



Professional Development Plan

2018-2019

Middlesex County

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Perth Amboy Public Schools Professional Development Plan 2018 – 2019

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Daisy Rodriguez

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2018 – 2019 Professional Development Plan

2018-2019 SciP Teams (School Improvement Panels):

Perth Amboy High School: Daisy Rodriguez, Dr. Ashanti Holley, Yolanda Gomez, Luis Ortega, Fred Geardino, Althea Rogers-Baker, Dr. Courtney Pepe, Carol Wenk, Stacy Lemongelli, Samuel Cerritos, Ana Gregorio, Janet Greve, Janette Rosario, Michael Wieczorek, Colin Worthley

McGinnis Middle School: Melissa España-Rodriguez, Robyn Carrera, David Loniewski, Jillian Grimm, Maha Swithers, Ana Lebron, Kathleen Meier, Ali Rodriguez, Rite Naviello, Lindsey Tisch, Kristin Weyrick

Shull Middle School: Dr. Rosario Casiano, Joanna Joaquin, Mary Guba, Marie Bermudez, Justina Santiago, Joel Troche, Janet Sabine, Alicia DiPietro, Alex Kaplan, Indhira Estevez, Jessica Perez, Lorian Harris, Monaliza Suarez, Alison Szpyhulsky, MaryBeth Vizzacchero

Dual Language School: Jose Santos, Maribel Arce, Candida Gonzalez, Maria Gonzalez, Kimberly Macomber, Karen Moreno-Gold, Emma Redondo-Chicharro, Bryan Smith, Patricia Tapia

Wilentz Elementary School: Ronald L. Anderson, Noemi Natal-Villegas, Rosalie LaRosa- Anstett, Diana Franco, Jamie Esposito, Jessica Boyd, Janet Bloss, Laura Toto, Lauren Bradley, Rosanna Wieme, Jennifer Spina, Patricia Paradiso, Maria Hornlein

Patten Elementary School: Chris Garrick, 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: Brian Rivera, Merita Euell, Myra McDonald, Jasmin Molleda, Kimberly Massimino, Anissa Rubenstein, Jenna Giordano, Yamilka Van Ihsem

Flynn Elementary School: Dr. Regina Postogna, Sylvia Leon, Ruth N. Jurado, Judith Lazor, Christine McGeehan, Melanie Ortiz, Adriana Silva, Stephanie Valencia, Erika Stinson, Katelyn Frevert.

Richardson Elementary School: Edwin Nieves, Ronald Mascenik, Michael Adler, Lori Kivowitz, Lynn Audet, Julia Eia, Jean Franza, Douglas Grimm, Jamie Ponte, Candace Caccavale, Bertha Struhala, Janet El-Maraghy, Cristina Cricco, Doris Varela

Hmieleski Pre-School: Dr. Gerarda Mast, Jessica Greco, Renee Sullivan, Kimberly Burt, Lissette Pacheco, Johanna Roman

Ignacio Cruz Pre-School: Susan Roque, Lilliané Cruz-Argemil, Lynda Alfano, Gerardo Matta-Molina, Michelle McEnerney, Lisa DeWise, Nicole Gerarda

School 7: Susan Roque, Lilliané Cruz-Argemil, MaryJo Sperlazza, Kimberly Dalton, Anastasia Haniotis, Kerry Raslowsky

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District Name	Superintendent Name	Plan Begin/End Dates
Perth Amboy School District	Dr. David Roman	July 1, 2018- June 30, 2019

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 2018-2019 school year during:

- Summer months
- Three professional development days built into the district calendar – September and October 2018
- Four in-service ½ day professional development days built into the district calendar – January, February, March, and May 2019
- Three School-Based After School Staff Meetings per month – One 60 minute session and two 45 minutes sessions
- Embedded PLC time
- 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.

The list below captures the district's professional development goals:

- 1. NJSL - Content Area Focus**
- 2. Social Emotional Learning - Code of Conduct**
 - a. Responsive Classroom - K-4
 - b. SWAG - 5-8 (PBSIS)
 - c. PRIDE - 9-12 (PBSIS)
- 3. Bilingual Education - Sheltered English Instruction (SIOP)**
- 4. Special Education**
- 5. Mathematics Instruction - 3-12**
- 6. Mentoring Program**

1: Professional Learning (PL) Goals

Goal No.	Goals	Identified Group	Rationale/Sources of Evidence
1	<p>New Jersey Student Learning Standards:</p> <p>To provide professional development to teachers and administrators in all content areas to align instruction with the New Jersey Student Learning Standards (NJSL) and to support the implementation of all district approved programs with a focus on:</p> <ul style="list-style-type: none"> ● Writing ● Mathematics ● Data Analysis ● Technology Integration ● Science - NGSS 	Principals, Vice-Principals, Directors/Supervisors, Instructional Leaders, Teachers	<ul style="list-style-type: none"> ● The NJSL require the integration of reading and writing in the content areas. ● New or updated aligned curriculum to the NJSL and NGSS instructional shifts and expectations. ● Research indicates that there is a correlation between reading and writing literacy; therefore, both reading and writing need an equal focus to improve student learning and achievement. ● District Teacher evaluation and walk-through data indicate a need for teachers to increase their content knowledge and pedagogy in their content area. ● District and school student data (DRA, STAR, PARCC, NJASK Science and benchmark data) indicate that students are lacking the required skills necessary to meet or exceed the New Jersey Student Learning Standards. ● More than 50% of students are below grade level expectations in reading and math ability ● Teacher and administrator feedback indicates a need to provide professional development on strategies for teachers to better implement best practices and design coherent instruction in their content area.
2	<p>Social Emotional Learnings/Code of Conduct:</p> <p>To provide provide professional development to administration and staff on Social and Emotional Learning (SEL) and the new code of conduct. SEL refers to the process by which children and adults acquire and effectively apply the knowledge, attitudes, and skills necessary to do the following: understand and manage emotions; set and achieve positive goals; feel and</p>	Principals, Vice-Principals, Directors/Supervisors,	<ul style="list-style-type: none"> ● PARCC Scores ● Chronic Absenteeism Data ● Discipline Referrals ● Graduation Cohort Retention

