

Staff/Personnel Development - Licensed

The District contributes to and uses the comprehensive system of personnel development established by the Oregon Department of Education, as appropriate.

All District teachers, personnel service specialists and administrators contracted by the District, excluding substitutes, will follow the procedures provided below for meeting Continuing Professional Development (CPD) requirements.

District personnel are appropriately and adequately prepared to implement special education and related services, consistent with Teacher Standards and Practices Commission requirements.

This policy and “Instructional Effectiveness, An Evaluation Guide” are recognized as the District’s Continuing Professional Development Program.

The District and each school site shall systematically, through the Consolidated District Improvement Plan, identify instructional needs of students and relate those needs to the practices and CPD activities of the licensed staff.

Employee continuing professional development (CPD) plans shall be consistent with the District’s mission and goals, assist educators to meet the requirements for license renewal as identified in OAR Chapter 584, Division 090, and may contain such other provisions as deemed appropriate by the District.

Licensed employees shall maintain an active individual CPD plan. All licensed employees shall participate in the District’s CPD program. Individual CPD plans shall be developed collaboratively by the employee and his/her supervisor. Activities shall have as their primary purpose increased student learning by enhancing the professional skills of the employee. Such activities may relate to the individual’s current or potential future assignment as determined by the District. Appropriate learning activities may include, but are not limited to, college courses, workshops, conferences, curriculum development, research, peer or student-teacher mentoring and other approved individual and committee endeavors.

Each plan shall be designed to assist the employee to:

1. Achieve District, state and national standards;
2. Keep current with the development and use of best practices; and
3. Develop ways to enhance learning for a diverse student body.

Each plan shall identify CPD activities and experiences that address one or more of the following professional growth domains:

1. Content of the subject matter or speciality area directly related to the employee’s current assignment(s) or to responsibilities he/she reasonably expects to be assigned, or is assigned by the District;

2. Strategies for assessment of student performance in achieving school and District objectives and state content standards and interpretation and application of the results;
3. Methods for effective teaching, classroom management, counseling, supervision, leadership and curriculum development;
4. Understanding of diversity in abilities, social and/or cultural background and use of such knowledge to promote achievement of high standards for all students;
5. Knowledge of state and national education priorities and the application of that knowledge to one's school and District programs;
6. Competence in the uses of technology in schools and the application of that knowledge to one's assignment.

The employee's plan shall be proposed and completed annually according to the procedures outlined in "Instructional Effectiveness, an Evaluation Guide."

The plan should propose to earn approximately 25 Professional Development units of credit annually. Additional units of credit, however, may be earned when circumstances warrant. CPD should directly relate to the immediate needs of the District, school site and individual. This may best be accomplished on an annual basis.

The responsibility for completing a plan and meeting licensure renewal requirements rests with the employee. The employee shall provide documentation that the plan has been completed and he/she has analyzed the results and applied the acquired knowledge and skills to improve student learning.

Acceptable CPD activities shall be those reviewed and approved by the employee's supervisor and for which evidence is submitted to verify completion.

Completed CPD forms shall be filed annually in the employee's personnel file. The Superintendent or his/her designee shall, if applicable, verify completion of the required plan(s) and units for renewal at the time the employee request District verification of educational experience on the Teacher Standards and Practices Commission (TSPC) provided Professional Educational Experience Report (PEER) form.

END OF POLICY

Legal Reference(s):

ORS 329.095
ORS 329.125
ORS 329.704

ORS 342.135 (2)(a)
ORS 342.138 (3)

OAR 581-022-0606
OAR 581-022-1720
OAR 584-090-0001 to -0060

Clackamas Intermediate Education District Education Association v. Clackamas Intermediate Education District, Case No. C-141-77, 3 PECBR 1848 (1978).

Eugene Education Association v. Eugene School District 4J, Case No. C-93-79, 5 PECBR 3004 (1980).

Americans with Disabilities Act of 1990, 42 U.S.C. Sections 12101-12213; 29 CFR Part 1630 (2000); 28 CFR Part 35 (2000).