



# Professional Development Plan

2016-2017

Middlesex County

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# Perth Amboy Public Schools Professional Development Plan 2016 – 2017

## ADMINISTRATION

**Dr. David A. Roman**

SUPERINTENDENT OF SCHOOLS

**Dr. Vivian C. Rodriguez**

ASSISTANT SUPERINTENDENT FOR LEARNING AND EDUCATIONAL SERVICE

**Dr. Damian O. Medina**

DIRECTOR OF CURRICULUM AND INSTRUCTION

## **2016 – 2017 Professional Development Plan**

**Professional Development Committee Members:** Vivian Rodriguez, Damian Medina, Gerarda Mast, Marie Bermudez, Robyn Carrera, Dulce Rodriguez, Lillianne Cruz-Argeuil, Arleen Rios, MaryJo McAdam, Regina Acevedo, Michael Heidelberg, Melissa España-Rodriguez, Eugene Mosley, Robert Dahill.

### **2015-16 SciP Teams (School Improvement Panels):**

**Perth Amboy High School:** Eugene Mosley, Meghan Reeves, Brian Rivera, Dr. Wachera Brown, Sylvia Leon, Daniel Kushner, Mala Maharana, Teresa Casimire, Vanessa Martyniuk, Suzanne Carey, Greg Cavanaugh, Janet Greve, Margaret Romanowski, Karla Flores Garcia, Michael Wieczorek, Rebecca Dix Souza, Kacey Michaylo, Erica Papkin, Luis Ortega, Gary Antonelli, Michael Martin, Daniel Rodriguez, Alfonso Vistoso

**McGinnis Middle School:** Melissa España-Rodriguez, David Loniewski, Christopher Garrick, Fred Geardino, Patricia MacMillan, Kelly Cosme, Iliana Cortez, Carrie Monte, Ali Rodriguez Jr., Lindsey Tisch

**Shull Middle School:** Michael Heidelberg, Maribel Arce, Joanna Joaquin, Derrick Kyriacou, Mary Guba, Justina Santiago, Jose Troche, Valerie Agosto, Christine Allan, Alicia DiPietro, Matthew Doktor, Indhira Estevez, Jillian Grimm, Jeremiah Kleckner, Jessica Perez, Lorian Redouane, Monaliza Suarez, Linda Taylor, Leslie Velez, Marisol O'Keefe, Janet Sabine, Alison Szyhulsky, MaryBeth Vizzacchero

**Wilentz Elementary School:** Ronald L. Anderson, Ronald Mascenik, Rosalie LaRosa- Anstett, Janet Bloss, Karly Butler, Donna Fox, Debra Mongiello, Stacy Panila, Patricia Paradiso, Marisa De La Fuente, Maria Hornlein, Karen Novak, Matthew Wechter

**Patten Elementary School:** Dulce Rodriguez, Karen Moffatt, Lauren Marrocco, Darlene Cheese-Jones, James Dabrowski, Krista Poltrictzky, Patricia Ferruggiaro, Sol Casiano-Torres, Laura Bartram, Joseph Carrano, Alexandria Riley, Mary Summerer

**Ceres Elementary School:** Michelle Velez Jonte, Jose Santos, Merita Euell, Myra McDonald, Jasmin Molleda, Kimberly Massimino, Brittany Robinson, Anissa Rubenstein, Jenna Piccarelli, Yamilka Van Ihsem

**Flynn Elementary School:** Regina Postogna, Noemi Natal-Villegas, Robyn Carrera, Erika Stinson, Jaime Vince, Adriana Silva-Gonzalez, Judy Lazor Melanie Galarza, Katelyn Frevert, Lydia Roca

**Richardson Elementary School:** Edwin Nieves, Althea Rogers Baker, Kimberly Miller, Michael Adler, Lori Kivowitz, Lynn Audet, Julia Eia, Jean Franza, Douglas Grimm, Jamie Ponte, Candace Caccavale, Bertha Struhala, Janet El-Maraghy, Emma Redondo, Cristina Cricco, Doris Varela

**Hmieleski Pre-School:** Gerarda Mast, Connie Luna, Leslie Santa, Kathleen Lange, Jessica Greco, Fernanda Cunha

**Ignacio Cruz Pre-School:** Susan Roque, Maritza Ficarra, Lynda Alfano, Gerardo Matta, Jessica Alvarez, Lisa Humphrey, Nicole Gerarda

**School 7:** MaryJo Sperlazza; Kristen Bannon, Jodi Capman, Kimberly Dalton, Anastasia Haniotis, Danielle Petrucci, Kerry Raslowsky, Brooke Schnipper

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(\*) Each School will develop their own PD plan based on SciP and DEAC Feedback Regarding Achieve NJ

District Name	Superintendent Name	Plan Begin/End Dates
Perth Amboy School District	Dr. David Roman	July 1, 2016-June 30, 2017

The Professional Development Plan for the Perth Amboy School District aligns with the New Jersey Professional Development Standards and requirements, and it describes a vision for learning that is collaborative, continuous, embedded in daily practice, and focused on student achievement. This model builds on and strengthens a culture that supports learning and affords every educator an opportunity to enrich his/her practice.

The district Professional Development Plan provides guidance and a menu of professional development opportunities throughout the year for staff. Professional development will be an ongoing process that involves sustainable improvement in student learning and instructional practices. This requires evaluation of student performance and teacher self-assessment, identifying possible courses of action, testing new approaches, assessing results, and then beginning the process anew.

The district’s approach to professional development is to make certain that all educators have the best possible skills, content knowledge, and preparation for effective teaching and learning. The needs of learners in the twenty-first century, along with the Common Core Standards, demand innovative, progressive, and cutting-edge professional development through a variety of formats such as in-service training, workshops, webinars, coaching, modeling, and professional learning communities.

Professional development opportunities will be offered throughout the 2016-2017 school year during:

- Summer months
- Three professional development days built into the district calendar – September and October 2016
- Four in-service ½ day professional development days built into the district calendar – January, February, March, and May 2017
- Three School-Based After School Staff Meetings per month – One 60 minute session, and two 45 minutes sessions
- PLC time built into the school day
- After school and Saturdays as needed
- District Catalog offering in-district and out-of-district professional development opportunities throughout the school year

The contents of this plan include professional development goals and activities derived from the following:

- Feedback from building SCIP and DEAC committees
- District programs and initiatives
- Required professional development by statute and regulations
- Needs of new staff
- Needs of district and school administrators
- Student performance data

The district believes that sound and practical professional development programs are positive links to establishing effective instructional practices. This will enhance the knowledge of curriculum content, design, and delivery, which will lead to increased student academic achievement.

Appendices:

- ❖ 2016-2017 District Calendar
- ❖ New Staff Induction and Mentoring Plan
- ❖ Building-Level Professional Development Plans Based on SCIP and DEAC Feedback Regarding Achieve NJ
- ❖ Required by Statute or Regulation Professional Development Calendar
- ❖ Programmatic Pre-K Professional Development Implementation Calendar
- ❖ Programmatic K-4 Professional Development Implementation Calendar
- ❖ Programmatic 5-8 Professional Development Implementation Calendar
- ❖ Programmatic 9 Professional Development Implementation Calendar
- ❖ Programmatic 10-12 Professional Development Implementation Calendar
- ❖ Programmatic Administrator Professional Development Implementation Calendar
- ❖ District Wide In-service Professional Development Calendar for Certified and Non-Certified Staff

## 1: Professional Learning (PL) Goals

Goal No.	Goals	Identified Group	Rationale/Sources of Evidence
1	To provide professional development to teachers and administrators in all content areas to align instruction with the Common Core State Standards (CCSS) and to support the implementation of all district approved programs	Principals, Vice-Principals, Directors/Supervisors, Instructional Leaders, Teachers	<ul style="list-style-type: none"> <li>• The CCSS require the integration of reading and writing in the content areas.</li> <li>• There is a need to align instruction and curriculum to the CCSS and NGSS instructional shifts and expectations.</li> <li>• Research indicates that balanced literacy and reading and writing integration in the content areas leads to improved student learning and achievement.</li> <li>• District Teacher evaluation and walk-through data indicate a need for teachers to increase their content knowledge and pedagogy in the area of reading and writing.</li> <li>• District and school student data (DRA, STAR, PARCC, and benchmark data) indicate that students are lacking the required skills necessary to meet or exceed the Common Core Standards.</li> <li>• 60%-70% of the students are reading below grade level expectations</li> <li>• Teacher and administrator feedback indicates a need to provide professional development on strategies for teachers to better develop writing skills among students.</li> <li>• Full implementation of the NGSS in grades 6-12 is expected by September 2016 and full implementation in grades K-5 by September 2017.</li> </ul>
2	To provide professional development to teachers and administrators on the Danielson Framework for Teaching based on SciP and DEAC data by school	Principals, Vice-Principals, Directors/Supervisors, Instructional Leaders, Teachers	<ul style="list-style-type: none"> <li>• District SciP and DEAC committee feedback, staff feedback, and evaluation data, at the district level, indicate the need to provide additional professional development on specific Danielson components:               <ul style="list-style-type: none"> <li>○ Questioning and discussion techniques</li> <li>○ Engaging students in learning</li> <li>○ Using assessment in instruction</li> <li>○ Managing student behavior</li> </ul> </li> </ul>



<b>3</b>	To provide professional development to teachers and administrators on climate and culture to ensure safe and secure learning environments.	Principals, Vice-Principals, Directors/Supervisors, Instructional Leaders, Teachers	<ul style="list-style-type: none"> <li>• Discipline and HIB data indicate a need for professional development in this area.</li> <li>• Survey results on the NJDOE Climate and Culture Survey indicates a need to further support teachers, students, and parents in this area.</li> </ul>
<b>4</b>	To provide professional development and mentoring to new teachers for the 2016-2017 school year	Principals, Vice-Principals, Directors/Supervisors, Instructional Leaders, Teachers	<ul style="list-style-type: none"> <li>• Research shows that having well-structured and well-planned new teacher orientation ensures teachers start up the year more confident on what they have to do as they have the necessary supports in place.</li> <li>• Research indicates that first year teachers who participate in mentoring programs and receive ongoing support are more likely to stay in the profession and become effective educators.</li> </ul>

## 2: Professional Learning Activities

PL Goal No	Initial Activities	Follow-up Activities (as appropriate)
1.	<ul style="list-style-type: none"> <li>• Adopt and purchase Units of Study for Writer’s Workshop</li> <li>• Administrator Cohort to participate in an initial training at Columbia University Summer Writing Institute</li> <li>• Staff Training on Writer’s Workshop and Units of Study</li> <li>• Modeling/Coaching of effective writing strategies</li> <li>• Identify desired outcomes and exemplary writing samples</li> <li>• Continue implementation, monitoring, and professional development of the three-tiered literacy and math framework in Grades K-9 promoting a balanced math and literacy approach</li> <li>• Teachers will develop instructional schedules aligned to the instructional frameworks</li> <li>• Initial training for new district staff</li> <li>• DRA Training</li> <li>• Math Program/Series adoption and implementation in Grades K-9 with ongoing training and support for staff</li> <li>• Professional development and support for math teachers to develop and implement a math intervention program in Grades 5-8</li> <li>• Provide PD to Social Studies and Science teachers grades 6-9 on writing through the content areas.</li> <li>• Professional development on the principles of the co-teaching model to provide effective collaborative instruction between the general education teachers and special education teachers in all content areas</li> <li>• Science Program/Series pilot in Grades K-12 with ongoing training and support for staff</li> <li>• Teachers will continue to utilize PD Days, vertical and horizontal articulation, department meetings, and school-based meetings to develop a greater understanding of the standards and to align teaching strategies to the</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing training and professional development for staff on exemplary strategies and practices to implement a balanced literacy approach effectively, with further emphasis in Writer’s Workshop.</li> <li>• Follow-up support for district adopted programs during PLC meetings, specific for grade levels</li> <li>• Continuous coaching and modeling for staff</li> <li>• Materials and resources provided to staff</li> <li>• Peer visitations and debrief sessions with colleagues</li> <li>• Conduct walkthroughs to ensure literacy and math framework is implemented with fidelity and consistency throughout the schools and district</li> <li>• Teacher evaluations with feedback</li> <li>• Site visits of district/schools that have full implementation of Reader’s and Writer’s Workshop.</li> <li>• ELA and Math data analysis and interpretation at the classroom, school, and district level</li> <li>• Lesson Plan review indicating integration of literacy in the content areas</li> <li>• Ongoing meetings and classroom visitations of co-teachers</li> <li>• Instructional rounds</li> </ul>

	instructional shifts entailed by the CCSS and NGSS.	
<b>2</b>	<ul style="list-style-type: none"> <li>• New staff orientation with training on the Danielson Framework and MyLearningPlan Platform Model</li> <li>• Administrator refresher training during the summer</li> <li>• Teaching refresher workshop on the Danielson Framework during in-service days</li> <li>• Additional professional development and training on the Danielson Framework with emphasis on components identified as per the school ScIP Committees.</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing coaching and mentoring will take place during informal walkthroughs and formal observations</li> <li>• Lesson plan review to assess implementation of critical attributes within the framework</li> <li>• Facilitate instructional rounds/ peer visitations for teachers to learn from each other</li> </ul>
<b>3</b>	<ul style="list-style-type: none"> <li>• Training and guidance for administrators and staff to effectively deliver programming, student activities, and increase student participation through the House Model, Grades 5-9</li> <li>• Offer proactive programs and classes to provide positive behavioral support to students through student convocations, pep rallies, and assemblies</li> <li>• AVID will be expanded to seventh grade</li> <li>• Administrators and staff will attend the AVID Summer Institute</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing training for administrators and staff on HIB Process and conflict mediation/resolution</li> <li>• Establish teams/committees to develop activities that place more emphasis on common language regarding college and career readiness and social and emotional development as well as conflict resolution</li> <li>• Monitor and support with the implementation of AVID strategies</li> </ul>
<b>4</b>	<ul style="list-style-type: none"> <li>• New Staff Orientation on August 29-31: professional development for new staff on district procedures, resources, expectations, curriculum, MyLearningPlan Evaluation Platform, Danielson Framework for Effective Teaching, programs and initiatives: <ul style="list-style-type: none"> <li>-Writer's Workshop</li> <li>-K-4 Literacy Initiative</li> <li>-DRA2</li> <li>-MyLearningPlan/Danielson Framework for Teaching</li> <li>-MyMath / Glencoe Math Adoption</li> <li>-Math and Literacy Frameworks</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing coaching and support provided by instructional leaders and assigned mentor.</li> <li>• Walkthrough feedback</li> <li>• Observation and evaluation feedback and data</li> <li>• Staff meeting conversations and professional development</li> <li>• Meeting between mentors and mentees</li> </ul>

