

Professional Staff Development Program: Administrative Procedure

The administration will convene a team to plan professional development activities in accordance with Board Policy and direction. The professional development program will include the following components:

- Assessing student needs based on achievement data and staff input
- A long-range plan developed in accordance and alignment with the District's Improvement Plan, Board approved goals, and other documents (e.g. Curriculum Adoption/Review Cycle)
- An annual budget itemizing expenditures and revenues
- An annual calendar of events
- Support for training the adult learner
- Support for developing teacher leadership, utilizing teacher expertise and coaching, where appropriate
- A value for differentiated programming via
 - out-of-district conferences
 - advanced study in accredited programs
 - state and regional meetings
 - school committees, study teams, book clubs, train-the-trainer, and peer coaching
 - off-site visitations
- A process for evaluating the impact of professional development on student achievement
- Provisions for PI-34 implementation, Professional Development Plans (PDP), and a District Mentoring Program for newly hired teachers/staff