	show empathy for others; and make responsible decisions. Students in SEL programs are more likely to attend school and receive better grades, and are less likely to have conduct problems. Successful infusion of SEL can result in positive behaviors, increased academic success, and caring communities.		
3	<p>Bilingual Education:</p> <p>To provide professional development to teachers and administrators on Sheltered Instruction to build capacity across the district to reduce the achievement gap of ELs</p>	Principals, Vice-Principals, Directors/Supervisors, Instructional Leaders, Teachers	<ul style="list-style-type: none"> • To comply with new Federal and NJDOE ESSA requirements for ELD for ELs. • To provide teachers and administrators with best practices in the instruction of ELs to ensure content and language development.
4	<p>Special Education:</p> <p>To provide professional development to teachers and administrators on disaggregated special education data (“the subgroup within the subgroup”) in an effort to increase student performance; continue to improve special education programs; and, to reduce the achievement gap.</p>	Principals, Vice-Principals, Directors/Supervisors, Instructional Leaders, Teachers, Paraprofessionals	<ul style="list-style-type: none"> • District and student special education data (ie., DRA, STAR, PARCC, DLM, NJASK Science, and benchmark data) indicate that the special education subgroup is lacking the required skills necessary to meet or exceed the New Jersey Student Learning Standards. • Share disaggregated special education data to address the achievement gap and to create more LRE opportunities. • To provide teachers and administrators with best practices in the instruction of special education students to ensure content and language development, inclusivity, and progress monitoring.

<p>5</p>	<p>Mathematics Instruction Grades 3-12:</p> <p>To provide professional development to teachers and administrators on Tiered Instruction, Rigor and Real World Application, Vertical Articulation, Data Driven Instruction and Technology Infusion to increase student performance on NJSL assessment and reduce student achievement gaps across all cohorts.</p>	<p>Principals, Vice-Principals, Directors/Supervisors, Instructional Leaders, Teachers</p>	<ul style="list-style-type: none"> ● Research shows that students who receive extended math instructional time through a distributed learning process develop long-term standard mastery in multivariate application. ● Surveys of professional in math related fields indicate that first-year credit-bearing mathematics courses validate the importance of rigor in instruction. Research indicates it is not enough for students to know how to perform mathematical procedures by rote. They must be able to use those concepts to solve problems. ● A math lesson design that uses interactive technology allows for higher levels of scaffolding (DeVita, Verschaffel, & Elen, 2014). Instructional scaffolding, vertical articulation and data drive instruction helps to bridge learning gaps, identifying what students learned and what they were expected to comprehend. Leveraging technology infused instruction within the core curriculum facilitates monitoring and tracking student progression to standard mastery.
<p>6</p>	<p>Mentoring Program:</p> <p>To provide professional development and mentoring to new teachers for the 2018-2019 school year</p>	<p>Principals, Vice-Principals, Directors/Supervisors, Instructional Leaders, Teachers</p>	<ul style="list-style-type: none"> ● Research shows that having well-structured and well-planned new teacher orientation ensures teachers startup the year more confident on what they have to do as they have the necessary supports in place. ● 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.

2: Professional Learning Activities

PL Goal No	Initial Activities	Follow-up Activities (as appropriate)
1.	<p>New Jersey Student Learning Standards:</p> <ul style="list-style-type: none"> ● On-site staff Training on Writer’s Workshop and Units of Study through our continuation of Columbia University Writer’s Workshop program (K-9) and Spring Board for College Board (10-12). ● Implement professional development and coaching on the standards of mathematical practice to promote student math achievement ● Implement training and professional development on meaningful ways to conduct data analysis ● Implement professional development on technology integration at the administration level to best support implementation at the classroom level. ● Continue Modeling/Coaching of effective instructional practices as it applies to different content areas ● 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 instructional shifts entailed by the NJSL and NGSS. 	<ul style="list-style-type: none"> ● Continued and sustained professional development and in the classroom coaching in writing instruction during PLCS, Department Meetings, and classroom visits. ● Continued and sustained professional development and in the classroom coaching on Mathematical Practice instruction in PLCS, Department Meetings, and classroom visits. ● Continued support in the implementation of the NGSS in grades K-12 ● Continued and sustained professional development and coaching on meaningful ways to look at data and data analysis ● Data analysis and interpretation at the classroom, school, and district level ● Ongoing training and professional development for staff on exemplary strategies and practices in all content areas ● Follow-up support for district adopted programs during PLC meetings, specific for grade levels ● Peer visitations and debrief sessions with colleagues ● Conduct walkthroughs to ensure instructional frameworks and expectations are implemented with fidelity and consistency throughout the schools and district
2	<p>Social Emotional Learnings/Code of Conduct:</p> <ul style="list-style-type: none"> ● Summer professional development for administration and student support teams ● New School Year Convocation Kick Off of Social Emotional Learning ● Professional Development Day 2 - Half Day Training on Establishment of School Expectations through the SEL District Programs 	<ul style="list-style-type: none"> ● Sustained PD for Student Support Team Members and School Safety Teams on utilizing demographic data to drive school climate initiatives and programs

	<ul style="list-style-type: none"> ● Training and guidance for administrators and staff to effectively deliver programming, student activities, and increase student participation and attendance through the House Model Grades 5-9 and Responsive Classroom at Grades K-4 ● Offer proactive programs and classes to provide positive behavioral support to students through student convocations, support courses, pep rallies, and assemblies ● AVID will be expanded to 10th grade and continue its implementation in grades 6-9 ● Administrators and staff will attend the AVID Summer Institute 	<ul style="list-style-type: none"> ● Ongoing training for administrators and staff on HIB Process and procedures as well as HIB prevention ● Establish teams/committees to develop activities that place more emphasis on common language regarding college and career readiness and social and emotional development ● Monitor and support with the implementation of AVID and responsive classroom strategies
3	<p>Bilingual Education:</p> <ul style="list-style-type: none"> ● Initial training over the summer for a cohort of teachers on SIOP through LLAMAME ● Training for administrators on SIOP through Danielson ● Initial training for new staff at DLS and for all DL staff on the latest practices for DL instruction (DER Consultants) ● Continue the work with WL faculty on how to use NJSLS for WL in their lesson planning and their development of assessment tools. 	<ul style="list-style-type: none"> ● Sustained PD through PLCs and on PD days for staff to develop activities and adaptations associated with Sheltered Instruction ● Monitor and support the implementation of these strategies/adaptations through PLCs, walkthroughs, and formal observations ● Sustained and continued support through DER to all DL instructors in grades P-6 ● Continue to work on how to utilize the NJSLS for WL and how to correlate them to the NJSLS for ELA to promote biliteracy development.
4	<p>Special Education:</p> <ul style="list-style-type: none"> ● Summer PD for Administrators, Child Study Team, Teachers, and Support Staff on Special Education Programs and Subgroup Data. ● Department of Special Services and Department of School Counseling Re-Organization to support student achievement. ● Professional Development/Inservice Days, Administrative Retreat, New Staff Orientation, and Department Meetings to continue Subgroup Focus. 	<ul style="list-style-type: none"> ● Ongoing training for administrators and staff on Special Education Procedures, Programs, and Subgroup Data. ● Reorganize and/or reestablish CST, PIRT, and Support Teams at each level to support student achievement. ● Monitor and report on Special Education Subgroup data performance on DRA, STAR, Benchmarks, and PARCC/DLM. ● Focused Walkthroughs on Special Education Programs.

