

### **Staff Development - Licensed**

The Board recognizes the need to establish a continuing professional development (CPD) program for all licensed staff in order to enhance professional performance, promote achievement of high standards for all students and assist employees in meeting the licensure requirements of the Teacher Standards and Practices Commission (TSPC). To this end, a qualified district CPD program shall be developed in writing, reviewed and approved by the Board.

All district teachers and administrators shall be required to participate in the district's CPD program as a condition of employment. The Board recognizes that for purposes of licensure, the educator, in addition to meeting the district's CPD program requirements, may also complete an individual CPD plan. Selection of an individual CPD plan will not, however, relieve the individual of responsibility to complete the district's CPD program requirements. Completion of continuing professional development (CPD) requirements, as set forth in OAR Chapter 584, Division 090 by the Teacher Standards and Practices Commission (TSPC) for license renewal, are the sole responsibility of the employee.

Employee 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.

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.

Requests for release time for attendance at professional development activities may be approved as deemed appropriate by the district and with the stipulation that:

1. Requests are to be submitted sufficiently in advance to permit consideration; and
2. Where release time is granted, a written report will be submitted to the administration after such meeting or conference.

Meetings or conferences for which district funds are contributed, whether for fees, travel or hiring of substitutes, shall directly relate to the employee's CPD plan. Where such meetings or conferences are devoted primarily or exclusively to organizational or business affairs of associations of educators, political workshops, training sessions for consultation committees and like activities, it is not considered appropriate to expend district funds or to approve the activity for CPD credit.

The Board directs the superintendent to develop administrative regulations, staff CPD handbooks and/or other related materials as may be necessary to implement this policy. Regulations shall include CPD procedures and practices that incorporate plans for the district's improvement and individual building, grade level, student and employee needs and goals.

END OF POLICY

---

**Legal Reference(s):**

[ORS 329.095](#)

[ORS 329.125](#)

[ORS 329.704](#)

[ORS 342.138\(3\)](#)

[ORS 342.856](#)

[OAR 581-022-0606](#)

[OAR 581-022-1720](#)

[OAR 584-018-0205](#)

[OAR 584-255-0010 to -0030](#)

Clackamas IED Assn. v. Clackamas IED, No. C-141-77, 3 PUB. EMPL. COLL. BARG. REP. 1848 (ERB 1978).

Eugene Educ. Ass'n v. Eugene Sch. Dist. 4J, No. C-93-79, 5 PUB. EMPL. COLL. BARG. REP. 3004 (ERB 1980).

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2017); 28 C.F.R. Part 35 (2017).

Americans with Disabilities Act Amendments Act of 2008.