provide training and monthly support for Behavior Intervention Support Teams (BIST) and other trauma-informed strategies.

**Objective #1- The district will provide training to staff members in the area of technology integration to enhance student learning.**

### **Strategy:**

1. All certified staff will become proficient at operating the district's technology

### *Action Steps:*

1. Staff will be trained in small groups and by buildings
  - a. Technology PD will be included on in-service days, throughout the school year during PLC meeting times, during the school day, and before/after school
  - b. Technology trainings are conducted with new staff during the Summer Institute

### **Strategy:**

2. Incorporate technology to enhance classroom instruction

### *Action Steps:*

1. Students in grades K-1 will have access to iPads and/or Chromebooks and students in grades 2-12 will be assigned Chromebooks
2. Offer a variety of workshops and online training to teach staff how technology can be used to enhance their daily lessons -
  - a. Technology Coordinator meets with grade level/subject area teams
  - b. Technology trainings are conducted with new staff during the Summer Institute

**Objective #2- The district will review the basic principles of Professional Learning Communities**

### **Strategy:**

1. Building Leadership Teams will review the basic principles of a PLC

### *Action Steps:*

1. Leadership teams will provide training during in-service days and building faculty meetings on PLCs

2. Leadership teams will review agendas and minutes from PLC team meetings in the building
3. New staff will participate in a book study of Learning by Doing and A Repair Kit for Grading led by their building principals
4. Continue support for teachers on standards-based grading
  - a. District grading guidelines are included in the building faculty handbooks
  - b. Grading questions are addressed during faculty meetings, team meetings and with individual teachers
  - c. Provide assistance in designing and leveling assessments for Standards-Based Grading
  - d. Provide assistance correlating assessments to scoring guides

**Strategy:**

2. Response to Intervention (RtI) systems will be reviewed and revised as needed

*Action Steps:*

1. Data will be analyzed to determine the effect of building RtI systems
  - a. Common assessment data, iReady data, MoLEAP data, Nextera ECO Sampler Sessions, Systematic Instruction in Phonological Awareness, Phonics, and Sight Words (SIPPS), and Master Checks are some of the assessment data used as outlined in the District Assessment Plan
2. Changes to the RtI process and the student support provided will be determined based on student data
  - a. iReady and SIPPS will be used in grades K-8 in math and ELA. Common assessments will be utilized in grades 9-12
  - b. SOAR referrals, iReady, common assessments, MAP/EOC, are assessments used to determine changes in the RtI process
3. Accountability systems will be established to maintain the fidelity of the RtI processes
  - a. Classroom observations, SOAR referrals, assessment data, fidelity checklists, and monthly CARE team meetings will be used to determine the fidelity of the RtI system in each building
4. Dyslexia training will be offered to district staff members
  - a. Students will be screened in grades K-3 utilizing iReady. Students who are flagged for characteristics of dyslexia will be assessed utilizing the SIPPS or other dyslexia interventions.
  - b. Students in K-3 showing characteristics of dyslexia will be provided interventions

**Objective #3- The district will provide training on research-based strategies and District Continuous Improvement (DCI) focus areas**

**Strategy:**

1. Training on various instructional strategies will be provided

*Action Steps:*

1. Network for Educator Effectiveness (NEE) data will be analyzed to determine areas of need

2. CWIS and SAPP data will be utilized to determine appropriate DCI training for staff members
3. LETRS Science of Reading Training will be provided to all elementary teachers
4. Professional Development on math strategies will be provided for secondary math teachers
5. Literacy instructional strategies will be reviewed for middle and high school teachers
6. Instructional Coaches will be utilized for individualized professional development and support for teachers. Areas of instructional focus to increase academic achievement may include:
  - A) Classroom Management
  - B) Quality Lesson Plans
  - C) Reliable Scoring Guides - Determining Proficiency
  - D) The Process for Creating Assessments
  - E) Elements of Quality Assessments
  - F) Differentiating Assessments
  - G) Data Analysis to Drive Instruction
  - H) Differentiating Instruction
  - I) Elements of Quality Enrichment Opportunities
7. Out-of-District Professional Development opportunities will be offered to individual district staff members by request and approval through the PDC
8. Training on 6-8 Math Resources (Eureka)

**Objective #4- The district will provide opportunities for grade level and vertical team collaboration for curriculum development**

**Strategy:**

1. Leadership Teams will work with the administration to develop a plan for grade-level and vertical team collaboration times
2. The district Curriculum Coordinator will provide support to the administration and teachers in the development of comprehensive curricular units

**Objective #5- The district will provide training and monthly support for Behavior Intervention Support Teams (BIST) and other trauma-informed strategies.**

**Strategy:**

1. Elementary, Middle School, and selected high school staff (Kindergarten through 8<sup>th</sup> grade) will continue to be trained in using the BIST system