<p>5</p>	<p>Math Initial Steps: Grades 3-12:</p> <ul style="list-style-type: none"> - Implement professional development and coaching on the Three-Tier Instructional Model to develop teachers capacity to enhance content knowledge and differentiated instruction while maximizing the effectiveness of the implementation of two 45 minute periods (Grades 3-4) - Provide training in the utilization of data by analyzing student performance (PARCC, Benchmarks, STAR, etc...) on content knowledge to identify cohorts (SpEd, Bilingual and G&T) and provide targeted instruction aligned to the NJSLs - Enhance instructional practice through professional development and PLC's to support coherence and vertical alignment creating a consistent and connected approach across grade level standards. - Provide professional development administrators and teachers on math instructional best practices supported by walkthroughs, instructional rounds and peer visitations. Develop opportunities to share best mathematical strategies across district faculty. - Training on technology platforms: ALEKS, iReady and Dreambox, TI-84 Calculators 	<ul style="list-style-type: none"> ● Continued and sustained professional development through coaching at the classroom level on instructional best practices ● Conduct walkthroughs to ensure instructional frameworks and expectations are implemented with fidelity and consistency throughout the schools and district ● Observation and evaluation feedback and data analysis ● Facilitate instructional rounds / peer visitations for teachers to learn from each other ● Ongoing support provided in PLCs, Department Meetings, and classroom visits.
<p>6</p>	<p>New Staff Orientation 2018: Professional development for new staff on district procedures, resources, expectations, curriculum, MyLearningPlan Evaluation Platform, Danielson Framework for Effective Teaching, programs, and initiatives: -Writer's Workshop -DRA2 -MyLearningPlan/Danielson Framework for Teaching -Math and Literacy Frameworks</p>	<ul style="list-style-type: none"> ● Ongoing coaching and support provided at the classroom level ● Walkthrough feedback ● Observation and evaluation feedback and data ● Staff meetings and professional development ● Meeting between mentors and mentees

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:
 - Reading Disabilities/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
 - Potentially Missing/Abused Children Reporting
 - Electronic Violence and Vandalism Reporting System (EVVRS)
 - Recognition of Substance Abuse
 - Janet's Law /AED
 - Asthma, Blood Borne Pathogens, Communicable Diseases, use of Nebulizer and Diabetic Student Health Plan
 - Glucagon and Epinephrine Administration
 - General Student Needs Recognition
 - Alcohol, tobacco and other drug prevention and intervention
 - Career and Technical Education
 - Lyme Disease
 - Educator Evaluation for teachers and staff conduction observations of teachers and school administrators
 - Interscholastic Athletic Head Injury Safety, Cardiac Assessment PD Module for student-athletes and school physician
 - Ethics, Law, Governance, Harassment, Intimidation, and Bullying
 - Equity and Affirmative Action
 - Integrated Pest Management
 - Teacher Mentor Training
 - Bilingual Education Inservice Training
 - Special Education Training
 - Preschool Training
 - I&RS Referral
 - NJ Smart

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

2018-2019 data analysis and feedback from SciPs and DEAC committees have revealed priority professional development areas related to literacy development, successful implementation of the NJSLS and AchieveNJ in all content areas. High quality learning experiences are necessary to support effective teaching and learning.

Signature:

_____ **Superintendent Signature**

_____ **Date**

2018-2019 Programmatic Pre-Kindergarten Professional Development Calendar

In-service Professional Development Days – four half day sessions (January, February, March, and May 2019)

Staff Meetings 1, 2, and 3 as it applies –

September 2018				
Date	Activity/Topic	Time	Audience	Persons Responsible
September 4, 2018– AM	Superintendent Convocation	Time will vary based on convocation schedule	All Staff PreK-12	Superintendent, Building Principals, Director of Guidance, Director of Personnel & Evaluation
	Staff /Faculty Meeting: Welcome – School/District Procedures, initiatives and Expectations			
September 4, 2018 -After School	Preschool Parent Orientation	4:00 PM - 7:00 PM	All Pre-K Staff	Building Principals
September 5, 2018 -AM/PM	Pre-K Mandated PD	Times will vary (AM/PM)	Pre-K Staff	Director of Personnel and Evaluation
September 5, 2018 -AM/PM	District Mandated Trainings: -Electronic Violence and Vandalism Reporting System (EVVRS) - Integrated Pest Management - I&RS Referral - Lyme Disease - SGOs	Times will vary (AM/PM)	Pre-K Staff	Director of Curriculum & Instruction, District Supervisors
45 minutes	Regular Staff Meeting	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor
45 minutes	PLC	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor

60 minutes	PLC	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor, PIRT Team
October 2018				
October 8, 2018 -AM	Pre-School Training - ECERS Refresher	9:00am-11:30am	All Pre-K Staff	Building Principal and Pre-K Supervisor
October 8, 2018 -PM	Data Analysis & SGOs	12:30pm-3:00pm	All Pre-K Staff	Building Principal and Pre-K Supervisor
45 minutes	Regular Staff Meeting	After School	All Pre-K Staff	Building Principal, Pre-K Supervisor, and Master Teacher
45 minutes	PLC	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor
60 minutes	PLC	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor
November 2018				
45 minutes	Regular Staff Meeting	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor
45 minutes	PLC - Give Time back for parent conferences	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor
60 minutes	PLC	After School	All Pre-K Staff	Building Principal
December 2018				
45 minutes	Regular Staff Meeting	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor
45 minutes	PLC	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor
60 minutes	PLC	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor
January 2019				
January 10, 2019	Social Emotional Learning	PM	All Pre-K Staff	Building Principal and Pre-K Supervisor