### 3: PD Required by Statute or Regulation

#### State-mandated PD Activities

- All staff will be trained on the following mandated professional development as it applies to their specialty, grade level, or department:
  - Dyslexia
  - Suicide Prevention
  - Harassment, Intimidation, and Bullying
  - School Safety and School Safety Teams
  - Law Enforcement Operations
  - Gang Awareness for New Administrators
  - Student Code of Conduct
  - Electronic Violence and Vandalism Reporting System (EVVRS)
  - Recognition of Substance Abuse
  - Janet's Law
  - Asthma, Blood Borne Pathogens, Communicable Diseases, use of Nebulizer and Diabetic Student Health Plan
  - Glucagon and Epinephrine Administration
  - General Student Needs Recognition
  - Alcohol and drug awareness for Employees
  - Educator Evaluation for teachers and staff conduction observations of teachers and school administrators
  - Interscholastic Athletic Head Injury and Safety, Cardiac Screening; and Athletic Screening
  - Ethics, Law, Governance, Harassment, Intimidation, and Bullying
  - Equity and Affirmative Action

#### 4: Resources and Justification

##### Resources

All administrators have developed their own budget as it applies to their school building, content area, and department to support professional development opportunities for building administrators and teachers. School based budgets also include funding for instructional materials and resources needed to support the implementation of new programs and initiatives.

The district has also developed a budget to facilitate professional development for district administrators and teachers. They have done this by maximizing available local and federal funds to cover the costs for professional development providers/consultants, materials, technology resources, substitute teacher salaries, and staff compensation to attend after school, Saturday, and summer extra space professional development opportunities.

##### Justification

2015-2016 data analysis and feedback from SciPs and DEAC committees have revealed priority professional development areas related to literacy development, successful implementation of the NJSL and AchieveNJ. High quality learning experiences are necessary to support effective teaching and learning.

Signature:

\_\_\_\_\_

**Superintendent Signature**

\_\_\_\_\_

**Date**

## 2016-2017 Building Level Professional Development Plan based on SciP and DEAC Feedback

Two Professional Development sessions 45 and 60 minute respectively each month.  
 PD is specific to each schools needs and feedback.

(\* )During the months of September, December, and April selected staff will attend department specific professional development sessions (60 minutes) as scheduled by the Directors and Supervisors of ESL/Bil/WL, Spe.Ed., Athletics, Counseling, and VPAM. All other staff members will remain in their building and participate in PD sessions facilitated at the school level.

School: \_\_\_\_\_

September 2016				
Date/During	Activity/Topic	Time	Audience	Person Responsible
45 minutes		After School		Building Principal
60 minutes *		After School		Building Principal
October 2016				
45 minutes		After School		Building Principal
60 minutes		After School		Building Principal
November 2016				
45 minutes		After School		Building Principal
60 minutes		After School		Building Principal
December 2016				
60 minutes*		After School		Building Principal
45 minutes		After School		Building Principal
January 2017				
60 minutes		After School		Building Principal
February 2017				
60 minutes		After School		Building Principal
March 2017				
60 minutes		After School		Building Principal
April 2017				
45 minutes		After School		Building Principal
60 minutes*		After School		Building Principal
May 2017				
45 minutes		After School		Building Principal
60 minutes		After School		Building Principal
June 2017				
45 minutes		After School		Building Principal
60 minutes		After School		Building Principal

## 2016-2017 Professional Development Required by Statute & Regulation Calendar

In-Service Day 1, 2, (September 1<sup>st</sup> and 2<sup>nd</sup>, 2016)

In-Service Day 3 (October 10, 2016)

Two 45 minute Staff Meetings a month (September, October, November, December 2016, and April and June 2017)

One 45 minute Staff Meeting a month (January, February, March, and May 2017) due to half day In-service PD

School:                     **ALL SCHOOLS**                    

September 2016				
Date	Activity/Topic	Time/Type	Audience	Persons Responsible
September 1, 2016 - AM	-Staff Faculty Meeting – Welcome – School and District Procedures and Expectations -Code of Conduct	9:00am - 11:30 am	All Staff PreK-12	Building Principals & Director of Guidance
September 1, 2016 - PM	-Danielson Framework for Teaching -MyLearningPlan	12:30 pm - 3:00 pm	All Staff PreK-12	Director of Personnel & Evaluation, Instructional Leaders
September 2, 2016 - AM	-Suicide Prevention -Harassment, Intimidation, and Bullying (HIB) -Electronic Violence and Vandalism Reporting System (EVVRS) -Recognition of Student Substance Abuse -Potentially Missing /Abused Children -CPI	9:00am - 11:30 am	All Staff PreK-12	Director of Guidance, Vice- Principals, & School Counselors
September 2, 2016 - PM	-Equity and Affirmative Action -Law Enforcement Operations - School Safety - I&RS Training	12:30 pm – 3:00 pm	All Staff PreK-12	Director of Personnel & Evaluation, Building Affirmative Action Officers, Manager of Security Personnel, Building Principal & Dir. Of Guidance
45 minutes	- Alcohol, Tobacco, and Other Drug Prevention	After School	All Staff PreK-12	Director of Guidance & School Counselors

45 minutes	- SciP/DEAC Recommended PD	After School	All Staff PreK-12	Building Principals
60 minutes	-School Based PD Session – SciP related -Topic as needed at each school	After School	All Staff PreK-12	Building Principals
	<b>**Department Meetings** (ESL/WL/Bil, Sp. Services, Athletic, Counseling, VPAM)</b>			
	-Bilingual Education In-service	After School	-Bilingual Staff	Director & Supervisor of Bilingual Education
	-Special Education In-service	After School	-Sp. Ed. Staff	Director & Supervisor of Special Services
	-Career and Technical Education In-service	After School	-All CTE Staff	Supervisor of Social Studies
	-Interscholastic Athletic Head Injury Safety Training Program	After School	-School Physicians, Athletic Trainers and Coaches	Director of Athletics
	-Cardiac Screening & Athletic Screening	After School	School Nurses	Director of Athletics & Director of Special Services
	-General Student Needs Recognition	After School	School Nurses	Director of Special Services
<b>October 2016</b>				
October 10, 2016 -AM	- SGO Development Work-session	9:00 am - 11:30 am	All Staff PreK-12	Building Principals & Instructional Leaders
October 10, 2016 -PM	- Pre-School Training	12:30 pm – 3:00 pm	Pre-K Staff	Building Principals
	- Dyslexia – Reading Disabilities	12:30 pm – 3:00 pm	All K-4 Staff	Director & Supervisor of Special Services
	-Bloodborne Pathogens -Communicable Diseases -Asthma	12:30 pm – 3:00 pm	All 5-12 Staff	Director of Special Services & School Nurses
45 minutes	-Bloodborne Pathogens -Communicable Diseases -Asthma	After School	All Staff PreK-4	Director of Special Services & School Nurses
	Regular Staff Meeting	After School	All 5-12 Staff	Building Principals



45 minutes	-School Based PD Session – ScIP related -Topic as needed at each school	After School	All Staff PreK-12	Building Principals
60 minutes	- ScIP/DEAC Recommended PD	After School	All Staff PreK-12	Building Principals
<b>November 2016</b>				
45 minutes	- Regular Staff Meeting	After School	All Staff PreK-12	Building Principals
45 minutes	-School Based PD Session – ScIP related -Topic as needed at each school	After School	All Staff PreK-12	Building Principals
60 minutes	ScIP/DEAC Recommended PD	After School	All Staff PreK-12	Building Principals
<b>December 2016</b>				
45 minutes	- Regular Staff Meeting	After School	All Staff PreK-12	Building Principals
45 minutes	- ScIP/DEAC Recommended PD	After School	All Staff PreK-12	Building Principals
60 minutes	-School Based PD Session – ScIP related -Topic as needed at each school	After School	All PreK-12 Staff	Building Principals
	**Department Meetings** Topics as needed (ESL/WL/Bil, Sp. Services, Athletic, Counseling, VPAM)	After School	Selected Department Staff members	District Directors & Supervisors
<b>January 2017</b>				
January 11, 2017	- ½ Day PD	PM – Times vary by school	All Staff PreK-12	District Administrators
45 minutes	- Make-up time for any missing mandatory professional development. Otherwise, regular staff meeting	After School	All Staff PreK-12	Building Principals
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	-ScIP/DEAC Recommended PD	After School	All Staff PreK-12	Building Principals
<b>February 2017</b>				
February 15, 2017	-½ Day PD	PM – Times vary by school	All Staff PreK-12	District Administrators
45 minutes	-Make-up time for any missing mandatory professional development. Otherwise, regular staff meeting	After School	All Staff PreK-12	Building Principals
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	-ScIP/DEAC Recommended PD	After School	All Staff PreK-12	Building Principals

March 2017				
March 17, 2017	-½ Day PD	PM – Times vary by school	All Staff PreK-12	District Administrators
45 minutes	-Regular Staff Meeting	After School	All Staff PreK-12	Building Principals
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	-ScIP/DEAC Recommended PD	After School	All Staff PreK-12	Building Principals
April 2017				
45 minutes	-Regular Staff Meeting	After School	All Staff PreK-12	Building Principals
45 minutes	-ScIP/DEAC Recommended PD	After School	All Staff PreK-12	Building Principals
60 minutes	-School Based PD Session – ScIP related -Topic as needed at each school	After School	All Staff PreK-12	Building Principals
	**Department Meetings** Topics as needed (ESL/WL/Bil, Sp. Services, Athletic, Counseling, VPAM)	After School	Selected Department Staff members	District Directors & Supervisors
May 2017				
May 17, 2017	-½ Day PD	PM – Times vary by school	All Staff PreK-12	District Administrators
45 minutes	-Regular Staff Meeting	After School	All Staff PreK-12	Building Principals
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	-ScIP/DEAC Recommended PD	After School	All Staff PreK-12	Building Principals
June 2017				
45 minutes	-Regular Staff Meeting	After School	All Staff PreK-12	Building Principals
45 minutes	-School Based PD Session – ScIP related -Topic as needed at each school	After School	All Staff PreK-12	Building Principals
60 minutes	-ScIP/DEAC Recommended PD	After School	All Staff PreK-12	Building Principals

### Additional Professional Development required by Statute and Regulation

*The following required Professional Development will take place at the school level and must be completed by January 1<sup>st</sup> of the current school year:*

Title of Workshop	Audience	Persons Responsible
<b>School Safety Teams</b>	PD for school safety team members	Building Principal
<b>Use of Nebulizer</b>	PD for certified school nurses or other persons authorized to administer asthma medication	Building Principal & Director of Special Services/Nurses
<b>Diabetic Student Health Plan</b>	PD/training for appropriate staff members in the care of students with diabetes	Building Principal & Director of Special Services
<b>School Nurse Delegate for Glucagon</b>	PD for appropriate staff members who volunteer to administer glucagon to a student with diabetes who is experiencing severe hypoglycemia when the school nurse is not physically present	Building Principal & Director of Special Services/Nurses
<b>Training of Delegates for Epinephrine Administration</b>	PD for selected and recruited, appropriate staff members who volunteered to administer epinephrine medication	Building Principal & Director of Special Services/Nurses
<b>Integrated Pest Management</b>	PD/training for appropriate staff members and school community members to learn about potential pest problems	Manager of Building & Grounds

## 2016-2017 Programmatic Pre-Kindergarten Professional Development Calendar

In-service Professional Development Days – four half day sessions (January, February, March, and May 2017)  
 Staff Meetings 1, 2, and 3 as it applies -

