

PROFESSIONAL LEARNING AND STAFF DEVELOPMENT

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

The Superintendent may establish any regulations, procedures, and/or protocols necessary to implement and maintain this policy.

Administrators

All administrators in the school District not otherwise covered by this policy 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 and Leaders

All teachers and leaders (i.e., holders of school building leader, school district leader, and school district business leader certificates) will be provided with opportunities for professional learning directly related to student learning in accordance with any applicable collective bargaining agreement and the District's Professional Learning Plan. Level III teaching assistants and long-term substitute teachers (employed for more than forty (40) days in a school year) will have the opportunity to participate in the District's professional learning program.

Professional Learning Plan

The District's Professional Learning Plan, which may be a multi-year plan, will include all items required by the Regulations of the Commissioner of Education, including, but not limited to, the following:

- A needs analysis, goals, objectives, strategies, activities, and evaluation standards for professional learning in the District and a description of how the District will provide all teachers and leaders substantial professional learning activities directly related to student learning needs identified in school report cards and other sources.
- A description of how the District provides teachers and leaders with opportunities directly related to student learning outcomes identified in the District's report card and other sources, and a description of how professional learning in educator practice and curriculum development are culturally responsive and reflect the needs of the community.
- A description of how the professional learning provided will align with New York standards, assessments, and student needs, including, but not limited to, linguistic, cultural diversity, and special needs, and will include culturally appropriate and responsive practices. 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 the District will provide teachers, leaders, and Level III teaching assistants with opportunities to maintain their certificate in good standing by successfully completing one hundred (100) hours of professional learning every five years.

- A mentoring program to provide support for new teachers and leaders in order to ease the transition from teacher and leader preparation to practice, thereby increasing retention of teachers and leaders in the public schools, and to increase the skills of new teachers and leaders in order to improve student achievement.
- Unless granted an exemption by the Commissioner of Education, a description of how the District will provide professional learning to teachers, leaders, and Level III teaching assistants to address the needs of English Language Learners.

The District shall develop its Professional Learning Plan through the collaboration of a Professional Learning Team. The Board will appoint the members of the Professional Learning Team who will be responsible for the annual review and revision of the District's Professional Learning Plan.

The Professional Learning Team will meet on or before October 1 of the year preceding the school year for which the Plan will be adopted. The Superintendent or designee will serve as the chair of the Professional Learning Team and will be responsible for ensuring the timely review and revision of the District's Professional Learning Plan.

The Professional Learning Team will submit a recommended Professional Learning 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 Team 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.

Any further changes to the Plan must be submitted to the Board on or before June 1. The Board will consider and act on the revised plan by June 30. The Board shall make the final determination as to the content of the District's Professional Learning Plan and shall adopt or, in the case of a multi-year plan, readopt a Professional Learning Plan that meets the requirements prescribed above by September 1 of each school year.

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. In accordance with District policy, within budgetary restraints, and following any necessary approvals, District employees may attend conferences, workshops, study councils, in-service courses, summer study grants, school visitations, and other relevant staff development opportunities. Staff members who attend such activities will be required to submit a certificate or other proof of attendance, as approved by the Superintendent and/or designee. Staff members may also be required to prepare a report or summary of the activity attended and/or submit course materials.

Released time and reimbursement for such activities will be available in accordance with District policy (*see* policy 6830) and any applicable regulations, procedures, and/or protocols established by the Superintendent.

Cross-ref: 6830, Expense Reimbursement
9420, Staff Evaluation

Ref: Education Law §§3006-a; 3604(8)
8 NYCRR §§80-6.3; 100.2(o)(1)(iv)(b)(5); 100.2(o)(1)(iv)(b)(7); 100.2(dd); 154-2.3(k)

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