*Action Steps:*

1. All new staff will have received the training prior to, or within, the contracted year
2. Staff members will be offered extended training
3. Provide on-going follow-up BIST training in district throughout the school year
  - a. BIST consultants visit the district monthly throughout the school year
  - b. Consultants meet with teams of teachers as well as individual teachers
  - c. BIST consultants are available by phone throughout the school year

***On Monday, August 19<sup>th</sup>, staff will be asked to view a series of training videos provided by Missouri United School Insurance Council (MUSIC) and Safe Schools Training on the topics listed below. These are topics designated in Board policy that are required trainings for school personnel.***

- A. Bullying: Recognition & Response (MUSIC)
- B. De-escalation Strategies
- C. Discrimination Awareness in the Workplace
- D. Establishing Healthy Boundaries (MUSIC)
- E. FERPA: Confidentiality of Records
- F. General Ethics in the Workplace
- G. Missouri DESE Dyslexia Training
- H. Restraint and Seclusion
- I. School Violence: Identifying and Addressing
- J. Sexual Misconduct – Staff to Student (MUSIC)
- K. Student Mental Health: Awareness, Intervention, & Referral
- L. Workplace Injury Prevention

## **VIII. Building Leadership Team Members:**

### **Elementary Leadership Team:**

Rilan Dickey - Kindergarten  
Cindy Gassen - First Grade  
Julie Fuller - Second Grade  
Carrie Christy - Third Grade  
Sami Mousa - Fourth Grade  
Kathy Kilgore - Fifth Grade  
Trina Davidson - Title  
Tracy Taylor - Special Education  
Paige Farmer - Asst. Principal  
Sarah Burks - Principal

### **Middle School Leadership Team:**

Dustin Orton - Sixth Grade & Social Studies  
Amanda Orton - Seventh Grade & Science  
Tobi Chambers - Eighth Grade & ELA  
Amy Fennewald - RtI & Math  
Brandon Pemburlin- Special Education  
Sharon Doll - Exploratory  
Mindy Brewington - Exploratory  
Kerri Hanneken - Counselor  
Kyle Stoecklein - Principal

### **High School Leadership Team:**

Megan Gipfert - ELA  
Emily Purnell - Math  
Miranda Langston - Math  
Jeff Smith - Science  
Matt Hertzog - Social Studies  
Michelle Landrum - Elective  
Mark Weddle - Elective  
David Diener - Elective  
Eimile Lewis - Elective  
Kyra Johnson - Special Education  
Melissa Kackley - Guidance  
Spencer Gudde - Activities Director  
April Placht - Asst. Principal  
Grant Guevel - Principal

### **Professional Development Committee Members:**

Trina Davidson - Elementary - Term Ending 2024-2025  
Jocelyn Rowan - Elementary - Term Ending 2025-2026  
Cindy Gassen - Elementary - Term Ending 2025-2026  
Amy Fennewald- Middle School - Term Ending 2024-2025  
Dustin Orton- Middle School - Term Ending 2025-2026  
Tobi Chambers- Middle School - Term Ending 2025-2026  
Tonya Mallinson- High School - Term Ending 2024-2025  
Audrey Stever- High School - Term Ending 2025-2026  
Eimile Lewis – High School – Term Ending 2025-2026

**Professional Development Calendar-** The following is an outline of the professional development activities for staff during the 2024-2025 school year.

Date	Professional Development Plans
Aug. 5, 6, 7	New Teacher Summer Institute
Thu., Aug. 8 (New Staff Only)	8:00 a.m. – Work in Your Own Classroom and/or CPR Skills Test 9:00 a.m. – Benefits Meeting (MS Library) 12:00 p.m. – Eat on your own. Explore town restaurants or bring your lunch. 1:00 p.m. - 2:30 p.m. – Intro to District Continuous Improvement (DCI) 2:30 p.m. – 3:30 p.m. – Intro to the Mentoring Program <b>New teachers may work in classrooms when not in meetings.</b>
Mon., Aug. 12 (New Staff Only)	8:00 a.m. – 8:15 a.m. - Breakfast 8:15 a.m. – 9:00 a.m. – Infinite Campus Training (High School Library) 9:00 a.m. – 11:30 p.m. – District Tour (Group 1) 11:30 p.m. – 1:00 p.m. - Working Lunch with Principals (Building Offices) 1:00 p.m. – 3:30 p.m. – District Tour (Group 2) <b>New teachers may work in classrooms when not in meetings.</b>
Tue., Aug. 13	7:30 a.m. - All Staff Breakfast (Elementary Gym) 8:00 a.m. - Band plays/New staff introductions (Elementary Gym) 8:30 a.m. – 12:00 p.m. – To “Infinite”y and Beyond 12:00 p.m. – 1:00 p.m. - Lunch – Provided by Mike Keith Insurance 1:00 p.m. – 3:30 p.m. – To “Infinite”y and Beyond
Wed., Aug. 14	<b>Elementary:</b> 8:00 a.m. -9:30 a.m. - Building Faculty Meeting (ES Library) 9:30 a.m. – 10:30 a.m. - 504/IEP/BOE Policies (ES Library) 10:30 a.m. – 11:30 a.m. – Infinite Campus (ES Library) 11:30 a.m. -12:30 p.m. - Lunch (provided by building) 12:30 p.m. - 3:00 p.m. - Building Faculty Meeting (ES Library) 3:00 p.m. - 3:30 p.m. - Work In Classrooms  <b>Middle School:</b> 8:00 a.m. -9:00 a.m. – 504/IEP/BOE Policies (MS Library) 9:00 a.m. – 10:00 a.m. - Infinite Campus (MS Library) 10:00 a.m. -12:00 p.m. - Building Faculty Meeting (MS Library) 12:00 p.m. – 1:00 p.m. - Lunch (provided by building) 1:00 p.m. – 3:00 p.m. – Building Faculty Meeting (MS Library) 3:00 p.m. – 3:30 p.m. - Work In Classrooms  <b>High School:</b> 8:00 a.m. - 12:00 p.m. - Building Faculty Meeting (HS Library) 12:00 p.m. - 1:00 p.m. - Lunch (provided by building) 1:00 p.m. - 2:00 p.m. - Infinite Campus (HS Library) 2:00 p.m. - 3:00 p.m. - 504/IEP/BOE Policies (HS Library) 3:00 p.m. – 3:30 p.m. – Work in Classrooms  6:00 p.m. – 7:00 p.m. – Kindergarten Only – Meet the Teacher Night