September 2016				
Date	Activity/Topic	Time	Audience	Persons Responsible
September 1, 2016 AM	-Staff Meeting-Welcome School District Procedures and Expectations - Code of Conduct	9:00am- 11:30am	All Pre-K Staff	Building Principals & Director of Guidance
September 1, 2016 PM	-Danielson Framework for Teaching -MyLearningPlan	12:30pm- 3:00pm	All Pre-K Staff	Building Principals & Master Teachers
September 2, 2016 AM	-Suicide Prevention -HIB & EVVRS -Recognition of Student Substance Abuse -Potentially Missing/Abused Children -CPI	9:00am- 11:30am	All Pre-K Staff	Director of Guidance, Vice-Principals, & School Counselors
September 2, 2016 AM	-Equity and Affirmative Action -Law Enforcement Operations - School Safety - I&RS Training	12:30 pm – 3:00 pm	All Staff PreK- 12	Director of Personnel & Evaluation, Building Affirmative Action Officers, Manager of Security Personnel, Building Principal & Dir. Of Guidance
45 minutes	-TS Gold	After School	All Pre-K Staff	Building Administration & Master Teachers
45 minutes	-SciP/DEAC Recommended PD	After School	All Pre-K Staff	Building Administration & Master Teachers
60 minutes	-Classroom Management -Behavior Management	After School	All Pre-K Staff	Master Teachers & PIRT Team
	***Department Meetings*** (ESL/WL/Bil, Sp. Services, Athletic, Counseling, VPAM)	After School	Selected Department Staff	District Directors & Supervisors
October 2016				
October 10, 2016 AM	-SGO Development Work-station	9:00am- 11:30am	All Pre-K Staff	Building Administration & Master Teachers

October 10, 2016 PM	-Pre-School Training	12:30pm- 3:00pm	All Pre-K Staff	Building Administration
45 minutes	-School Climate	After School	All Pre-K Staff	Building Administration
45 minutes	-Classroom Assessment Updates -ECERS-3 and TPOT	After School	All Pre-K Staff	Master Teachers & SciP
60 minutes	-SciP/DEAC Recommended PD -Conversations through the day discussion techniques	After School	All Pre-K Staff	Building Administration & SciP
<b>November 2016</b>				
45 minutes	-TS Gold Assessment Review/ Checkpoint–Quantity and Quality Check Sheet -Small Group Activities Using TS Gold Assessment for Small Group Activities	After School	All Pre-K Staff	Master Teachers
45 minutes	-Science Standards	After School	All Pre-K Staff	Master Teachers
60 minutes	-SciP/DEAC Recommended PD	After School	All Pre-K Staff	Building Administration & SciP
<b>December 2016</b>				
45 minutes	-Math Learning Throughout the Day	After School	All Pre-K Staff	Master Teachers & SciP
45 minutes	-SciP/DEAC Recommended PD	After School	All Pre-K Staff	Building Administration & SciP
60 minutes	-Demonstrating positive approaches to learning by solving problems	After School	All Pre-K Staff	Master Teachers & SciP
	***Department Meetings*** (ESL/WL/Bil, Sp. Services, Athletic, Counseling, VPAM)	After School	Department Staff	District Directors & Supervisors
<b>January 2017</b>				
January 11, 2017	-Special Education Language Delays	½ Day PD – PM	All Pre-K Staff	Special Education Staff
45 minutes	-Department of Children Protection and Permanency (DCPP)/Procedures for Reporting	After School	All Pre-K Staff	Building Administration & SciP
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	-SciP/DEAC Recommended PD	After School	All Pre-K Staff	Social Workers

February 2017				
February 15, 2017	-Special Education- Book Study – “Talking is Hard for Me” Encouraging Communication in Children with Speech-Language Difficulties by Linda Reinert	½ Day PD	All Pre-K Staff	Building Administrations & Master Teachers
45 minutes	-TS GOLD Assessment/Review- Checkpoints and Finalize-Quantity and Quality Check Sheet	After School	All Pre-K Staff	Master Teachers & ScIP
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	-ScIP/DEAC Recommended PD	After School	All Pre-K Staff	Building Administration & ScIP
March 2017				
March 17, 2017	-Sharing Studies and Celebrations	½ Day PD	All Pre-K Staff	Building Administrations & Master Teachers
45 minutes	-Enhancing Art/Music – Creative Arts Program with Children	After School	All Pre-K Staff	Building Administrations & Master Teachers
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	-ScIP/DEAC Recommended PD (Smart Goals Sharing)	After School	All Pre-K Staff	Building Administration & ScIP
April 2017				
45 minutes	-Health and Nutrition Concerns	After School	All Pre-K Staff	Nurses
45 minutes	-ScIP/DEAC Recommended PD	After School	All Pre-K Staff	Building Administration & ScIP
60 minutes	-Evaluation Reviews/Domain 4 Review	After School	All Pre-K Staff	Administration & Master Teachers
	***Department Meetings*** (ESL/WL/Bil, Sp. Services, Athletic, Counseling, VPAM)	After School	Department Staff	District Directors & Supervisors
May 2017				
May 17, 2017	-Multiple Intelligences	½ Day PD-PM	All Pre-K Staff	Building Administration & Master Teachers
45 minutes	-TS Gold Final Reports	After School	All Pre-K Staff	Building Administration & Master Teachers
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	-ScIP/DEAC Recommended PD	After School	All Pre-K Staff	Building Administration & ScIP

June 2017				
45 minutes	-Transition from Pre-School to Kindergarten	After School	All Pre-K Staff	PIRT Team
45 minutes	-Wrap- Up & Conclude: Special Education- Book Study – “Talking is Hard for Me” Encouraging Communication in Children with Speech-Language Difficulties by Linda Reinert	After School	All Pre-K Staff	Building Administration & Master Teachers
60 minutes	-ScIP/DEAC Recommended PD – Review End of Year Data	After School	All Pre-K Staff	Building Administration & ScIP

<b>Additional Professional Development required by Statute and Regulation</b>		
<i>The following required Professional Development will take place at the school level and must be completed by January 1<sup>st</sup> of the current school year:</i>		
Title of Workshop	Audience	Persons Responsible
<b>School Safety Teams</b>	PD for school safety team members	Building Principal
<b>Use of Nebulizer</b>	PD for certified school nurses or other persons authorized to administer asthma medication	Building Principal & Director of Special Services/Nurses
<b>Diabetic Student Health Plan</b>	PD/training for appropriate staff members in the care of students with diabetes	Building Principal & Director of Special Services
<b>School Nurse Delegate for Glucagon</b>	PD for appropriate staff members who volunteer to administer glucagon to a student with diabetes who is experiencing severe hypoglycemia when the school nurse is not physically present	Building Principal & Director of Special Services/Nurses
<b>Training of Delegates for Epinephrine Administration</b>	PD for selected and recruited, appropriate staff members who volunteered to administer epinephrine medication	Building Principal & Director of Special Services/Nurses
<b>Integrated Pest Management</b>	PD/training for appropriate staff members and school community members to learn about potential pest problems	Manager of Building & Grounds

## 2016-2017 Programmatic Grades K-4 Professional Development Calendar

In-service Professional Development Days – Four half day sessions (January, February, March, and May 2017)

In-Service Day 1, 2, (September 1<sup>st</sup> and 2<sup>nd</sup>, 2016)

In-Service Day 3 (October 10, 2016)

Two 45 minute Staff Meetings a month (September, October, November, December 2016, and April and June 2017)

One 45 minute Staff Meeting a month (January, February, March, and May 2017) due to half day In-service PD

Additional PD days

Grade Level:                     **K-4**                    

<b>July 2016</b>				
<b>Date</b>	<b>Activity/Topic</b>	<b>Time</b>	<b>Audience</b>	<b>Persons Responsible</b>
July 13, 2016	-DRA2 – Grades 3-4	Full Day	Grades 3-4 teachers	Director of Curriculum & Instruction
July 25-29, 2016	-Orton Gillingham Summer Institute	Full Day	Grades K-4 teachers	Director of Curriculum & Instruction
<b>August 2016</b>				
August 9, 2016	-DRA2 – Grades 3-4	Full Day	Grades 3-4 teachers	Director of Curriculum & Instruction
August 1-5, 2016	-Orton Gillingham Summer Institute	Full Day	Grades K-4 teachers	Director of Curriculum & Instruction
August 1-5, 2016	-Writer’s Workshop Summer Institute Columbia University	Full Day	Grades K-4 Administrators	Director of Curriculum & Instruction
August 16, 2016	-Writer’s Workshop – Columbia University (in-district)	Full Day	Grades K-5 Teachers and Administrators	Director of Curriculum & Instruction
August 19 & 22, 2016	-Classroom Environment in Dual Language	Full Day	Grades 2, 3, 4 Dual Language Teachers	Director & Supervisor of Bilingual/ESL & World Languages
August 22-25, 2016	SIOP Training	Full Day	Grades K-12 General Education Teachers	Director & Supervisor of Bilingual/ESL & World Languages
<b>September 2016</b>				
September 1, 2016 - AM	-Staff Meeting – Welcome – School and District Procedures and Expectations -Code of Conduct	9:00 am - 11:30 am	All Staff PreK-4	Building Principals & Director of Guidance
September 1, 2016 - PM	-Danielson Framework for Teaching -MyLearningPlan	12:30 pm – 3:00 pm	All Staff PreK-4	Director of Personnel & Evaluation, Instructional Leaders



September 2, 2016 - AM	-Suicide Prevention -Harassment, Intimidation and Bullying (HIB) -Electronic Violence and Vandalism Reporting System (EVVRS) -Recognition of Student Substance Abuse -Potentially Missing /Abused Children -CPI	9:00am - 11:30 am	All Staff PreK-4	Director of Guidance, Vice-Principals, & School Counselors
September 2, 2016 - PM	-Equity and Affirmative Action -Law Enforcement Operations - School Safety - I&RS Training	12:30 pm – 3:00 pm	All Staff PreK-12	Director of Personnel & Evaluation, Building Affirmative Action Officers, Manager of Security Personnel, Building Principal & Dir. Of Guidance
45 minutes	-Alcohol, Tobacco, and Other Drug Prevention	After School	All Staff PreK-4	Director of Guidance & School Counselors
45 minutes	-SciP/DEAC Recommended PD	After School	All Staff PreK-4	Building Principals
60 minutes	-School Based PD Session – SciP related -Topic as needed at each school	After School	K-4 Staff	Director of Curriculum and Instruction & Instructional Leaders
	<b>**Department Meetings**</b> Topics as needed (ESL/WL/Bil, Sp. Services, Athletic, Counseling, VPAM)	After School	Selected Department Staff members	District Directors & Supervisors
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer’s Workshop -MyMath -Science Pilots -CPI -Responsive Classroom	Full Day PD and Coaching per grade level and per school	K-4 Classroom Teachers	Director of Curriculum & Instruction, Supervisors of Mathematics and Science
September 17, 2026	Structure of Bilingual/ESL Program and Data Analysis	Full Day	K-12 Bilingual and ESL Teachers	Director & Supervisor of Bilingual/ESL & World Languages
<b>October 2016</b>				
October 10, 2016 -AM	-SGO Development Work-Session	9:00 am - 11:30 am	All Staff PreK-4	Building Principals & Instructional Leaders
October 10, 2016 -PM	-Dyslexia – Reading Disabilities	12:30 pm – 3:00 pm	All Staff PreK-4	Director & Supervisor of Special Services

45 minutes	-Bloodborne Pathogens -Communicable Diseases -Asthma	After School	All Staff PreK-4	Director of Special Services & School Nurses
45 minutes	-School Based PD Session – SCIP related -Topic as needed at each school	After School	All Staff PreK-4	Director of Curriculum and Instruction & Instructional Leaders
60 minutes	-SCIP/DEAC Recommended PD	After School	K-4 Staff	Building Principals
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer’s Workshop -MyMath -Science Pilots -CPI -Responsive Classroom	Full Day PD and Coaching per grade level and per school	K-4 Classroom Teachers	Director of Curriculum & Instruction, Supervisors of Mathematics and Science
<b>November 2016</b>				
45 minutes	-Regular Staff Meeting	After School	All Staff PreK-4	Building Principals
45 minutes	-School Based PD Session – SCIP related -Topic as needed at each school	After School	All Staff PreK-4	Director of Curriculum and Instruction & Instructional Leaders
60 minutes	-SCIP/DEAC Recommended PD	After School	K-4 Staff	Building Principals
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer’s Workshop -MyMath -Science Pilots -CPI -Responsive Classroom	Full Day PD and Coaching per grade level and per school	K-4 Classroom Teachers	Director of Curriculum & Instruction, Supervisors of Mathematics and Science
<b>December 2016</b>				
45 minutes	-Regular Staff Meeting	After School	All Staff PreK-4	Building Principals
45 minutes	-SCIP/DEAC Recommended PD	After School	All Staff PreK-4	Building Principals
60 minutes	-School Based PD Session – SCIP related -Topic as needed at each school	After School	K-4 Staff	Director of Curriculum & Instruction, Instructional Leaders
	***Department Meetings*** (ESL/WL/Bil, Sp. Services, Athletic, Counseling, VPAM)	After School	Selected Department Staff	District Directors & Supervisors
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer’s Workshop -MyMath -Science Pilots -CPI -Responsive Classroom	Full Day PD and Coaching per grade level and per school	K-4 Classroom Teachers	Director of Curriculum & Instruction, Supervisors of Mathematics and Science

