

**Personnel**

**STAFF DEVELOPMENT**

The Governing Board recognizes that professional development opportunities enhance employee effectiveness and contribute to personal growth. Staff development for management, supervisory and confidential personnel shall be designed to build leadership skills and overall management efficiency.

The Superintendent or designee shall develop a plan for administrator support and development activities which is based on a systematic assessment of unmet needs of district students and staff and which is tied to the district's vision and goals. The Board desires that all administrators share in planning activities which are pertinent to their specific areas of responsibility.

The district's administrator training and evaluation program shall address the objectives specified in Education Code 44683. (Education Code 44682)

Activities may include but not be limited to professional education conferences; courses in institutions of higher education; workshops offered by the district, county office of education or state; small-group activities; self-directed learning; observation of other schools; and follow-up activities that help staff implement newly acquired skills.

Within budget parameters, the Superintendent or designee may approve participation in activities which will benefit individual administrators and enhance their contributions to the district.

The Superintendent or designee shall provide a means for continual evaluation of the benefit of these activities to staff and students, including evaluation by participating administrators.

- (cf. 0000 - Vision)
- (cf. 0200 - Goals for the School District)
- (cf. 6010 - Goals and Objectives)
- (cf. 4361 - Leaves)
- (cf. 3350 - Travel Expenses)
- (cf. 0500 - Accountability)

Legal Reference:

**EDUCATION CODE**

44681-44689.5 Administrator training and evaluation  
60119 Instructional materials funds

(1/85 9/91) 10/98  
3/10/99

## **Personnel**

### **Staff Development**

Staff development activities may include but are not limited to:

1. Professional education conferences or committee meetings
2. Courses offered by institutions of higher education
3. Workshops offered by the district, county office of education, or state
4. Small-group activities
5. Self-directed learning
6. Observation of other schools
7. Follow-up activities that help staff implement newly acquired skills

### **Administrator Training Program**

The Superintendent or designee shall approve, for principals and vice principals, a staff development program which meet the following conditions:

1. The training shall have a duration of at least 80 hours of intensive individualized support and professional development. To the extent practicable, the institute training portion of Modules 1, 2, and 3 shall be held outside of the regular school day. An additional 80 hours of intensive individualized support and professional development may be completed over a period of up to two years once the initial 80 hours of training commences. (Education Code 44512)

Training shall include instruction in the following areas: (Education Code 44511)

- a. School financial and personnel management, including hiring, recruitment, and retention practices and misassignments of certificated personnel
- b. Core academic standards
- c. Curriculum frameworks and instructional materials aligned to the state academic standards, including ensuring the provisions of textbooks and instructional materials as defined in Education Code 60119

**Staff Development (continued)**

- d. The use of student assessment instruments; specific ways of mastering the use of assessment data from the Standardized Testing and Reporting program, including analyzing achievement of specific subgroups including English language learners and individuals with disabilities; and school management technology to improve student performance
- e. The provision of instructional leadership and management strategies regarding the use of instructional technology to improve student performance
- f. Extension of the knowledge, skills, and abilities acquired in the preliminary administrative preparation program that are designed to strengthen the ability of administrators to effectively and efficiently lead an organization and build the capacity of staff to enhance the academic performance of all students, including special emphasis on providing additional support for students identified as English language learners and individuals with disabilities
- g. Leadership training to improve the academic achievement of all students including, but not limited to, capacity building in all of the following areas:
  - (1) Pedagogies of learning
  - (2) Motivation of student learning
  - (3) Instructional strategies to teach essential content in ways that address the varied learning needs of students, with special emphasis on English language learners and individuals with disabilities
  - (4) Collaboration
  - (5) Conflict resolution, including reduction of racial tensions
  - (6) Respect for diversity
  - (7) Parental involvement
  - (8) Employee relations

**Staff Development (continued)**

- (9) Creation of an effective, safe, and inclusive learning and workplace environment
  - (10) Single plan for student achievement
2. For purposes of this program, the Superintendent or designee shall select a staff development provider approved by the State Board of Education. (Education Code 44513)

A high-priority school is a school in the bottom half of all schools statewide based on Academic Performance Index rankings. A hard-to-staff school is a school in which teachers holding emergency permits or credential waivers make up 20 percent or more of the teaching staff. (Education Code 44510)

- (cf. 3350 - Travel Expenses)
- (cf. 4361 - Leaves)
- (cf. 4111 - Recruitment and Selection)
- (cf. 4112.24 - Teacher Qualifications Under the No Child Left Behind Act)
- (cf. 4113 - Assignment)
- (cf. 6011 - Academic Standards)
- (cf. 6141 - Curriculum Development and Evaluation)
- (cf. 6161.1 - Selection and Evaluation of Instructional Materials)
- (cf. 6162.5 - Student Assessment)
- (cf. 6162.51 - Standardized Testing and Reporting Program)
- (cf. 6162.52 - High School Exit Examination)
- (cf. 6162.7 - Use of Technology in Instruction)
- (cf. 6159 - Individualized Education Program)
- (cf. 6174 - Education for English Language Learners)
- (cf. 0420 - School Plans/Site Councils)
- (cf. 0450 - Comprehensive Safety Plan)
- (cf. 5138 - Conflict Resolution/Peer Mediation)
- (cf. 0520 - Intervention for Underperforming Schools)
- (cf. 0520.1 - High Priority Schools Grant Program)
- (cf. 0520.2 - Title I Program Improvement Schools)
- (cf. 0520.3 - Title I Program Improvement Districts)
- (cf. 4112.2 - Certification)