45 minutes	Regular Staff Meeting	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor
45 minutes	Time given back to compensate for ½ day PD day			
60 minutes	PLC	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor
February 2019				
February 21, 2019	Math	PM	All Pre-K Staff	Building Principal and Pre-K Supervisor
45 minutes	Regular Staff Meeting	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor
45 minutes	Time given back to compensate for ½ day PD day			
60 minutes	Social Emotional Learning	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor
March 2019				
March 14, 2019	½ Day PD	½ Day PD	All Pre-K Staff	Building Principal and Pre-K Supervisor
45 minutes	Regular Staff Meeting	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor
45 minutes	Time given back to compensate for ½ day PD day			
60 minutes	Social Emotional Learning	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor
April 2019				
45 minutes	Regular Staff Meeting	After School	All Pre-K Staff	Nurses
45 minutes	Social Emotional Learning	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor
60 minutes	PLC - Kindergarten Readiness	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor
May 2019				
May 15, 2019	½ Day PD Mandated PD - Online Modules	PM	All Pre-K Staff	Building Principal and Pre-K Supervisor
45 minutes	Regular Staff Meeting	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor

45 minutes	Time given back to compensate for ½ day PD day			
60 minutes	TSGold Data Collection and Review	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor

June 2019				
45 minutes	Regular Staff Meeting	After School	All Pre-K Staff	PIRT Team
45 minutes	PLC - Planning for the upcoming School Year	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor
60 minutes	PLC - End of the Year Data Review	After School	All Pre-K Staff	Building Principal and Pre-K Supervisor

On-line Professional Development		
<i>The following required Professional Development are available on-line and must be completed by May 6th of the current school year.</i>		
Title of Workshop	Audience	Persons Responsible
Suicide Prevention – Module: “Youth Suicide Awareness and Prevention” (40 min)	School Counseling and Referral Services	Building Principal & Director of Guidance
HIB Prevention – Module: Bullying Recognition and Response” (30 min)	School Counseling and Referral Services	Building Principal & Director of Guidance
Alcohol, Tobacco, and Other Drug Prevention and Intervention – Module: “Student and Drug Alcohol Abuse” (30 min)	School Counseling and Referral Services	Building Principal & Director of Guidance
Potentially Missing Abused Children Reporting – Module: “Child Abuse Mandatory Reporting” (20 min)	School Counseling and Referral Services	Building Principal & Director of Guidance

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 1st of the current school year:

Title of Workshop	Audience	Persons Responsible
School Safety Teams	PD for school safety team members	Building Principal
Use of Nebulizer	PD for certified school nurses or other persons authorized to administer asthma medication	Building Principal Supervisor of Nurses
Diabetic Student Health Plan	PD/training for appropriate staff members in the care of students with diabetes	Building Principal Director of Special Services
School Nurse Delegate for Glucagon	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 Supervisor of Nurses
Training of Delegates for Epinephrine Administration	PD for selected and recruited, appropriate staff members who volunteered to administer epinephrine medication	Building Principal Supervisor of Nurses
Integrated Pest Management	PD/training for appropriate staff members and school community members to learn about potential pest problems	Director of Building & Grounds

2018-2019 Programmatic Grades K-4 Professional Development Calendar

In-service Professional Development Days – Four half day sessions (January, February, March, and May 2019)

In-Service Day 1, 2, (September 4th and 5th, 2018)

In-Service Day 3 (October 8, 2018)

Two 45 minute Staff Meetings a month (September, October, November, December 2018, and April and June 2019)

One 45 minute Staff Meeting a month (January, February, March, and May 2019) due to half day In-service PD

Additional PD days

Grade Level: **K-4**

July 2018				
July 13, 2018	Arts Alignment & Development of Common Benchmark Assessments	Full Day	Grades K-4	Supervisor of VPAM Directors of C&I
July 16-17, 2018	Crisis Prevention Institute (CPI) Training	Full Day	Grades K-12	Director of Special Education
July 23-27, 2018	NGSS Summer Institute	Full Day	Grades K-12 Science Teachers	Supervisor of Science Directors of C&I
July 23-26, 2018 July 30-August 2, 2018	Responsive Classroom	Full Day	Grades K-4 Selected Teachers	Director of Guidance
July 30-August 2, 2018	Sheltered English Instruction (SIOP)	Full Day	Grades K-12	Director of ESL/Bilingual Education
August 2018				
August 6-9, 2018	Summer SAMR Institute	Full Day	Grades 3-4 G&T, Honors & Technology Teachers	Supervisor of Technology Directors of C&I
August 6-10, 2018	NGSS Summer Institute	Full Day	Grades K-12 Science Teachers	Supervisor of Science Directors of C&I
August 6-9, 2018 August 13-16, 2018	Responsive Classroom	Full Day	Grades K-4 Selected Teachers	Director of Guidance
August 2018	Dual Language	Full Day	Grades K-6 Selected Teachers	Director & Supervisor of Bilingual/ESL &

				World Languages
August 14 & 16, 2018	Crisis Prevention Institute (CPI) Training	8:30 a.m. 3:00 p.m.	Grades K-12	Director of Special Education
September 2018				
September 4, 2018 AM /PM	<p>Superintendent Convocation</p> <hr/> <p>Staff /Faculty Meeting: Welcome – School/District Procedures, initiatives and Expectations</p> <p>District Mandated Trainings:</p> <ul style="list-style-type: none"> - School Safety - Code of Conduct -Recognition of Student Substance Abuse -Potentially Missing /Abused Children -Equity and Affirmative Action - Bloodborne pathogens - Communicable Diseases / AED 	Time will vary based on convocation schedule	All Staff PreK-12	Superintendent, Building Principals, Director of Guidance, Director of Personnel & Evaluation
September 5, 2018 AM	Code of Conduct (Responsive Classroom)	8:30 a.m. - 11:30 a.m.	All Staff K-4	Director of Guidance
September 5, 2018- PM	Grades K-2 - Science PD Grades 3-4 - Math PD	12:30 p.m. – 3:00 p.m.	All Staff K-4	District Supervisors of Science and Social Studies Directors of C&I
45 minutes	<p>Regular Staff Meeting</p> <p>District Mandated Trainings:</p> <ul style="list-style-type: none"> -Electronic Violence and Vandalism Reporting System (EVVRS) 	After School	All Staff K-4	Building Principals

