

Professional Development Plans

All district teachers and administrators contracted by the district, excluding substitutes, will follow the procedures provided below for meeting continuing professional development (CPD) requirements.

Board policy GCL - Professional Development Plans, the Licensed Employee Contract and this regulation are recognized as the district's qualified Continuing Professional Development Program.

1. The district and each school site shall systematically identify instructional needs of students and relate those needs to the practices and CPD activities of the licensed staff.
2. Licensed employees shall maintain an active individual CPD plan. All licensed employees shall participate in the district's qualified CPD program. Modifications to the employee's plan may be made at any time, after consultation with his/her supervisor, as provided by OAR 584-090-0010 through -0040.
 - a. Each plan, under the district's qualified CPD program, 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.
 - b. 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 specialty 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.

3. Plans may be developed that totally utilize transcript credit activities, in-district credit activities or a combination of both. All such plans shall be proposed to the employee's supervisor or designee for review and approval.
4. Current copies of the plan must be filed at the district office.
5. The responsibility for completing a plan and meeting licensure renewal requirements rests with the employee. An employee utilizing the district's qualified CPD program to meet license requirements 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.

The district may assist such efforts in the following ways:

- a. Provide a copy of the Board's CPD policy, regulation and/or other related materials which meet Teacher Standards and Practices Commission (TSPC) requirements;
 - b. Provide an annual report of progress toward completing the plan for meeting licensure renewal requirements;
 - c. Incorporate plan development, review and completion into an annual goal-setting cycle;
 - d. When possible, conduct applicable group meetings/conferences to assist in meeting the requirements.
6. Acceptable CPD activities for meeting district CPD program requirements shall be those reviewed by the employee's supervisor or designee and approved by the superintendent.
 7. Completed CPD forms shall be filed in the employee's personnel file. The superintendent or his/her designee shall verify completion of the required plan(s) and units for renewal at the time the employee requests district verification of educational experience on the TSPC-provided Professional Educational Experience Report (PEER) form.