

HUMAN RESOURCE**PROFESSIONAL STAFF DEVELOPMENT****I. Definition**

Professional staff development is designed to increase educator effectiveness and competencies to ensure improved student learning and achievement. Professional staff development sessions must be aligned to the district's strategic plan, aligned to each school's strategic plan, be research-based, and sustained in collaborative learning communities.

II. County Responsibility

The Ohio County Board of Education shall schedule annually at least three non-instructional days or 18 clock hours of staff development for professional staff.

III. Administration

The Professional Staff Development program shall be the responsibility of the director of staff development who shall be responsible for approving all proposed programs assisted by the Professional Staff Development Council; maintaining all necessary records; developing a needs assessment; providing access to a list of approved programs; and disseminating all other pertinent information.

IV. Professional Staff Development Council

The following conditions and procedures shall apply to the Professional Staff Development Council:

- A. The Professional Staff Development Council shall be comprised of proportional representation based on the number of employees in each of the following categories:
 - 1. County Administrators
 - 2. High School Principals, Middle School Principals and Elementary Principals
 - 3. PreK-2 Teachers
 - 4. 3-5 Teachers
 - 5. 6-8 Teachers
 - 6. 9-12 Teachers
 - 7. Special Education Teachers
 - 8. Career and Technical Education Teachers

The total number of voting members from all categories shall not be less than twelve members or more than twenty-four. The director of staff development shall be the nonvoting chairperson of the council.

- B. Members shall be elected only by the group they will represent. Once elected, each member will serve a three-year term. If a member resigns or accepts a position in another category, then that position will be declared vacant and a new election will be held immediately to select a representative that will serve the remainder of that term.
- C. Membership shall be on staggered three (3) year terms.
- D. A majority of the voting members shall constitute a quorum.
- E. Meetings shall be conducted quarterly during the school term. Additional meetings when needed may be called by the director of staff development or upon request of three (3) voting members of the council.
- F. Programs shall be offered in the following areas:
 - 1. College and Career Readiness Standards to increase educator effectiveness in all core content areas to assure student learning and achievement.
 - 2. Advanced Placement to increase educator effectiveness to assure student learning and achievement.
 - 3. Support for personalized learning to increase student learning and achievement and provide personalized pathways and guidance for all students.
 - 4. Teacher leadership and teacher competencies to assure professional learning for long-term improvement of student learning and achievement.
 - 5. Professional collaborative cultures to ensure teacher learning is sustained and meets the needs of the district or school.
 - 6. Management of academic progress to improve and increase educator effectiveness for long-term improvement of student learning and achievement.
 - 7. Community involvement to improve student, parent and teacher relationships for long-term improvement of student learning and achievement.
- G. Professional Staff Development proposals or study group applications may be accessed at MyLearningPlan.com. In the event that a professional outside Ohio County Schools is submitting a Professional Staff Development proposal or study group application; the appropriate forms may be secured from the director of staff development.

Upon completion of a Professional Staff Development Activity offered by an individual(s) outside Ohio County Schools, a sign-in sheet and activity evaluation must be sent to the director of staff development. Credits for Professional Staff Development shall be determined by clock hours (one clock hour equals one credit) outside the regularly scheduled school day.

- H. Six (6) hours of Professional Staff Development credit earned outside the contracted work day will replace the final scheduled Professional Staff Development day for instructional staff.

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OHIO COUNTY BOARD OF EDUCATION