	<ul style="list-style-type: none"> - Educator Evaluation for teachers and staff - Integrated Pest Management - I&RS Referral - Lyme Disease - SGOs 			
45 minutes	PLC	After School	All Staff K-4	Building Principals
60 minutes	PLC - Social Emotional Learning	After School	K-4 Staff	Building Principals
	<p align="center">**Department Mandated Meetings**</p> <p align="center">Topics as needed (ESL/WL/Bil, Sp. Services, Athletic, Counseling, VPAM, Technology, Nurses)</p>	After School	Selected Department Staff members	District Directors & Supervisors
October 2018				
October 8, 2018 -AM	Grades K-2 - Science PD Grades 3-4 - LAL PARCC PD	9:00 am - 11:30 am	All K-4 Staff	Director of C&I Supervisors, Building Principals
October 8, 2018 -PM	Grades K-2 - Science PD Grades 3-4 - Math PARCC PD	12:30 pm – 3:00 pm	All K-4 Staff	Director of C&I Supervisors, Building Principals
45 minutes	Regular Staff Meeting SGOs	After School	All Staff K-4	Building Principals
45 minutes	PLC	After School	All Staff K-4	Building Principals
60 minutes	PLC - Social Emotional Learning	After School	K-4 Staff	Building Principals
November 2018				
45 minutes	Regular Staff Meeting	After School	All Staff K-4	Building Principals
45 minutes	PLC	After School	All Staff K-4	Building Principals

60 minutes	PLC - Social Emotional Learning	After School	All Staff K-4	Building Principals
December 2018				
45 minutes	Regular Staff Meeting	After School	All Staff K-4	Building Principals
45 minutes	PLC	After School	All Staff K-4	Building Principals
60 minutes	PLC - Social Emotional Learning	After School	All Staff K-4	Building Principals
	<p style="text-align: center;">**Department Meetings** Topics as needed (ESL/WL/Bil, Sp. Services, Athletic, Counseling, VPAM, Technology, Nurses) *Amistad as applicable (K-4) **Holocaust: Day of Remembrance 1-27-19</p>	After School	Selected Department Staff members	District Directors & Supervisors
January 2019				
January 10, 2019	Dyslexia Mandated PD	PM – Times vary by school	All Staff K-4	Director of Special Education
45 minutes	Regular staff meeting	After School	All Staff K-4	Building Principals
45 minutes	Time given back to compensate for ½ day PD day			
60 minutes	PLC - Social Emotional Learning	After School	All Staff K-4	Building Principals
February 2019				
February 21, 2019	Grades K-2 - Science PD	PM – Times vary by school	All Staff K-4	Supervisors Directors of C&I
	Grades 3-4 - LAL/Math PARCC PD			
45 minutes	Regular staff meeting	After School	All Staff K-4	Building Principals
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	PLC - Social Emotional Learning	After School	All Staff K-4	Building Principals
March 2019				

March 14, 2019	Edcamp (Building based) - FOCUS: ESL/Bilingual	PM – Times vary by school	All Staff K-4	District Administrators
45 minutes	-Regular Staff Meeting	After School	All Staff K-4	Building Principals
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	PLC - Social Emotional Learning	After School	All Staff K-4	Building Principals
April 2019				
45 minutes	-Regular Staff Meeting	After School	All Staff K-4	Building Principals
45 minutes	PLC	After School	All Staff K-4	Building Principals
60 minutes	PLC - Social Emotional Learning	After School	All Staff K-4	Building Principals
	Department Meetings Topics as needed (ESL/WL/Bil, Sp. Services, Athletic, Counseling, VPAM, Technology, Nurses)	After School	Selected Department Staff members	District Directors & Supervisors
May 2019				
May 15, 2019	-½ Day PD	PM – Times vary by school	All Staff K-4	District Administrators
45 minutes	-Regular Staff Meeting	After School	All Staff K-4	Building Principals
45 minutes	-Time given back to compensate for ½ day PD day			
60 minutes	PLC - Social Emotional Learning	After School	All Staff K-4	Building Principals
June 2019				
45 minutes	-Regular Staff Meeting	After School	All Staff K-4	Building Principals
45 minutes	PLC	After School	All Staff K-4	Building Principals

60 minutes	PLC -Social Emotional Learning	After School	All Staff K-4	Building Principals
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On-line Professional Development		
<i>The following required Professional Development are available on-line and must be completed by May 6th of the current school year.</i>		
Title of Workshop	Audience	Persons Responsible
Suicide Prevention – Module: “Youth Suicide Awareness and Prevention” (40 min)	School Counseling and Referral Services	Building Principal & Director of Guidance
HIB Prevention – Module: Bullying Recognition and Response” (30 min)	School Counseling and Referral Services	Building Principal & Director of Guidance
Alcohol, Tobacco, and Other Drug Prevention and Intervention – Module: “Student and Drug Alcohol Abuse” (30 min)	School Counseling and Referral Services	Building Principal & Director of Guidance
Potentially Missing Abused Children Reporting – Module: “Child Abuse Mandatory Reporting” (20 min)	School Counseling and Referral Services	Building Principal & Director of Guidance

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 1st of the current school year:</i>		
Title of Workshop	Audience	Persons Responsible
School Safety Teams	PD for school safety team members	Building Principal
	PD for certified school nurses or other	Building Principal & Director of

Use of Nebulizer	persons authorized to administer asthma medication	Special Services/Nurses
Diabetic Student Health Plan	PD/training for appropriate staff members in the care of students with diabetes	Building Principal Director of Special Services
School Nurse Delegate for Glucagon	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 Supervisor of Nurses
Training of Delegates for Epinephrine Administration	PD for selected and recruited, appropriate staff members who volunteered to administer epinephrine medication	Building Principal Supervisor of Nurses
Integrated Pest Management	PD/training for appropriate staff members and school community members to learn about potential pest problems	Director of Building & Grounds