Thu., Aug. 15	<p>8:00 a.m. – 3:30 p.m. Teacher Workday Infinite Campus Tutorials – Attend those that you desire – Schedule TBD</p> <p>4:30 p.m – 6:30 p.m. - Back-to-School Night (All Buildings) 4:30 p.m. – 7:00 p.m. – Holden Area Resources Fair (Holden Elementary Gym)</p>
Mon., Aug. 19	<p>Missouri School Board Association Online Policy Training – <b>Staff members who have completed all this training prior to 8:00 a.m. on Monday, August 12 may take the day off or utilize the day as they wish.</b></p>
Tue., Aug. 20	<p><b>Elementary:</b> 8:00 a.m. – 9:30 a.m. – Emergency Operating Procedures and Crisis Plan (ES Library) 9:30 a.m. – 10:30 a.m. – PLC Philosophy (ES Library) 10:30 a.m. – 12:00 p.m. – LETRS Science of Reading Training 12:00 p.m. – 1:00 p.m. – Lunch on Your Own 1:00 p.m. – 2:30 p.m. – LETRS Continued 2:30 p.m. – 3:30 p.m. – Work in Classrooms</p> <p><b>Middle and High School:</b> 8:00 a.m. – 9:00 a.m. – PLC Philosophy (In your own building library) 9:00 a.m. – 10:30 a.m. – Building Level Professional Development 10:30 a.m. – 12:00 p.m. – Building Level Professional Development (MS Staff Only) Emergency Operating Procedures and Crisis Plan (HS Staff Only) 12:00 p.m. – 1:00 p.m. – Lunch on Your Own 1:00 p.m. – 2:30 p.m. – Building Level Professional Development (HS Staff Only) Emergency Operating Procedures and Crisis Plan (HS Staff Only) 2:30 p.m. – 3:30 p.m. – Work in Classrooms</p>
Fri., Sept. 13	<p>8:00 a.m. Staff Pictures (HS Gym)</p> <p><b>Elementary:</b> 9:00 a.m. – 1:30 p.m. – LETRS Science of Reading Training (Elementary Staff Only) 11:30 a.m. – 12:30 p.m. – Lunch (Provided by Building) 12:30 p.m. – 1:30 p.m. – LETRS Continued 1:30 p.m. – 3:30 p.m. – Suicide Prevention (Multipurpose Building)</p> <p><b>Middle and High School:</b> 9:00 a.m. – 11:00 p.m. – Suicide Prevention (Multipurpose Building) 11:00 a.m. – 12:30 p.m. - Professional Development EdCamp (Including CPR) 12:30 p.m. – 1:30 p.m. – Lunch (Provided by Building) 1:30 p.m. – 3:30 p.m. – Professional Development EdCamp Continued</p>
Mon., Oct. 14	<p>Staff Health Fair (All Day) 8:00 a.m. – 3:30 p.m. – LETRS Science of Reading Training (Elementary Staff Only)</p> <p>8:00 a.m. – 12:00 p.m. - Professional Development EdCamp (MS &amp; HS) 12:00 p.m. – 3:30 p.m. - Building Specific Professional Development (MS &amp; HS)</p>
Mon., Jan. 6	Teacher Workday/Professional Development
Fri., Feb. 14	<p>8:00 a.m. – 3:30 p.m. – LETRS Science of Reading Training (Elementary Staff Only)</p> <p>8:00 a.m. – 12:00 p.m. - Professional Development EdCamp (MS &amp; HS) 12:00 p.m. – 3:30 p.m. - Building Specific Professional Development (MS &amp; HS)</p>
Thu., May 22	Teacher Workday