<b>January 2017</b>				
January 11, 2017	-Writer's Workshop	½ Day PD	All Staff PreK-4	Director of Curriculum and Instruction & Instructional Leaders
45 minutes	-Regular Staff Meeting -Make up time for any mandatory PD. Otherwise School Based P.D.	After School	All Staff PreK-4	Building Principals
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	-ScIP/DEAC Recommended PD	After School	All Staff PreK-4	Building Principals
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer's Workshop -MyMath -Science Pilots -CPI -Responsive Classroom	Full Day PD and Coaching per grade level and per school	K-4 Classroom Teachers	Director of Curriculum & Instruction, Supervisors of Mathematics and Science
<b>February 2017</b>				
February 15, 2017	-Writer's Workshop	½ Day PD	All Staff PreK-4	Director of Curriculum and Instruction & Instructional Leaders
45 minutes	-Regular Staff Meeting	After School	All Staff PreK-4	Building Principals
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	-ScIP/DEAC Recommended PD	After School	All Staff PreK-4	Building Principals
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer's Workshop -MyMath -Science Pilots -CPI	Full Day PD and Coaching per grade level and per school	K-4 Classroom Teachers	Director of Curriculum & Instruction, Supervisors of Mathematics and Science
<b>March 2017</b>				
March 17, 2017	-Writer's Workshop	½ Day PD	All Staff PreK-4	Director of Curriculum and Instruction & Instructional Leaders
45 minutes	-Regular Staff Meeting	After School	All Staff PreK-4	Building Principals
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	-ScIP/DEAC Recommended PD	After School	All Staff PreK-4	Building Principals
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer's Workshop -MyMath -Science Pilots -CPI -Responsive Classroom	Full Day PD and Coaching per grade level and per school	K-4 Classroom Teachers	Director of Curriculum & Instruction, Supervisors of Mathematics and Science

<b>April 2017</b>				
45 minutes	-Regular Staff Meeting	After School	All Staff PreK-4	Building Principals
45 minutes	-ScIP/DEAC Recommended PD	After School	All Staff PreK-4	Building Principals
60 minutes	-School Based PD Session – ScIP related -Topic as needed at each school	After School	All Staff PreK-4	Building Principals
	***Department Meetings*** Topics as needed (ESL/WL/Bil, Sp. Services, Athletic, Counseling, VPAM)	After School	Selected Department Staff	District Directors & Supervisors
Selected Dates	-Ongoing embedded PD and Coaching: -Writer’s Workshop -MyMath -Science Pilots -CPI -Responsive Classroom	Full Day PD and Coaching per grade level and per school	K-4 Classroom Teachers	
<b>May 2017</b>				
May 17, 2017	-Writer’s Workshop	½ Day PD	All Staff PreK-4	Director of Curriculum and Instruction & Instructional Leaders
45 minutes	-Regular Staff Meeting	After School	All Staff PreK-4	Building Principals
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	-ScIP/DEAC Recommended PD	After School	All Staff PreK-4	Building Principals
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer’s Workshop -MyMath -Science Pilots -CPI -Responsive Classroom	Full Day PD and Coaching per grade level and per school	K-4 Classroom Teachers	Director of Curriculum & Instruction, Supervisors of Mathematics and Science
<b>June 2017</b>				
45 minutes	-Regular Staff Meeting	After School	All Staff PreK-4	Building Principals
45 minutes	-ScIP/DEAC Recommended PD	After School	All Staff PreK-4	Building Principals
60 minutes	-School Based PD Session – ScIP related -Topic as needed at each school	After School	All Staff PreK-4	Building Principals

Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer's Workshop -MyMath -Science Pilots -CPI -Responsive Classroom	Full Day PD and Coaching per grade level and per school	K-4 Classroom Teachers	Director of Curriculum & Instruction, Supervisors of Mathematics and Science
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<b>Additional Professional Development required by Statute and Regulation</b>		
<i>The following required Professional Development will take place at the school level and must be completed by January 1<sup>st</sup> of the current school year:</i>		
Title of Workshop	Audience	Persons Responsible
<b>School Safety Teams</b>	PD for school safety team members	Building Principal
<b>Use of Nebulizer</b>	PD for certified school nurses or other persons authorized to administer asthma medication	Building Principal & Director of Special Services/Nurses
<b>Diabetic Student Health Plan</b>	PD/training for appropriate staff members in the care of students with diabetes	Building Principal & Director of Special Services
<b>School Nurse Delegate for Glucagon</b>	PD for appropriate staff members who volunteer to administer glucagon to a student with diabetes who is experiencing severe hypoglycemia when the school nurse is not physically present	Building Principal & Director of Special Services/Nurses
<b>Training of Delegates for Epinephrine Administration</b>	PD for selected and recruited, appropriate staff members who volunteered to administer epinephrine medication	Building Principal & Director of Special Services/Nurses
<b>Integrated Pest Management</b>	PD/training for appropriate staff members and school community members to learn about potential pest problems	Manager of Building & Grounds

## 2016-2017 Programmatic Grades 5-8 Professional Development Calendar

In-service Professional Development Days – four half day sessions (January, February, March, and May 2017)

In-Service Day 1, 2, (September 1<sup>st</sup> and 2<sup>nd</sup>, 2016)

In-Service Day 3 (October 10, 2016)

One 45 minute house meeting a month

One 45 minute faculty meeting a month

Two 30 minute PLC meetings a month

Grade Level:           **5-8**          

July 2016				
Date	Activity/Topic	Time	Audience	Persons Responsible
July 18-20, 2016–	AVID	Full Day	Site Teams	Director of Guidance
July 25-27, 2016	Amistad Summer Institute for Teachers	Full Day	Selected Teachers 5-8	Director of Curriculum & Instruction, and Instructional Leaders
July 25-29, 2016	Orton Gillingham Summer Institute	Full Day	Selected Middle School Teachers	Director of Curriculum & Instruction
August 2016				
August 1-5, 2016	Orton Gillingham Summer Institute	Full Day	Selected Middle School Teachers	Director of Curriculum & Instruction
August 1-5, 2016	Writer’s Workshop Summer Institute – Columbia University	Full Day	Grades K-9 Administrators	Director of Curriculum & Instruction
August 16, 2016	Writer’s Workshop – Columbia University (In-District)	Full Day	Grades K-5 Teachers and Administrators	Director of Curriculum & Instruction
August 17, 2016	Writer’s Workshop – Columbia University (In-District)	Full Day	Grades 6-9 Teachers and Administrators	Director of Curriculum & Instruction
August 22-25 2016	Classroom Environment in Dual Language	Full Day	Grades K-12 General Education Teachers	Director & Supervisor of Bilingual/ESL & World Languages
September 2016				
September 1, 2016 - AM	-Staff Meeting – Welcome – School and District Procedures and Expectations -Code of Conduct	9:00 am - 11:30 am	All Staff 5-8	Building Principal & Director of Guidance
September 1, 2016 - PM	-Danielson Framework for Teaching -MyLearningPlan	12:30 pm – 3:00 pm	All Staff 5-8	Director of Curriculum & Instruction, Instructional Leaders

September 2, 2016 - AM	-Suicide Prevention -Harassment, Intimidation, and Bullying (HIB) -Electronic Violence and Vandalism Reporting System (EVVRS) -Recognition of Student Substance Abuse -Potentially Missing /Abused Children	9:00am - 11:30 am	All Staff 5-8	Director of Guidance, Vice-Principals, & School Counselors
September 2, 2016 - PM	-Equity and Affirmative Action -Law Enforcement Operations - School Safety - I&RS Training	12:30 pm – 3:00 pm	All Staff 5-8	Director of Personnel & Evaluation, Building Affirmative Action Officers, Manager of Security Personnel, Building Principal & Dir. Of Guidance
House Meeting 45 minutes	-Alcohol, Tobacco, and Other Drug Prevention -General information -Procedures/protocols -Beginning of the year house agenda	After school	All Houses	House leaders, Vice-Principals
Staff Meeting 45 minutes	-Domain 4.A. Reflecting on Teaching	After School	All Staff 5-8	Guidance/Building Principals
	***Department Meetings*** Topics as needed (ESL/WL/Bil, Sp. Services, Athletic, Counseling, VPAM)	After School	Selected Department Staff	District Directors & Supervisors
PLC Meeting 1 30 minutes	-Domain 4.B. Maintaining Accurate Records (other subject area matters)	During School	All Staff 5-8	PLC Leaders & Instructional leaders
PLC Meeting 2 30 minutes	-Domain 4.C Communication with Families (other subject area matters)	During School	All Staff 5-8	PLC Leaders & Instructional Leaders
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer’s Workshop -MyMath -Science Pilots -AVID -Writing through the content areas -CPI	Full Day PD and Coaching per grade level and per school	5-8 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance, Supervisors of Mathematics and Science

September 17, 2016	Structure of Bilingual/ESL Program and Data Analysis	Full Day	K-12 Bilingual and ESL Teachers	Director & Supervisor of Bilingual/ESL & World Languages
<b>October 2016</b>				
October 10, 2016 -AM	-SGO Development Work-session	9:00 am - 11:30 am	All Staff 5-8	Building Principals & Instructional Leaders
October 10, 2016 -PM	-Bloodborne Pathogens -Communicable Diseases -Asthma	12:30 pm – 3:00 pm	All Staff 5-8	Director of Special Services & School Nurses
PLC Meeting 30 minutes	-Domain 3 – Instruction A & B: Communicating effectively; questioning techniques	During School	All Staff 5 – 8	PLC Leaders/Instructional leaders
House Meeting 45 minutes	-Appropriate house topics as needed	After School	All Staff 5-8	House leaders & VPs
PLC Meeting 30 minutes	-Effective team teaching - Collaborating with grade level teachers	During School	All Staff 5-8	PLC Leaders/Instructional Leaders
Staff Meeting 1 45 minutes	-Regular Staff Meeting	After School	All Staff 5-8	Building Principal
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer’s Workshop -MyMath -Science Pilots -AVID -Writing through the content areas -CPI	Full Day PD and Coaching per grade level and per school	5-8 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance, Supervisors of Mathematics and Science
<b>November 2016</b>				
House Meeting 45 minutes	-House meeting -Topics needed for houses	After School	All Staff 5-8	House leaders, VPs
PLC Meeting 30 minutes	-Domain 3 -3.C. Engaging students in learning	During School	All Staff 5-8	Instructional Leaders / PLC leaders
Faculty Meeting 45 minutes	-Domain 3 – Selected Components -Formative assessments	After School	All Staff 5-8	Building Principal
PLC Meeting 30 minutes	-Domain 3 -3.D& E: Providing feedback; flexibility and responsiveness	During School	All Staff 5 -8	Instructional Leaders/PLC leaders



Selected Dates / During School Hours	Ongoing embedded PD and Coaching: -Writer's Workshop -MyMath -Science Pilots -AVID -Writing through the content areas -CPI	Full Day PD and Coaching per grade level and per school	5-8 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance, Supervisors of Mathematics and Science
<b>December 2016</b>				
House Meeting 45 minutes	-House topics needed to be addressed	After School	All Staff 5-8	House leaders / VPs
PLC Meeting 30 minutes	-3 Tiered Instruction – Tier 2 focus	During School	All Staff 5-8	Instructional Leaders
Faculty Meeting 45 minutes	-School Based PD Session – SCIP related -Topic as needed at each school	After School	All Staff 5-8	Building Principals
	***Department Meetings*** Topics as needed (ESL/WL/Bil, Sp. Services, Athletic, Counseling, VPAM)	After School	Selected Department Staff	District Directors & Supervisors
PLC Meeting 30 minutes	-3 Tiered Instruction – Tier 2 Focus	During School	All Staff 5 - 8	Instructional leaders
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer's Workshop -MyMath -Science Pilots -AVID -Reading and Writing through the content areas -CPI	Full Day PD and Coaching per grade level and per school	5-8 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance, Supervisors of Mathematics and Science
<b>January 2017</b>				
January 11, 2017	-Writer's Workshop -Writing through the content areas	½ Day PD	K-8 Staff	Director of Curriculum and Instruction & Instructional Leaders
PLC Meeting 30 minutes	-Implementing PBLs	During School	All Staff 5-8	Instructional leaders/PLC Leaders

Staff Meeting 2 45 minutes	-Time given back to compensate for ½ day PD day			
House meeting 45 minutes	-House meeting agenda needed -PBLs	After School	All Staff 5-8	House leader, VPs
PLC Meeting 30 minutes	-Domain 4B&C -Maintaining accurate records & communication with families	During School	All Staff 5 – 8	Instructional leaders/PLC leaders
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer’s Workshop -MyMath -Science Pilots -AVID -Reading and Writing through the content areas -CPI	Full Day PD and Coaching per grade level and per school	5-8 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance, Supervisors of Mathematics and Science
<b>February 2017</b>				
February 15, 2017	-Writer’s Workshop	½ Day PD	All Staff PreK-4	Director of Curriculum and Instruction & Instructional Leaders
House Meeting 45 minutes	-Appropriate house topics	After School	All Staff 5-8	House leaders & VPs
PLC Meeting 30 minutes	-3 Tiered Instruction: Formative assessment/tier 3	During School	All Staff 5 -8	PLC Leaders/Instructional leaders
Staff Meeting 2 45 minutes	-Time given back to compensate for ½ day PD day			
PLC Meeting	-Arts integration	During School	All Staff 5-8	Building Principal
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer’s Workshop -MyMath -Science Pilots -AVID -Reading and Writing through the content areas -CPI	Full Day PD and Coaching per grade level and per school	5-8 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance, Supervisors of Mathematics and Science
<b>March 2017</b>				
March 17, 2017	-Writer’s Workshop -Writing through the content areas	½ Day PD	All Staff PreK-4	Director of Curriculum and Instruction & Instructional Leaders