2018-2019 Programmatic Grades 5-8 Professional Development Calendar

In-service Professional Development Days – four half day sessions (January, February, March, and May 2019)

In-Service Day 1, 2, (September 4th and 5th, 2018)

In-Service Day 3 (October 8, 2018)

One 45 minute house meeting or Academic Department meeting a month

One 45 minute faculty meeting a month

Two 30 minute PLC meetings a month

Grade Level: 5-8

July 2018				
Date	Activity/Topic	Time	Audience	Persons Responsible
July 13, 2018	Arts Alignment & Development of Common Benchmark Assessments	Full Day	Grades K-4	Supervisors
July 16-17, 2018	Crisis Prevention Institute (CPI) Training	8:30 a.m. 3:00 p.m.		Director of SPED
July 23-27, 2018	NGSS Summer Institute		Grades K-12 Science Teachers	Supervisor of Science
July 25-26, 2018	AVID Site Team	9 am -12 pm	Site Teams	Director of Counseling
July 2018	AVID	Full Day	Site Teams	Director of Guidance
July 2018	Amistad Summer Institute for Teachers	Four Full Days	Selected Teachers 5-8	Director of Curriculum & Instruction, Supervisor
July 30-August 2, 2018	SIOP	Full Day	Gen Ed. Teacher	Director and Supervisor of ESL/Bilingual
July 30-August 2, 2018	Sheltered English Instruction (SIOP)	8 am - 3 pm		Director and Supervisor of ESL/Bilingual
August 2018				
August 6-9, 2018	Summer SAMR Institute	9 am- 3 pm	G&T, Honors & Technology Teachers	Supervisor of Tech

August 6-10, 2018	NGSS Summer Institute		Grades K-12 Science Teachers	Supervisor of Science
August 14-15, 2018	AVID	Full Day	AVID Content Teachers	Director of Guidance
August 14 & 16, 2018	Crisis Prevention Institute (CPI) Training	8:30 a.m. 3:00 p.m.		Director of SPED
August 2018	Home Grown Institute - Columbia University	Full Day	Selected K-9 Teachers	Director of Curriculum & Instruction, and District Supervisors
August 2018	Dual Language	Full Day	Selected K-6 Teachers	Director & Supervisor of Bilingual, ESL & World Languages
September 2018				
September 4, 2018– AM/PM	Superintendent Convocation	Times will vary (AM/PM)	All Staff 5-8	Superintendent, Building Principals, Director of Guidance, Director of Personnel & Evaluation
	Staff Meeting – Welcome – School and District Procedures and Expectations District Mandated Trainings: - School Safety - Code of Conduct - Recognition of Student Substance Abuse - Potentially Missing /Abused Children - Equity and Affirmative Action - Bloodborne pathogens - Communicable Diseases / AED			
September 5, 2018- AM / PM	Department Meeting	Times will vary (AM/PM)	All Staff 5-8	Director of Personnel & Evaluation, Building Principal
September 5, 2018- AM / PM	Code of Conduct SWAG Infinite Campus	Times will vary (AM/PM)	All Staff 5-8	Director of Curriculum & Instruction, District Supervisors
House Meeting 45 minutes	General information for beginning of year	After school	All Houses	Building Principal, House leaders,

	-Procedures/protocols - Beginning of the year house agendas			Vice-Principals
Staff Meeting 45 minutes	Staff Meeting District Mandated Trainings: -Electronic Violence and Vandalism Reporting System (EVVRS) - Educator Evaluation for teachers and staff - Integrated Pest Management - I&RS Referral - Lyme Disease - SGOs	After School	All Staff 5-8	Guidance/Building Principals
PLC Meeting 1 30 minutes	PLC -Social Emotional Learning	During School	All Staff 5-8	District Supervisors, Building Principal and PLC Leaders
PLC Meeting 2 30 minutes	PLC	During School	All Staff 5-8	District Supervisors, Building Principal and PLC Leaders
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer's Workshop -Math -Science -AVID -Writing through the content areas -CPI	During School	5-8 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance and District Supervisors
October 2018				
October 8, 2018	As Appropriate: -SIOP -Math PD -Literacy - Code of Conduct	9:00 am -11:30 am	All Staff 5-8	District Directors, Supervisors and Building Principals
PLC Meeting 30 minutes	PLC	During School	All Staff 5-8	District Supervisors, Building Principal and PLC Leaders

House Meeting 45 minutes	-Social Emotional Learning and Appropriate house topics as needed	After School	All Staff 5-8	Building Principal, House leaders & VPs
PLC Meeting 30 minutes	PLC -	During School	All Staff 5-8	District Supervisors, Building Principal and PLC Leaders
Staff Meeting Time may be cut short due to PD	-Regular Staff Meeting	After School	All Staff 5-8	Building Principal
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer's Workshop -Math -Science -AVID -Writing through the content areas -CPI	During School	5-8 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance and District Supervisors
November 2018				
Staff or House Meeting 45 minutes	-Social Emotional Learning and Appropriate house topics as needed	After School	All Staff 5-8	Building Principal, House leaders and VPs
PLC Meeting 30 minutes	PLC Topics	During School	All Staff 5-8	District Supervisors, Building Principal and PLC Leaders
Academic Department 45 minutes	-Department Meetings	After School	All Staff 5-8	Content Area Directors and Supervisors
PLC Meeting 30 minutes	PLC	During School	All Staff 5 -8	District Supervisors, Building Principal and PLC Leaders

Selected Dates / During School Hours	Ongoing embedded PD and Coaching: -Writer's Workshop -Math -Science -AVID -Writing through the content areas -CPI	During School	5-8 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance and District Supervisors
December 2018				
House Meeting 45 minutes	-Social Emotional Learning and Appropriate house topics as needed	After School	All Staff 5-8	Building Principal, House leaders / VPs
PLC Meeting 30 minutes	PLC	During School	All Staff 5-8	District Supervisors, Building Principal and PLC Leaders
Faculty Meeting 45 minutes	-Topic as needed at each school *Amistad as applicable (5-8) **Holocaust: Day of Remembrance 1-27-19	After School	All Staff 5-8	Building Principals
PLC Meeting 30 minutes	PLC - Social Emotional Learning	During School	All Staff 5 - 8	District Supervisors, Building Principal and PLC Leaders
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer's Workshop -Math -Science -AVID -Reading and Writing through the content areas -CPI	During School	5-8 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance and District Supervisors
January 2019				
January 10, 2018	-½ Day PD Department PD - PARCC LAL - PARCC MATH	½ Day PD	All Staff 5-8	Director of Curriculum and Instruction and District Supervisors
PLC Meeting 30 minutes	PLC	During School	All Staff 5-8	District Supervisors, Building Principal and PLC Leaders

