

Cache County School District

Policy Series 2000: Administration and District Planning

Policy No. 2040 P3

Annual Professional Development Planning

The Cache County School District Board of Education supports quality teaching as the central activity of the district's work. To prioritize having high-quality teachers in every classroom and high-quality principals in every school, the Board endorses meaningful professional development activities aligned with state and district standards, as well as external mandates, best practices, valid research, and relevant self-identified needs identified by district staff.

Under the superintendent's direction, the district will formulate and implement a comprehensive, formal professional development plan each year that aligns with the multi-year plan of enabling teachers to provide excellent instruction. The plan is required to be based on the following practices:

1. Staff and administrators will be invited to share their professional development needs/interests via a periodic professional development survey.
2. A summary report of the survey results will be created and published. It will also be shared publicly in district meetings and on the district website.
3. A draft of the new plan for the coming year will be shared to receive feedback from principals and, if possible, teachers.
4. A firm plan for the coming school year, coordinated with the multi-year plan, will be developed by June 15th.
5. Evidence of a commitment to coordinate district-wide needs/interests with school-based needs/interests will be demonstrated.
6. Except for minor tweaks, the new yearlong plan will be implemented without confusing add-ons, variations, and departures.

The superintendent will direct the planning of each year's annual professional development plan in coordination with other district administrators.

Periodic updates on the professional development activities will be provided on the district website.

Approved by District Administration: June 12, 2025