PLC Meeting 30 minutes	-Collaboration & Pacing Guide (up to and after PARCC) -PBLs	During School	All Staff 5-8	Instructional Leaders / PLC Leaders
House Meeting 45 minutes	-House agenda	After School	All Staff 5 -8	House leaders/VPs
Staff Meeting 2 45 minutes	-Time given back to compensate for ½ day PD day			
PLC Meeting 30 minutes	-Domain 4 -Preparation for summative meetings	During School	All Staff 5-8	PLC Leaders & Instructional leaders
Faculty Meeting 45 minutes	-PARCC preparation / training	After School	All Staff 5 -8	Instructional leaders, VPs/Principal
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer's Workshop -MyMath -Science Pilots -AVID -Reading and Writing through the content areas -CPI	Full Day PD and Coaching per grade level and per school	5-8 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance, Supervisors of Mathematics and Science
<b>April 2017</b>				
PLC Meeting	-SGOs -Domain 4	During School	All Staff 5-8	PLC Leaders & Instructional leaders
House Meeting	-House agenda / topics needed	After School	All Staff 5-8	House leaders/VPs
Faculty Meeting	-School Based PD Session – SCIP related -Topic as needed at each school	After School	All Staff 5-8	Building Principals
	***Department Meetings*** Topics as needed (ESL/WL/Bil, Sp. Services, Athletic, Counseling, VPAM)	After School	Selected Department Staff	District Directors & Supervisors
PLC Meeting	-Preparation for summatives / Domain 4	During School	All Staff 5 – 8	PLC Leaders & Instructional Leaders
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer's Workshop -MyMath -Science Pilots -AVID -Reading and Writing through the content areas -CPI	Full Day PD and Coaching per grade level and per school	5-8 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance, Supervisors of Mathematics and Science

May 2017				
May 17, 2017	-Writer's Workshop -Writing through the content areas	½ Day PD	All Staff PreK-4	Director of Curriculum and Instruction & Instructional Leaders
House Meeting 45 minutes	-Topics houses need to address	After School	All Staff 5-8	House Leaders / VPs
PLC Meeting 30 minutes	-SGOs -Data Review	During School	All Staff 5 -8	PLC Leaders/Instructional leaders
Staff Meeting 3 45 minutes	Time given back to compensate for ½ day PD day			
PLC Meeting 30 minutes	-SGOs -Data Review	During School	All Staff 5-8	PLC Leaders / Instructional leaders
Selected Dates / During School Hours	Ongoing embedded PD and Coaching: -Writer's Workshop -MyMath -Science Pilots -AVID -Reading and Writing through the content areas -CPI	Full Day PD and Coaching per grade level and per school	5-8 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance, Supervisors of Mathematics and Science
June 2017				
House Meeting 45 minutes	-House topics needed to be addressed -End of year agenda items	After School	All Staff 5-8	House leader / VPs
PLC Meeting 30 minutes	-Planning/pacing for next school year	During School	All Staff 5-8	PLC Leaders & Instructional Leaders
Faculty Meeting 45 minutes	-End of year and closing procedures	After School	All Staff 5-8	Building Principal
PLC Meeting 30 minutes	-Future student rosters	During School	All Staff 5 – 8	PLC Leaders & Instructional leaders
Selected Dates / During School Hours	Ongoing embedded PD and Coaching: -Writer's Workshop -MyMath -Science Pilots -AVID -Reading and Writing through the content areas -CPI	Full Day PD and Coaching per grade level and per school	5-8 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance, Supervisors of Mathematics and Science

### Additional Professional Development required by Statute and Regulation

*The following required Professional Development will take place at the school level and must be completed by January 1<sup>st</sup> of the current school year:*

Title of Workshop	Audience	Persons Responsible
<b>School Safety Teams</b>	PD for school safety team members	Building Principal
<b>Use of Nebulizer</b>	PD for certified school nurses or other persons authorized to administer asthma medication	Building Principal & Director of Special Services/Nurses
<b>Diabetic Student Health Plan</b>	PD/training for appropriate staff members in the care of students with diabetes	Building Principal & Director of Special Services
<b>School Nurse Delegate for Glucagon</b>	PD for appropriate staff members who volunteer to administer glucagon to a student with diabetes who is experiencing severe hypoglycemia when the school nurse is not physically present	Building Principal & Director of Special Services/Nurses
<b>Training of Delegates for Epinephrine Administration</b>	PD for selected and recruited, appropriate staff members who volunteered to administer epinephrine medication	Building Principal & Director of Special Services/Nurses
<b>Integrated Pest Management</b>	PD/training for appropriate staff members and school community members to learn about potential pest problems	Manager of Building & Grounds

## 2016-2017 Programmatic 9<sup>th</sup> Grade Academy Professional Development Calendar

In-service Professional Development Days – four half day sessions (January, February, March and May 2017)

In-Service Day 1, 2, (September 1 and 2, 2016)

In-Service Day 3 (October 10, 2016)

Two 45 minute Staff Meetings a month (September, October, November, December 2016, and April and June 2017)

One 45 minute Staff Meeting a month (January, February, March, and May 2017) due to half day In-service PD

Additional PD Days

Grade Level:           **9**          

July 2016				
Date	Activity/Topic	Time	Audience	Persons Responsible
July 18-20, 2016	-AVID	Full Day	Site Teams	Director of Guidance
August 2016				
August 1-11, 2016	-AP Summer Institute Professional Development for Physics 1, Literature, Calculus, US History, Government & Politics and Calculus AB	Full Day	Selected Teachers	Building Principal, Director of Curriculum & Instruction, Instructional Leaders
August 17, 2016	-Writer's Workshop – Columbia University	Full Day	Grades 6-9 Teachers and Administrators	Director of Curriculum & Instruction
September 2016				
September 1, 2016 - AM	-Staff Meeting – Welcome -School and District Procedures and Expectations -Code of Conduct	9:00 am - 11:30 am	All Grade 9 Staff	Building Principals & Director of Guidance
September 1, 2016 - PM	-Danielson Framework for Teaching -MyLearningPlan	12:30 pm – 3:00 pm	All Grade 9 Staff	Director of Personnel & Evaluation, Director of Curriculum and Instruction & Instructional Leaders
September 2, 2016 - AM	-Suicide Prevention -Harassment, Intimidation, and Bullying (HIB) -Electronic Violence and Vandalism Reporting System (EVVRS) -Recognition of Student Substance Abuse -Potentially Missing /Abused Children -CPI	9:00am - 11:30 am	All Grade 9 Staff	Director of Guidance, Vice-Principals, & School Counselors

September 2, 2016 - PM	-Equity and Affirmative Action -Law Enforcement Operations - School Safety - I&RS Training	12:30 pm – 3:00 pm	All Staff PreK-12	Director of Personnel & Evaluation, Building Affirmative Action Officers, Manager of Security Personnel, Building Principal & Dir. Of Guidance
45 minutes	-Alcohol, Tobacco, and Other Drug Prevention	After School	All Grade 9 Staff	Director of Guidance & School Counselors
45 minutes	-ScIP/DEAC Recommended PD	After School	All Grade 9 Staff	Building Principals
60 minutes	-School Based PD Session – ScIP related -Topic as needed at each school	After School	LAL Staff	Building Principals
	**Department Meetings** Topics as needed	After School	Selected Department Staff members	District Directors, Supervisors, & Instructional Leaders
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer’s Workshop -New Math Adoption -Science Pilots -AVID -CPI	Full Day PD and Coaching per grade level and per school	Grade 9 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance, Supervisors of Mathematics and Science
September 17, 2016	Structure of Bilingual/ESL Program and Data Analysis	Full Day	K-12 Bilingual and ESL Teachers	Director & Supervisor of Bilingual/ESL & World Languages
<b>October 2016</b>				
October 10, 2016 -AM	-SGO Development Work-session	9:00 am - 11:30 am		Building Principals & Instructional Leaders
October 10, 2016 -PM	-School Based PD Session – ScIP related -Topic as needed at each school	12:30 pm – 3:00 pm		Director of Special Services & School Nurses
45 minutes	-School Based PD Session – ScIP related -Topic as needed at each school	After School	All Staff Grade 9 Staff	Director of Special Services & School Nurses
45 minutes	Regular Staff Meeting -House Model -Team Building -Climate & Culture -Discipline	After School	All Staff Grade 9 Staff	Building Principals
60 minutes	-ScIP/DEAC Recommended PD	After School	All Staff Grade 9 Staff	Building Principals

Selected Dates / During School Hours	Ongoing embedded PD and Coaching: -Writer's Workshop -New Math Adoption -Science Pilots -AVID -CPI	Full Day PD and Coaching per grade level and per school	Grade 9 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance, Supervisors of Mathematics and Science
<b>November 2016</b>				
45 minutes	-Regular Staff Meeting	After School	All Grade 9 Staff	Building Principals
45 minutes	-Regular Staff Meeting -House Model -Team Building -Climate & Culture -Discipline	After School	All Grade 9 Staff	Building Principals
60 minutes	-SciP/DEAC Recommended PD	After School	Grade 9 Staff	Building Principals
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer's Workshop -New Math Adoption -Science Pilots -AVID -CPI	Full Day PD and Coaching per grade level and per school	Grade 9 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance, Supervisors of Mathematics and Science
<b>December 2016</b>				
45 minutes	Regular Staff Meeting -House Model -Team Building -Climate & Culture -Discipline	After School	All Grade 9 Staff	Building Principals
45 minutes	-SciP/DEAC Recommended PD	After School	All Grade 9 Staff	Building Principals
60 minutes	-Regular Staff Meeting	After School	Grade 9 Staff	Building Principals
	***Department Meetings*** Topics as needed (ESL/WL/Bil, Sp. Services, Athletic, Counseling, VPAM)	After School	Selected Department Staff members	District Directors & Supervisors
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer's Workshop -New Math Adoption -Science Pilots -AVID -CPI	Full Day PD and Coaching per grade level and per school	Grade 9 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance, Supervisors of Mathematics and Science
<b>January 2017</b>				
January 11, 2017	-Writer's Workshop & Writing through the Content Areas	PM – Times vary by school	All Grade 9 Staff	District Administrators



45 minutes	-Make-up time for any missing mandatory professional development. Otherwise, -School Based PD Session – SciP related -Topic as needed at each school	After School	All Grade 9 Staff	Building Principals
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	-SciP/DEAC Recommended PD	After School	All Grade 9 Staff	Building Principals
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer’s Workshop -New Math Adoption -Science Pilots -AVID -CPI	Full Day PD and Coaching per grade level and per school	Grade 9 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance, Supervisors of Mathematics and Science
<b>February 2017</b>				
February 15, 2017	-Writer’s Workshop & Writing through the Content Areas	PM – Times vary by school	All Grade 9 Staff	District Administrators
45 minutes	Otherwise -School Based PD Session – SciP related -Topic as needed at each school	After School	All Grade 9 Staff	Building Principals
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	SciP/DEAC Recommended PD	After School	All Grade 9 Staff	Building Principals
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer’s Workshop -New Math Adoption -Science Pilots -AVID -CPI	Full Day PD and Coaching per grade level and per school	Grade 9 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance, Supervisors of Mathematics and Science
<b>March 2017</b>				
March 17, 2017	-Writer’s Workshop & Writing through the Content Areas	PM – Times vary by school	All Grade 9 Staff	District Administrators
45 minutes	-SciP/DEAC Recommended PD	After School	All Grade 9 Staff	Building Principals
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	-Regular Staff Meeting -House Model -Team Building -Climate & Culture -Discipline	After School	All Grade 9 Staff	Building Principals

Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer's Workshop -New Math Adoption -Science Pilots -AVID -CPI	Full Day PD and Coaching per grade level and per school	Grade 9 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance, Supervisors of Mathematics and Science
<b>April 2017</b>				
45 minutes	-Regular Staff Meeting -House Model -Team Building -Climate & Culture -Discipline	After School	All Grade 9 Staff	Building Principals
45 minutes	-SciP/DEAC Recommended PD	After School	All Grade 9 Staff	Building Principals
60 minutes	-School Based PD Session – SciP related -Topic as needed at each school	After School	Grade 9 Staff	Building Principals
	***Department Meetings*** Topics as needed (ESL/WL/Bil, Sp. Services, Athletic, Counseling, VPAM)	After School	Selected Department Staff members	District Directors & Supervisors
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer's Workshop -New Math Adoption -Science Pilots -AVID -CPI	Full Day PD and Coaching per grade level and per school	Grade 9 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance, Supervisors of Mathematics and Science
<b>May 2017</b>				
May 17, 2017	-Writer's Workshop & Writing through the Content Areas	PM – Times vary by school	All Grade 9 Staff	District Administrators
45 minutes	-Regular Staff Meeting	After School	All Grade 9 Staff	Building Principals
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	-SciP/DEAC Recommended PD	After School	All Grade 9 Staff	Building Principals
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer's Workshop -New Math Adoption -Science Pilots -AVID -CPI	Full Day PD and Coaching per grade level and per school	Grade 9 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance, Supervisors of Mathematics and Science