Staff Meeting 2 45 minutes	-Time given back to compensate for ½ day PD day			
House meeting 45 minutes	-Social Emotional Learning and Appropriate house topics as needed	After School	All Staff 5-8	Building Principal, House leader, VPs
PLC Meeting 30 minutes	PLC	During School	All Staff 5 – 8	District Supervisors, Building Principal and PLC Leaders
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer’s Workshop -Math -Science -AVID -Reading and Writing through the content areas -CPI	During School	5-8 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance and District Supervisors
February 2019				
February 21, 2019	-½ Day PD PARCC Focus: Content Area/Department Professional Development	½ Day PD	All Staff 5 - 8	Director of Curriculum and Instruction
Academic Department 45 minutes	-Department Meetings	After School	All Staff 5-8	Content Area Directors and Supervisors
PLC Meeting 30 minutes	PLC	During School	All Staff 5 -8	District Supervisors, Building Principal and PLC Leaders
Staff Meeting 2 45 minutes	-Time given back to compensate for ½ day PD day			
PLC Meeting	PLC	During School	All Staff 5-8	District Supervisors, Building Principal and PLC Leaders
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer’s Workshop -Math	During School	5-8 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance

	-Science -AVID -Reading and Writing through the content areas -CPI			and District Supervisors
March 2019				
March 14, 2019	Edcamp (Building based) - FOCUS: ESL/Bilingual	½ Day PD	All Staff 5 - 8	Director of Curriculum and Instruction
PLC Meeting 30 minutes	PLC	During School	All Staff 5-8	District Supervisors, Building Principal and PLC Leaders
House Meeting 45 minutes	-Social Emotional Learning and Appropriate house topics as needed	After School	All Staff 5 -8	Building Principal and House leaders/VPs
Staff Meeting 2 45 minutes	-Time given back to compensate for ½ day PD day			
PLC Meeting 30 minutes	PLC	During School	All Staff 5-8	District Supervisors, Building Principal and PLC Leaders
Faculty Meeting 45 minutes	-PARCC preparation / training	After School	All Staff 5 -8	Building Principal and VPs
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer's Workshop -Math -Science -AVID -Reading and Writing through the content areas -CPI	During School	5-8 Classroom Teachers	Director of Curriculum & Instruction, Director of Guidance and District Supervisors
April 2019				
PLC Meeting	PLC	During School	All Staff 5-8	District Supervisors, Building Principal and PLC Leaders
Staff or House	-Social Emotional Learning and	After	All Staff 5-8	Building Principal,

Meeting 45 minutes	Appropriate house topics as needed	School		House leaders and VPs
Academic Department 45 minutes	-Department Meetings	After School	All Staff 5-8	Content Area Directors and Supervisors
PLC Meeting	PLC	During School	All Staff 5 – 8	District Supervisors, Building Principal and PLC Leaders
Selected Dates / During School Hours	-Ongoing embedded PD and Coaching: -Writer’s Workshop -Math -Science -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 and District Supervisors
May 2019				
May 15, 2019	Content Area/Department Professional Development	½ Day PD	All Staff 5 - 8	Director of Curriculum and Instruction and District Supervisors
Staff or House Meeting 45 minutes	-Social Emotional Learning and Appropriate house topics as needed	After School	All Staff 5-8	Building Principal, House leaders and VPs
PLC Meeting 30 minutes	PLC	During School	All Staff 5 -8	District Supervisors, Building Principal and PLC Leaders
Staff Meeting 3 45 minutes	Time given back to compensate for ½ day PD day			
PLC Meeting 30 minutes	PLC	During School	All Staff 5-8	District Supervisors, Building Principal and PLC Leaders

Selected Dates / During School Hours	Ongoing embedded PD and Coaching: -Writer's Workshop -Math -Science -AVID -Reading and Writing through the content areas -CPI	PD and Coaching per grade level PLC time	5-8 Classroom Teachers	Director of Curriculum and Instruction, Director of Guidance and District Supervisors
June 2019				
House Meeting 45 minutes	-Social Emotional Learning and Appropriate house topics as needed -End of year agenda items	After School	All Staff 5-8	Building Principal, House leader / VPs
PLC Meeting 30 minutes	PLC	During School	All Staff 5-8	District Supervisors, Building Principal and PLC Leaders
Faculty Meeting 45 minutes	-End of year and closing procedures	After School	All Staff 5-8	Building Principal
PLC Meeting 30 minutes	-PLC	During School	All Staff 5 – 8	District Supervisors, Building Principal and PLC Leaders
Selected Dates / During School Hours	Ongoing embedded PD and Coaching: -Writer's Workshop -Math -Science -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 and District Supervisors

On-line Professional Development

The following required Professional Development are available on-line and must be completed by May 6th of the current school year.

Title of Workshop	Audience	Persons Responsible
Suicide Prevention – Module: “Youth Suicide Awareness and Prevention” (40 min)	School Counseling and Referral Services	Building Principal & Director of Guidance
HIB Prevention – Module: Bullying Recognition and Response” (30 min)	School Counseling and Referral Services	Building Principal & Director of Guidance
Alcohol, Tobacco, and Other Drug Prevention and Intervention – Module: “Student and Drug Alcohol Abuse” (30 min)	School Counseling and Referral Services	Building Principal & Director of Guidance
Potentially Missing Abused Children Reporting – Module: “Child Abuse Mandatory Reporting” (20 min)	School Counseling and Referral Services	Building Principal & Director of Guidance

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 1st of the current school year:

