

## **Professional Development**

All staff are to participate in regular professional growth and development activities. New staff are introduced to the district's strategic plan and vision, academic learning standards and curriculum guides (particularly those related to their assignments), and evaluation standards for professional staff (particularly those related to student learning).

### **1. Non-administrative Staff**

Additional training and study are prerequisites for continued growth and ability to understand increased responsibility and/or to satisfy new demands facing the staff member. Staff are expected to gain additional job-related skills through special study or inservice training.

The district may participate in the state Inservice Training Act of 1977.

The district shall develop and adopt a professional growth program.

Each holder of a professional education certificate except those exempted by State Board of Education (SBE) regulation, shall complete one hundred fifty (150) hours of continuing education study every five (5) years, in order to maintain his/her certificate.

### **2. Administrative Staff**

The superintendent recognizes that training and study for administration staff contributes to their skill development and is necessary to better serve the needs of the school district. Each year the superintendent causes to be developed an administrative inservice program based upon the needs of the district, as well as the needs of individual administrators.

Inservice activities performed during school hours as an integral part of employment are not eligible for credit.

Staff who seek credit for approved study shall submit a record and description of the course to the administration.

In addition, any teacher who meets standard or continuing certification after August 30, 1987, must complete one hundred fifty (150) hours of continuing education study every five (5) years. Failure to satisfy this requirement will cause the certificate to lapse.

The above must not be interpreted to mean the inclusion of inservice training or professional upgrading required by a revision of state certification standards or any other professional growth program which is normally understood to be the responsibility of the individual.

### **3. District Provision of Professional Development**

Senior teachers who are effective at facilitating student achievement are identified as mentors for new teachers. Time and training opportunities are made available for new teachers and mentors to work together, with particular focus on the district's learning standards and goals for improved student learning.

At the beginning of employment, staff handbooks are issued and reviewed; payroll and benefit information and paperwork are explained and completed; and staff participate in initial training required by district operational procedures or law, such as first aid, HIV/hepatitis B prevention, and bullying, harassment, and sexual harassment prevention and response.

A continuous and systematic staff development program is developed and implemented by conducting a needs assessment, identifying objectives, planning the program elements, obtaining program approval, instituting the staff development program, and evaluating its effectiveness, particularly regarding its relationship to student achievement. Both individualized and district-wide staff development programs and inservice are structured around the district’s strategic plan and vision and student academic learning standards.

Cooperative programs with teacher preparation institutions are created to offer staff development and advanced degree programs that focus on state and local learning standards and on enhancing teachers’ effectiveness at impacting student achievement.

Cross References:

- (cf.: 5013 – Sexual Harassment)
- (cf.: 5111 – Employment of Staff)
- (cf.: 5121 – Certification Revocation)
- (cf.: 5222 – Evaluation of Staff)

Legal References:

- RCW 28A.415.040 Inservice Training Act of 1997—Administration of funds—Rules-Requirements for local districts—Inservice training task force.
- WAC 180.81 Continuing Education
- WAC 180-85-200 Inservice education approval standards
- WAC 392-195 Inservice Training Program

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