June 2017				
45 minutes	-Regular Staff Meeting	After School	All Grade 9 Staff	Building Principals
45 minutes	-Regular Staff Meeting -House Model -Team Building -Climate & Culture -Discipline	After School	All Grade 9 Staff	Building Principals
60 minutes	-SciP/DEAC Recommended PD	After School	All Grade 9 Staff	Building Principals
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer's Workshop -New Math Adoption -Science Pilots -AVID -CPI	Full Day PD and Coaching per grade level and per school	Grade 9 Classroom Teachers	Director of C&I, Director of Guidance, Supervisors of Mathematics and Science

Additional Professional Development required by Statute and Regulation		
<i>The following required Professional Development will take place at the school level and must be completed by January 1<sup>st</sup> of the current school year:</i>		
Title of Workshop	Audience	Persons Responsible
<b>School Safety Teams</b>	PD for school safety team members	Building Principal
<b>Use of Nebulizer</b>	PD for certified school nurses or other persons authorized to administer asthma medication	Building Principal & Director of Special Services/Nurses
<b>Diabetic Student Health Plan</b>	PD/training for appropriate staff members in the care of students with diabetes	Building Principal & Director of Special Services
<b>School Nurse Delegate for Glucagon</b>	PD for appropriate staff members who volunteer to administer glucagon to a student with diabetes who is experiencing severe hypoglycemia when the school nurse is not physically present	Building Principal & Director of Special Services/Nurses
<b>Training of Delegates for Epinephrine Administration</b>	PD for selected and recruited, appropriate staff members who volunteered to administer epinephrine medication	Building Principal & Director of Special Services/Nurses
<b>Integrated Pest Management</b>	PD/training for appropriate staff members and school community members to learn about potential pest problems	Manager of Building & Grounds

## 2016-2017 Programmatic Grades 10-12 Professional Development Calendar

In-service Professional Development Days – four half day sessions (January, February, March, and May 2017)

In-Service Day 1, 2, (September 1 and 2, 2016)

In-Service Day 3 (October 10, 2016)

Two 45 minute Staff Meetings a month (September, October, November, December 2016, and April and June 2017)

One 45 minute Staff Meeting a month (January, February, March, and May 2017) due to half day In-service PD

Additional PD Dates

Grade Level:                     **10-12**                    

August 2016				
Date	Activity/Topic	Time	Audience	Persons Responsible
August 1-3, 2016	Amistad Summer Institute for Teachers	Full Day	Selected Teachers	Director of Curriculum & Instruction, and Instructional Leaders
August 1-11, 2016	AP Summer Institute Professional Development for Physics 1, Literature, Calculus, US History, Government & Politics and Calculus AB	Full Day	Selected Teachers	Building Principal, Director of Curriculum & Instruction, Instructional Leaders
August 22-25, 2016	SIOP Training	Full Day	Grades K-12 General Education Teachers	Director & Supervisor of Bilingual/ESL & World Languages
September 2016				
September 1, 2016 - AM	-Staff Meeting – Welcome - School and District Procedures and Expectations -Code of Conduct	9:00 am -11:30 am	All Staff 10-12	Building Principals & Director of Guidance
September 1, 2016 - PM	-Danielson Framework for Teaching -MyLearningPlan	12:30 pm – 3:00 pm	All Staff 10-12	Director of Personnel & Evaluation, Director of Curriculum and Instruction & Instructional Leaders
September 2, 2016 - AM	-Suicide Prevention -Harassment, Intimidation, and Bullying (HIB) -Electronic Violence and Vandalism Reporting System (EVVRS) -Recognition of Student	9:00am -11:30 am	All Staff 10-12	Director of Guidance, Vice-Principals, & School Counselors

	Substance Abuse -Potentially Missing /Abused Children			
September 2, 2016 - PM	-Equity and Affirmative Action -Law Enforcement Operations - School Safety - I&RS Training	12:30 pm – 3:00 pm	All Staff PreK-12	Director of Personnel & Evaluation, Building Affirmative Action Officers, Manager of Security Personnel, Building Principal & Dir. Of Guidance
45 minutes	-Alcohol, Tobacco, and Other Drug Prevention	After School	All Grade 10-12 Staff	Director of Guidance & School Counselors
45 minutes	-ScIP/DEAC Recommended PD	After School	All Grade 10-12 Staff	Building Principals
60 minutes	-School Based PD Session – ScIP related -Topic as needed at each school	After School	LAL Staff	Building Principal
	**Department Meetings** Topics as needed (ESL/WL/Bil, Sp. Services, Athletic, Counseling, VPAM)	After School	Selected Department Staff members	District Directors, Supervisors, & Instructional Leaders
September 17, 2016	-Structure of Bilingual/ESL Program and Data Analysis	Full Day	K-12 Bilingual and ESL Teachers	Director & Supervisor of Bilingual/ESL & World Languages
<b>October 2016</b>				
October 10, 2016 -AM	-SGO Development Work-session	9:00 am -11:30 am	All Staff 10-12	Building Principals & Instructional Leaders
October 10, 2016 -PM	-Bloodborne Pathogens -Communicable Diseases -Asthma	12:30 pm – 3:00 pm	All Staff 10-12	Director of Special Services & School Nurses
45 minutes	-Regular Staff Meeting	After School	All Staff 10-12	Building Principals
45 minutes	-School Based PD Session- ScIP related topic as needed at each school	After School	All Staff 10-12	Building Principals
60 minutes	-ScIP/DEAC Recommended PD Regular	After School	All Staff 10-12	Building Principals

<b>November 2016</b>				
45 minutes	-Regular Staff Meeting	After School	All Staff 10-12	Building Principals
45 minutes	-School Based PD Session – ScIP related -Topic as needed at each school	After School	All Staff 10-12	Building Principals
60 minutes	-ScIP/DEAC Recommended PD	After School	All Staff 10-12	Building Principals
<b>December 2016</b>				
45 minutes	-Regular Staff Meeting	After School	All Staff 10-12	Building Principals
45 minutes	-ScIP/DEAC Recommended PD	After School	All Staff 10-12	Building Principals
60 minutes	-School Based PD Session – ScIP related -Topic as needed at each school	After School	All Staff 10-12	Building Principals
	<b>**Department Meetings**</b> Topics as needed (ESL/WL/Bil, Sp. Services, Athletic, Counseling, VPAM)	After School	Selected Department Staff members	District Directors & Supervisors
<b>January 2017</b>				
January 11, 2017	-½ Day PD – Topics as needed by Department and Content Areas	PM – Times vary by school	All Staff 10-12	District Administrators
45 minutes	-Make-up time for any missing mandatory professional development. Otherwise, -School Based PD Session – ScIP related -Topic as needed at each school	After School	All Staff 10-12	Building Principals
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	-ScIP/DEAC Recommended PD	After School	All Staff 10-12	Building Principals
<b>February 2017</b>				
February 15, 2017	-½ Day PD – Topics as needed by Department and Content Areas	PM – Times vary by school	All Staff 10-12	District Administrators
45 minutes	-Regular Staff Meeting	After School	All Staff 10-12	Building Principals
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	-ScIP/DEAC Recommended PD	After School	All Staff 10-12	Building Principals

<b>March 2017</b>				
March 17, 2017	-½ Day PD – Topics as needed by Department and Content Areas	PM – Times vary by school	All Staff 10-12	District Administrators
45 minutes	-Regular Staff Meeting	After School	All Staff 10-12	Building Principals
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	-ScIP/DEAC Recommended PD	After School	All Staff 10-12	Building Principals
<b>April 2017</b>				
45 minutes	-Regular Staff Meeting	After School	All Staff 10-12	Building Principals
45 minutes	-ScIP/DEAC Recommended PD	After School	All Staff 10-12	Building Principals
60 minutes	-School Based PD Session – ScIP related -Topic as needed at each school	After School	All Staff 10-12	Building Principals
	**Department Meetings** Topics as needed (ESL/WL/Bil, Sp. Services, Athletic, Counseling VPAM)	After School	Selected Department Staff members	District Directors & Supervisors
<b>May 2017</b>				
May 17, 2017	-½ Day PD – Topics as needed by Department and Content Areas	PM – Times vary by school	All Staff 10-12	District Administrators
45 minutes	-Regular Staff Meeting	After School	All Staff 10-12	Building Principals
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	-ScIP/DEAC Recommended PD	After School	All Staff 10-12	Building Principals
<b>June 2017</b>				
45 minutes	-Regular Staff Meeting	After School	All Staff 10-12	Building Principals
45 minutes	-School Based PD Session – ScIP related -Topic as needed at each school	After School	All Staff 10-12	Building Principals
60 minutes	-ScIP/DEAC Recommended PD	After School	All Staff 10-12	Building Principals

### Additional Professional Development required by Statute and Regulation

*The following required Professional Development will take place at the school level and must be completed by January 1<sup>st</sup> of the current school year:*

Title of Workshop	Audience	Persons Responsible
<b>School Safety Teams</b>	PD for school safety team members	Building Principal
<b>Use of Nebulizer</b>	PD for certified school nurses or other persons authorized to administer asthma medication	Building Principal & Director of Special Services/Nurses
<b>Diabetic Student Health Plan</b>	PD/training for appropriate staff members in the care of students with diabetes	Building Principal & Director of Special Services
<b>School Nurse Delegate for Glucagon</b>	PD for appropriate staff members who volunteer to administer glucagon to a student with diabetes who is experiencing severe hypoglycemia when the school nurse is not physically present	Building Principal & Director of Special Services/Nurses
<b>Training of Delegates for Epinephrine Administration</b>	PD for selected and recruited, appropriate staff members who volunteered to administer epinephrine medication	Building Principal & Director of Special Services/Nurses
<b>Integrated Pest Management</b>	PD/training for appropriate staff members and school community members to learn about potential pest problems	Manager of Building & Grounds



## 2016-2017 Programmatic Professional Development for District Administrators

In-service Professional Development Days – four half day sessions (January, February, March and May 2017)  
 Additional PD days

Audience:           **District Administrators**          

<b>July 2016</b>				
<b>Date</b>	<b>Activity/Topic</b>	<b>Time</b>	<b>Audience</b>	<b>Persons Responsible</b>
July 7, 2016	-MyMath / Glencoe Math -ALEKS	Full Day	Grades K-8 Administrators	Supervisor of Mathematics
July 11, 2016	-Stronge (School Administrator Evaluation Tool)	Full Day	Grades K-12 Administrators	Director of Personnel & Evaluation
<b>August 2016</b>				
August 1-5, 2016	Writer’s Workshop Summer Institute – Columbia University	Full Day	Grades K-9 Administrators	Director of Curriculum & Instruction
August 8	-Stronge (School Administrator Evaluation Tool)	Full Day	Grades K-12 Administrators	Director of Personnel & Evaluation
August 16, 2016	-Writer’s Workshop – Columbia University	Full Day	Grades K-9 Teachers and Administrators	Director of Curriculum & Instruction
August 23, 2016	-MyMath / Glencoe Math -ALEKS	Full Day	Grades K-8 Administrators	Supervisor of Mathematics
August 24-25, 2016	Administrators Retreat <ul style="list-style-type: none"> <li>• The LAL Literacy Framework</li> <li>• The Mathematics Framework</li> <li>• Evaluation Instrument - STRONGE</li> <li>• MyLearning Plan</li> </ul>	Full Day	Grades PreK-12 Administrators	Director of Personnel & Evaluation, Director of Curriculum and Instruction, Supervisor of Mathematics & Instructional Leaders
<b>September 2016</b>				
September 1, 2016 - AM	-School and District Procedures and Expectations -Code of Conduct	9:00am - 11:30 am	Grades PreK-12 Administrators	Building Principals & Director of Guidance
September 2, 2016 - AM	-Suicide Prevention -Harassment, Intimidation, and Bullying (HIB) -Electronic Violence and Vandalism Reporting System (EVVRS) -Recognition of Student Substance Abuse -Potentially Missing /Abused Children	9:00am - 11:30 am	Grades PreK-12 Administrators	Director of Guidance, Vice-Principals, & School Counselors

September 2, 2016 - PM	-Equity and Affirmative Action -Law Enforcement Operations - School Safety - I&RS Training	12:30 pm – 3:00 pm	All Staff PreK-12	Director of Personnel & Evaluation, Building Affirmative Action Officers, Manager of Security Personnel, Building Principal & Dir. Of Guidance
<b>October 2016</b>				
October 10, 2016 -AM	-SGO Development Work-session	9:00 am - 11:30 am	All PreK-12 Admins	Building Principals & Instructional Leaders
October 10, 2016 -PM	-Pre-School Training	12:30 pm – 3:00 pm	Pre-K Admins	Building Principals
	-Dyslexia – Reading Disabilities	12:30 pm – 3:00 pm	All K-4 Admins	Director & Supervisor of Special Services
	-Bloodborne Pathogens -Communicable Diseases -Asthma	12:30 pm – 3:00 pm	All 5-12 Admins	Director of Special Services & School Nurses
Staff Meeting 45 minutes	-Bloodborne Pathogens -Communicable Diseases -Asthma	After School	All PreK-12 Admins	Director of Special Services & School Nurses
	-Regular Staff Meeting		Grades 5-12	Building Principal
Staff Meeting 60 minutes	ScIP/DEAC Recommended PD	After School	All PreK-12 Admins	Building Principals
<b>November 2016</b>				
Staff Meeting 60 minutes	-ScIP/DEAC Recommended PD	After School	All PreK-12 Staff	Building Principals
Selected Dates	-NJSMART		PreK-12 Admins	Director of Guidance
Selected Dates	-Ongoing professional Development for Administrators as it applies to their specific needs.			
<b>December 2016</b>				
Staff Meeting 60 minutes	-ScIP/DEAC Recommended PD	After School	All PreK-12 Staff	Building Principals
Selected Dates	-HIB & EVVRS		PreK-12 Admins	Director of Guidance
Selected Dates	-Ongoing professional Development for Administrators as it applies to their specific needs.			

<b>January 2017</b>				
Staff Meeting 60 minutes	-ScIP/DEAC Recommended PD	After School	All PreK-12 Staff	Building Principals
Selected Dates	-Legal One for Administrators	As needed	PreK-12 Admins	Director of Human Resources
Selected Dates	-Ongoing professional Development for Administrators as it applies to their specific needs.			
<b>February 2017</b>				
Staff Meeting 60 minutes	ScIP/DEAC Recommended PD	After School	All PreK-12 Staff	Building Principals
Selected Dates	-Performance Matters	As needed	PreK-12 Admins	Director of Special Services
Selected Dates	-Ongoing professional Development for Administrators as it applies to their specific needs.			
<b>March 2017</b>				
Staff Meeting 60 minutes	-ScIP/DEAC Recommended PD	After School	All PreK-12 Staff	Building Principals
Selected Dates	-Pre-K Program Overview	As needed	PreK-12 Admins	Supervisor of Science
Selected Dates	-Ongoing professional Development for Administrators as it applies to their specific needs.			
<b>April 2017</b>				
Staff Meeting 60 minutes	-ScIP/DEAC Recommended PD	After School	All PreK-12 Staff	Building Principals
Selected Dates	-Bilingual Program Overview	As needed	PreK-12 Admins	Supervisor of Science
Selected Dates	-Ongoing professional Development for Administrators as it applies to their specific needs.			
<b>May 2017</b>				
Staff Meeting 60 minutes	-ScIP/DEAC Recommended PD	After School	All PreK-12 Staff	Building Principals
Selected Dates	-Special Services Overview	As needed	PreK-12 Admins	Director of Special Services
Selected Dates	-Ongoing professional Development for Administrators as it applies to their specific needs.			
<b>June 2017</b>				
Staff Meeting 2 60 minutes	-ScIP/DEAC Recommended PD	After School	All PreK-12 Staff	Building Principals
Selected Dates	-Ongoing professional Development for Administrators as it applies to their specific needs.			

## Additional Professional Development required by Statute and Regulation

*The following required Professional Development will take place at the school level and must be completed by January 1<sup>st</sup> of the current school year:*

Title of Workshop:	Audience:	Persons Responsible:
<b>School Safety Teams</b>	PD for school safety team members	Building Principal
<b>Use of Nebulizer</b>	PD for certified school nurses or other persons authorized to administer asthma medication	Building Principal & Director of Special Services/Nurses
<b>Diabetic Student Health Plan</b>	PD/training for appropriate staff members in the care of students with diabetes	Building Principal & Director of Special Services
<b>School Nurse Delegate for Glucagon</b>	PD for appropriate staff members who volunteer to administer glucagon to a student with diabetes who is experiencing severe hypoglycemia when the school nurse is not physically present	Building Principal & Director of Special Services/Nurses
<b>Training of Delegates for Epinephrine Administration</b>	PD for selected and recruited, appropriate staff members who volunteered to administer epinephrine medication	Building Principal & Director of Special Services/Nurses
<b>Integrated Pest Management</b>	PD/training for appropriate staff members and school community members to learn about potential pest problems	Manager of Building & Grounds

## 2016-2017 In-service Professional Development Calendar

In-service Professional Development Days – Four ½-Days:

- January 11, 2017
- February 15, 2017
- March 17, 2017
- May 17, 2017

Grade Level: \_\_\_\_\_ PreK-12 \_\_\_\_\_

January 11, 2017				
Department /Content Area	Audience	Activity/Topic	Time	Person Responsible
Pre-Kindergarten	PreK 3-4 Teachers	Comprehends Language	Varies by school	Preschool Administrators and Master Teachers
English Language Arts	All K-4 Teachers	Writer’s Workshop	Varies by school	Director of C&I and Instructional Leaders
English Language Arts	Grades 5-9 LAL Teachers	Writer’s Workshop	Varies by school	Director of C&I and Instructional Leaders
English Language Arts	Grades 10-12	<i>Collections</i> Follow Up PD: Textbook/Online Usage	Varies by school	Director of C&I and Instructional Leaders
Social Studies	Grades 6-8 SS Teachers	Writing through the content Areas	Varies by school	Director of C&I, Social Studies Supervisor
Social Studies 9-12	Grades 9-12 SS Teachers	Document Based Questions Initiative (DBQ) Follow up Planning Session	Varies by school	Director of C&I, Social Studies Supervisor
Mathematics	Grades 5-8	MyMath / Glencoe Math Follow-up Training	Varies by school	Math Supervisor
Mathematics	Grades 9-12	SGO Mid Year Review	Varies by school	Math Supervisor
Science	Grades K-8	Pilot Materials –Review and or NGSS Review	Varies by school	Science Supervisor
Science	Grades 9-12	Utilizing Excel for monitoring Student Growth	Varies by school	Science Supervisor
VPAM	Grades K-4	To Be Determined	Varies by school	Assistant Superintendent
VPAM	Grades 6-8	To Be Determined	Varies by school	Assistant Superintendent
VPAM	Grades 9-12	To Be Determined	Varies by school	Assistant Superintendent
Health & Physical Education	Grades K-12	Effective Communication/Team Building Concepts	Varies by school	Athletic Director

ESL	Grades K-4	ESL In a Co-Teaching Model	Varies by school	ESL/Bil/WL Director
ESL	Grades 6-8	ESL In a Co-Teaching Model	Varies by school	ESL/Bil/WL Director
ESL	Grades 9-12	Graduation Requirements for ELLs and Support Services Available	Varies by school	ESL/Bil/WL Director
Bilingual	Grades K-12	Data Analysis of District and State Assessments	Varies by school	ESL/Bil/WL Director
World Languages	Grades K-12	Best Practices in World Language Instruction	Varies by school	ESL/Bil/WL Director
Special Education ICRP Teachers	With GE counterparts/All grades	Co-Teaching Model Elementary and Middle School	Varies by school	Director of Special Education Services
Special Education Teachers (LLD)	Grades K-12	Teachtown Training (Selected LLD staff) ABA Therapy	Varies by school	Director of Special Education Services
Speech Therapists	District wide	ABA Therapy	Varies by school	Director of Special Education Services
CST members (LDTC/SSW/School Psych.)	District Wide	Transition Planning	Varies by school	Director of Special Education Services
Nurses	District Wide	Managing Pediatric Emergencies	Varies by school	Director of Special Education Services
SE Teachers POR	District Wide	Linking Danielson Model with Assessments	Varies by school	Director of Special Education Services
Crisis Counselors	District Wide	Grief Therapy	Varies by school	Director of Special Education Services
SE Paraprofessionals/Home School Liaison	District Wide	Awareness of Self-Harm and Mutilation in Children	Varies by school	Director of Special Education Services
School Counseling (School Counselors, School Based Social Workers, SAC's)	Grades Pre-K – 12	<b>Assessing &amp; Revising the SGO for the mental health prof. The workshop will address Danielson 1F:</b> Designing Program Assessment and the ACSA standards in III-B-3. Accessing/collecting relevant data, including process, perception and outcome data to monitor and improve student behavior and achievement in III-B-3a. Reviewing and disaggregating student achievement, attendance and behavior data to identify and implement interventions as needed.	Varies by school	Director of Guidance
ROTC and Technical Subjects		Document Based Questions Initiative (DBQ) Follow up Planning Session	Varies by school	Social Studies Supervisor
Home School Liaison		Planning Informational Sessions for Parents	Varies by school	Director of Federal Funds and Guidance

		(PARCC, HS Readiness, College and Career)		
Gifted and Talented		Dr. Brown – Differentiation of Instruction – Teaching UP	Varies by school	Supervisor of Gifted and Talented
<b>February 15, 2017</b>				
<b>Department /Content Area</b>	<b>Audience</b>	<b>Activity/Topic</b>	<b>Time</b>	<b>Person Responsible</b>
Pre-Kindergarten	PreK 3-4 Teachers	Rhyming	Varies by school	Preschool Administrators and Master Teachers
English Language Arts	All K-4 Teachers	Writer’s Workshop	Varies by school	Director of C&I and Instructional Leaders
English Language Arts	Grades 5-9 LAL Teachers	Writer’s Workshop	Varies by school	Director of C&I and Instructional Leaders
English Language Arts	Grades 10-12	Data Driven Instructional Decisions: How to look at the data to determine need.	Varies by school	Director of C&I and Instructional Leaders
Social Studies	Grades 6-8 SS Teachers	Writing through the Content Areas	Varies by school	Director of C&I, Social Studies Supervisor
Social Studies 9-12	Grades 9-12 SS Teachers	State Initiatives: Amistad/Holocaust	Varies by school	Director of C&I, Social Studies Supervisor
Mathematics	Grades 5-8	Sharing “Best Practices” in the Math Classroom	Varies by school	Math Supervisor
Mathematics	Grades 9-12	Data Analysis to Drive Instruction	Varies by school	Math Supervisor
Science	Grades K-8	Pilot Materials –Review and or NGSS Review	Varies by school	Science Supervisor
Science	Grades 9-12	Using Performance Matters for Data Analysis	Varies by school	Science Supervisor
VPAM	Grades K-4	To Be Determined	Varies by school	Assistant Superintendent
VPAM	Grades 6-8	To Be Determined	Varies by school	Assistant Superintendent
VPAM	Grades 9-12	To Be Determined	Varies by school	Assistant Superintendent
Health & Physical Education	Grades K-12	Adaptive PE	Varies by school	Athletic Director
ESL	Grades K-12	ACCESS 2.0 Training	Varies by school	
Bilingual	Grades K-4	Writer’s Workshop In The ELL Classroom	Varies by school	ESL/Bil/WL Director
Bilingual	Grades 6-8	Writer’s Workshop In The ELL Classroom for grades	Varies by school	ESL/Bil/WL Director

		5-8 Language Arts (Other content area to go with their content area)		
Bilingual	Grades 9-12	Content Area PD	Varies by school	ESL/Bil/WL Director
World Languages	Grades K-12	Curriculum Review and Feedback	Varies by school	ESL/Bil/WL Director
Special Education ICRP Teachers	All grades	Orton-Gillingham Training	Varies by school	Director of Special Education Services
Special Education Teachers (LLD)	All grades	ABA Therapy/Teachtown Review (selected LLD staff)	Varies by school	Director of Special Education Services
Speech Therapists	District wide	ABA Therapy	Varies by school	Director of Special Education Services
CST members (LDTC/SSW/School Psych.)	District Wide	Mindfulness	Varies by school	Director of Special Education Services
Nurses	District Wide	Collaborating with Teaching Staff	Varies by school	Director of Special Education Services
SE Teachers POR	District Wide	Small group tiered instruction	Varies by school	Director of Special Education Services
Crisis Counselors	District Wide	LBGTI therapy	Varies by school	Director of Special Education Services
SE Paraprofessionals	District Wide	Sensitivity Training in working with SE students	Varies by school	Director of Special Education Services
Dept. of School Counseling (School Counselors & School Based Social Workers)	Grades Pre-K to 12	<b>Providing Counseling Services for Students with Specific Needs</b> – the workshop will focus on Danielson 1B – Demonstrating a knowledge of students and ASCA standard IV-A-7. Principles of working with various student populations based on characteristics such as ethnic and racial background, English language proficiency, special needs, religion, gender and income. Mini workshops will address various student	Varies by school	Director of Guidance



		populations and their specific needs.		
ROTC and Technical Subjects		State Initiatives: Amistad/Holocaust	Varies by school	Social Studies Supervisor
Home School Liaison		Home Visit Safety Protocol	Varies by school	Director of Federal Funds and Manager of Security Personnel
Gifted and Talented Teachers		Dr. Brown – Teaching Gifted Children in any Grade Level	Varies by school	Supervisor of Gifted and Talented

**March 17, 2017**

<b>Department /Content Area</b>	<b>Audience</b>	<b>Activity/Topic</b>	<b>Time</b>	<b>Person Responsible</b>
Pre-Kindergarten	PreK 3-4 Teachers	Story Telling and Retells a story	Varies by school	Preschool Administrators and Master Teachers
English Language Arts	K-4 Teachers	Writer’s Workshop	Varies by school	Director of C&I and Instructional Leaders
English Language Arts	Grades 5-9 LAL Teachers	Writer’s Workshop	Varies by school	Director of C&I and Instructional Leaders
English Language Arts	Grades 10-12	Planning Instruction Based on Data: Matching instruction and resources to need.	Varies by school	Director of C&I and Instructional Leaders
Social Studies	Grades 6-8 SS Teachers	Writing through the Content Areas	Varies by school	Director of C&I, Social Studies Supervisor
Social Studies 9-12	Grades 9-12 SS Teachers	Data Analysis: Post “Quarterly Benchmark”/Midterm Exam	Varies by school	Director of C&I, Social Studies Supervisor
Mathematics	Grades 5-12	PARCC Prep	Varies by school	Math Supervisor
Science	Grades K-8	Pilot Materials –Review and or NGSS Review	Varies by school	Science Supervisor
Science	Grades 9-12	Impacting Change through Curriculum Revisions	Varies by school	Science Supervisor
VPAM	Grades K-4	To Be Determined	Varies by school	Assistant Superintendent
VPAM	Grades 6-8	To Be Determined	Varies by school	Assistant Superintendent
VPAM	Grades 9-12	To Be Determined	Varies by school	Assistant Superintendent
Health & Physical Education	Grades K-12	Lesson Plan Development	Varies by school	Athletic Director

ESL	Grades K-12	Program Structure and Evaluation – Follow Up From September PD	Varies by school	
Bilingual	Grades K-12	Program Structure and Evaluation – Follow Up From September PD	Varies by school	ESL/Bil/WL Director
World Languages	Grades K-12	Program Structure and Evaluation	Varies by school	ESL/Bil/WL Director
Special Education ICRP Teachers	All grades	Orton-Gillingham Training Part 2	Varies by school	Director of Special Education Services
Special Education Teachers (LLD)	All grades	Achieve 3000/Mid Year Review	Varies by school	Director of Special Education Services
Speech Therapists	District wide	Working with Difficult Parents	Varies by school	Director of Special Education Services
CST members (LDTC/SSW/School Psych.)/Home School Liaison/Home Instructor	District Wide	Working with Difficult Parents	Varies by school	Director of Special Education Services
Nurses	District Wide	Self-reflection in practice	Varies by school	Director of Special Education Services
SE Teachers POR	District Wide	Classroom management techniques	Varies by school	Director of Special Education Services
Crisis Counselors	District Wide	LBGT therapy	Varies by school	Director of Special Education Services
SE Paraprofessionals	District Wide	Sensitivity Training/SE students	Varies by school	Director of Special Education Services
School Counseling (School Counselors, SAC's and School Based Social Workers)	Grades K- 12	<b>Counseling Theory &amp; Techniques in the School Setting:</b> this workshop will focus on Danielson 1A- demonstrating knowledge of school counseling theory and ASCA standards IV-A-3. Counseling theories and techniques that work in school, such as rational emotive behavior therapy, reality therapy, cognitive-behavioral therapy, Alderian, solution-focused brief counseling, person-centered counseling and family systems and IV-A-4. Counseling theories and techniques in different settings, such as individual planning, group counseling and classroom lessons will be explored in mini workshops.	Varies by school	Director of Guidance

ROTC and Technical Subjects		Data Analysis: Post “Quarterly Benchmark”/Midterm Exam	Varies by school	Social Studies Supervisor
Home School Liaison		Working with Difficult Parents	Varies by school	Director of Federal Funds
Gifted and Talented Teachers		Dr. Brown – Using Data to Drive Instruction	Varies by school	Supervisor of Gifted and Talented
<b>May 17, 2017</b>				
<b>Department /Content Area</b>	<b>Audience</b>	<b>Activity/Topic</b>	<b>Time</b>	<b>Person Responsible</b>
Pre-Kindergarten	PreK 3-4 Teachers	Math- Counts/Quantifies/Connects Numerals with Quantities	Varies by school	Preschool Administrators and Master Teachers
English Language Arts	K-4 Teachers	Writer’s Workshop	Varies by school	Director of C&I and Instructional Leaders
English Language Arts	Grades 5-9 LAL Teachers	Writer’s Workshop	Varies by school	Director of C&I and Instructional Leaders
English Language Arts	Grades 10-12	Reflecting on the use of <i>Collections</i> : How to get better use of the new textbook.	Varies by school	Director of C&I and Instructional Leaders
Social Studies	Grades 6-8 SS Teachers	Writing through the Content Areas	Varies by school	Director of C&I, Social Studies Supervisor
Social Studies 9-12	Grades 9-12 SS Teachers	Curriculum Review/Revisions (Minor for AY2017/18)	Varies by school	Director of C&I, Social Studies Supervisor
Mathematics	Grades 5-8	Year-End Reflection	Varies by school	Math Supervisor
Mathematics	Grades 9-12	Curriculum Revision	Varies by school	Math Supervisor
Science	Grades K-8	Choosing the Science Resource – Scope and Sequence	Varies by school	Science Supervisor
Science	Grades 9-12	Essential Lab Activities for High School Science	Varies by school	Science Supervisor
VPAM	Grades K-4	To Be Determined	Varies by school	Assistant Superintendent

VPAM	Grades 6-8	To Be Determined	Varies by school	Assistant Superintendent
VPAM	Grades 9-12	To Be Determined	Varies by school	Assistant Superintendent
Health & Physical Education	Grades K-12	Curriculum Development	Varies by school	Athletic Director
ESL	Grades K-4	Analysis & Review of Wonders for ELLS	Varies by school	ESL/Bil/WL Director
ESL	Grades 6-8	Analysis & Review of Cengage Learning: INSIDE	Varies by school	ESL/Bil/WL Director
ESL	Grades 9-12	Data Analysis & Review of District Assessments for ELLs	Varies by school	ESL/Bil/WL Director
Bilingual	Grades K-12	Data Analysis & Review of District Assessments for ELLs	Varies by school	ESL/Bil/WL Director
World Languages	Grades K-12	Data Analysis & Review of District Assessments	Varies by school	ESL/Bil/WL Director
Special Education ICRP Teachers	All grades	PD with content area	Varies by school	Director of Special Education Services
Special Education Teachers (LLD)	All grades	VBMAPP	Varies by school	Director of Special Education Services
Speech Therapists	District wide	Augmentative Devices	Varies by school	Director of Special Education Services
CST members (LDTC/SSW/School Psych.)/	District Wide	VBMAPP (Elementary CST)	Varies by school	Director of Special Education Services
Nurses	District Wide	Lice Diagnosis and Treatment	Varies by school	Director of Special Education Services
SE Teachers POR/District Home Instructor	District Wide	Linking the Danielson model with assessment and resources	Varies by school	Director of Special Education Services
Crisis Counselors	District Wide	Social Skills Therapy for Autistic Students	Varies by school	Director of Special Education Services
SE Paraprofessionals	District Wide	Motivating the unmotivated student	Varies by school	Director of Special Education Services

School Counseling (School Counselors, SAC's, School Based Social Workers)	Grades K-12	<b>Implementing Responsive Services for students in crisis or transition:</b> This workshop will focus on ASCA standards in IV-B-3c. Demonstrating an ability to provide counseling for students during times of transition, separation, heightened stress and critical change in IV-B-3D. Understanding what defines a crisis, the appropriate response and a variety of intervention strategies to meet the needs of the individual group or school community before, during and after crisis response	Varies by school	Director of Guidance
ROTC and Technical Subjects		Curriculum Review/Revisions (Minor for AY2017/18)	Varies by school	Social Studies Supervisor
Home School Liaison		Helping parents to motivate the unmotivated student	Varies by school	Director of Federal Funds and Director of Special Services
Gifted and Talented Teachers		Dr. Brown – Scope and Sequence – Using PBLs	Varies by school	Supervisor of Gifted and Talented

## NON-CERTIFICATED STAFF MEMBERS

DATE	PD/Activity/Topic	TIME	AUDIENCE	PERSON RESPONSIBLE
TBD	Microsoft Professional Development	Online Course	All technology support specialists	Director of Technology
TBD	Microsoft Professional Development	Online Course	District Web Developer	Director of Technology
TBD	Extreme Online Course 3 – 5 days	Online Course	District Infrastructure Manager	Director of Technology
TBD	Microsoft Professional Development	Online Course	District Systems Administrator	Director of Technology
TBD	Infinite Campus Training	Online Course	District SIS Administrator	Director of Technology
TBD	Microsoft Professional Development	Online Course	District Technology Support Manager	Director of Technology
TBD	Industry Conference 3 – 5 days	Conference	District Media Specialists (Ch34)	Director of Technology
September 2016 (staff dev. 1&2)	Mandated PD & Principal Meetings	Full Day	Administrative Assistants	Principals
October 2016	No PD – October 15, 2016 Enrollment Count	Full Day	Administrative Assistants	Principals
January 2017	School Law & Residency	1:30pm – 3:30pm	Administrative Assistants	Presenter: TBD Dr. Vivian Rodriguez
February 2017	Google Docs – Advanced	1:30pm – 3:30pm	Administrative Assistants	Presenter: TBD Dr. Vivian Rodriguez
March 2017	Effective Time Management	1:30pm – 3:30pm	Administrative Assistants	Presenter: TBD Dr. Vivian Rodriguez
May 2017	MS Excel & MS Powerpoints	1:30pm – 3:30pm	Administrative Assistants	Presenter: TBD Dr. Vivian Rodriguez

September 2016	Mandated Policy Training	9:15am – 11:00am	Transportation Staff	TBD
October 2016	Pre-Trip Inspection	9:15am – 11:00am	School Bus Drivers	Christine Kapalski
January 2017	Defensive Driving	9:15am – 11:00am	School Bus Drivers, Building & Grounds Drivers and Food Service Drivers	Christine Kapalski
February 2017	Accident Prevention Procedures	9:15am – 11:00am	School Bus Drivers and Bus Aides	Christine Kapalski
March 2017	Fire Extinguisher Training	9:15am – 11:00am	School Bus Drivers and Bus Aides	Christine Kapalski
May 2017	Proper Mirror Adjustment	9:15am – 11:00am	School Bus Drivers	Christine Kapalski
September 2016	S.O.R.A. recert. CPR/AED/First Aid	Full Day	Security	MGR Security
October 2016	Tactical Medical Response or/and Physical restraint for new hires	Full Day	Security	MGR Security
November 14, 2016	Bleeding Control For the Injured	8:00am-12:00pm & 1:00pm-5:00pm	Security	Presenter: Tech. Line Technologies, Inc. MGR Security
January 2017	Lockdown procedures	1:30pm-3:30pm	Security	MGR Security
February 2017	Google docs	1:30pm-3:30pm	Security	MGR Security
March 2017	Physical restraint refresher	1:30pm-3:30pm	Security	MGR Security

May 2017	NJDOE Online EOP- large events	1:30pm- 3:30pm	Security	MGR Security
September 2016	All staff reports to their schools for cleaning and receiving of inventory for start of school.  Mandated Training for New Staff	All Day	Food Service Staff	Tim Linden  Building Principal
October 2016	Civil Rights compliance training. HACCP training	10am – 2pm	Food Service Staff	Tim Linden
January 2017	Professional Standards	9:00am – 10:00 am	Food Service Staff	Tim Linden
February 2017	Professional Standards	9:00am – 10:00 am	Food Service Staff	Tim Linden
March 2017	Professional Standards	9:00am – 10:00 am	Food Service Staff	Tim Linden
May 2017	Professional Standards	9:00am – 10:00 am	Food Service Staff	Tim Linden
August 2016	Mandatory Compliance Training	1 Day – TBD	All Custodians & Maintenance	Presenter: NJ Schools Board Insurance Group  Mario Cofini
September 2016	Mandated Trainings for New Staff	All Day	New Custodians & Maintenance	Mario Cofini Building Principal
October 2016	Back Injury & Lifting: Custodial & Maintenance  Chemical Spills Overview  Electrical Safety: Complete	TBD	All Custodians & Maintenance	Presenter: SafeSchools Training  Mario Cofini
January 2017	Energy Conservation Eye & Face Protection Fire Extinguisher Safety	TBD	All Custodians & Maintenance	Presenter: SafeSchools Training  Mario Cofini



February 2017	General Safety Orientation  Hazard Communications: Right to Know  Hearing Loss Prevention	TBD	All Custodians & Maintenance	Presenter: SafeSchools Training  Mario Cofini
March 2017	Integrated Pest Management  Ladder Safety  Lead Safety Awareness	TBD	All Custodians & Maintenance	Presenter: SafeSchools Training  Mario Cofini
May 2017	Personal Protective Equipment (PPE)  Playground Maintenance & Inspection  Slips, Trips & Falls: Custodians, Maint. & Facilities	TBD	All Custodians & Maintenance	Presenter: SafeSchools Training  Mario Cofini