Title of Workshop	Audience	Persons Responsible
School Safety Teams	PD for school safety team members	Building Principal
Use of Nebulizer	PD for certified school nurses or other persons authorized to administer asthma medication	Building Principal Supervisor of Nurses
Diabetic Student Health Plan	PD/training for appropriate staff members in the care of students with diabetes	Building Principal Director of Special Services
School Nurse Delegate for Glucagon	PD for appropriate staff members who	Building Principal

	volunteer to administer glucagon to a student with diabetes who is experiencing severe hypoglycemia when the school nurse is not physically present	Supervisor of Nurses
Training of Delegates for Epinephrine Administration	PD for selected and recruited, appropriate staff members who volunteered to administer epinephrine medication	Building Principal Supervisor of Nurses
Integrated Pest Management	PD/training for appropriate staff members and school community members to learn about potential pest problems	Director of Building & Grounds

2018-2019 Programmatic 9th Grade Program Professional Development Calendar

In-service Professional Development Days – four half day sessions (January, February, March and May 2019)

In-Service Day 1, 2, (September 4 and 5, 2018)

In-Service Day 3 (October 8, 2018)

Two 45 minute Staff Meetings a month (September, October, November, December 2018, and April and June 2019)

One 60 minute PD Meeting a month (January, February, March, and May 2019) due to half day In-service PD

Additional PD Days

Grade Level: 9

July 2018				
Date	Activity/Topic	Time	Audience	Persons Responsible
July 13, 2018	Arts Alignment & Development of Common Benchmark Assessments	Full Day	Grades K-12	Supervisors
July 16-17, 2018	Crisis Prevention Institute (CPI) Training	8:30 a.m. 3:00 p.m.	Staff	Director of SPED
July 23-27, 2018	NGSS Summer Institute		Grades K-12 Science Teachers	Science Supervisor
July 25-26, 2018	AVID Site Team	9 am - 12 pm	Teachers	Director of Guidance
July 30, 31 August 1-2, 2018	Amistad Summer Institute for Teachers	4 Days	Selected Teachers 5-12	Director of Curriculum & Instruction, Supervisor
July 30-August 2, 2018	Sheltered English Instruction (SIOP)	8 am - 3 pm		Director of Bilingual

August 2018				
August 2018	AP Summer Institute Professional Development for Physics 1, Literature, Composition, US History,	Full Day	Selected Teachers	Building Principal, Director of Curriculum &

	Government & Politics			Instruction
August 6-10, 2018	NGSS Summer Institute		Grades K-12 Science Teachers	Science Supervisor
August 14-15, 2018	AVID WICOR	Full Day	Selected Staff	Director of Guidance
August 14 & 16, 2018	Crisis Prevention Institute (CPI) Training	8:30 am 3:00 p.m.	Selected Staff	Director of SPED
August ____ 2018	Physics Pedagogy	Full Day	Grade 9 Physics Teachers	Science Supervisor
August 30 & 31, 2018	9th Grade Program Team Leader	Full Day	Teachers	School Principal
September 2018				
September 4, 2018 – AM / PM	<p>Superintendent’s Convocation - Social Emotional Learning</p> <hr/> <p>Staff /Faculty Meeting: Welcome – School/District Procedures, initiatives and Expectations</p> <p>District Mandated Trainings:</p> <ul style="list-style-type: none"> - School Safety - Code of Conduct -Recognition of Student Substance Abuse -Potentially Missing /Abused Children -Equity and Affirmative Action - Bloodborne pathogens - Communicable Diseases / AED 	Times will vary (AM/PM)	All Grade 9 Staff	Superintendent, Building Principal, Director of Guidance, Director of Personnel and Evaluation
September 5, 2018 - AM	1:1 Technology	9:00am -11:30 am	All Grade 9 Staff	Director of Guidance, Vice-Principals, Scip team & School Counselors

September 5, 2018 - PM	Code of Conduct PRIDE	12:30 pm – 3:00 pm	All Grade 9 Staff	Director of Curriculum & Instruction, Building Principals
Staff Meeting - 45 minutes	Regular Staff Meeting District Mandated Trainings: -Electronic Violence and Vandalism Reporting System (EVVRS) Educator Evaluation for teachers and staff - Integrated Pest Management - I&RS Referral - Lyme Disease - SGOs	After School	All Grade 9 Staff	Building Principal
Team Meeting - 45 Minutes	Team Meeting - Social Emotional Learning	After School	All Grade 9 Staff	Building Principals, VPs and Team Leaders
Academic Department Meetings / PD 60 minutes	Department PD Topics as needed	After School	Selected Department Staff members	District Directors and Supervisors
Selected Dates / During School Hours	Ongoing embedded PD and Coaching: · Teaching in the Block · Re-engaging disaffected students · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies · PBL · Writer's Workshop - Student-led conferences - SAMR model and Technology	PLC Time	Grade 9 Classroom Teachers	District Directors, Supervisors, Building Principal, VPs, ILs, Coaches, and PLC Leaders

	<ul style="list-style-type: none"> - Resources and Tools - 1:1 Initiative · AVID · CPI 			
October 2018				
October 8, 2018	PAHS All Campuses - SIOP Content Based PD	9:0-11:30 am	All Staff Grade 9	Director of Curriculum & Instruction and Building Principal
October 8, 2018 -PM	PAHS All Campuses - SIOP Content Based PD	12:30 pm – 3:00 pm		Director of Curriculum & Instruction and Building Principal
Team Meeting - 45 Minutes	Team Meeting - Social Emotional Learning	All Grade 9 Staff	All Staff Grade 9	Building Principals, VPs and Team Leaders
Staff Meeting - 45 minutes	Regular Staff Meeting - Social Emotional Learning	After School	All Grade 9 Staff	Building Principal
Academic Department Meetings / PD 60 minutes	Department PD Topics as needed	After School	Selected Department Staff members	District Directors and Supervisors
Selected Dates / During School Hours	Ongoing embedded PD and Coaching: <ul style="list-style-type: none"> · Teaching in the Block · Re-engaging disaffected students · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies · PBL · Writer's Workshop - Student-led conferences - SAMR model and Technology - Resources and Tools - 1:1 Initiative · AVID 	PLC Time	Grade 9 Classroom Teachers	Director of Curriculum & Instruction, Director of Guidance and District Supervisors

	· CPI			
November 2018				
Team Meeting - 45 Minutes	Team Meeting - Social Emotional Learning	All Grade 9 Staff	All Staff Grade 9	Building Principals, VPs and Team Leaders
Staff Meeting - 45 minutes	Regular Staff Meeting -	After School	All Grade 9 Staff	Building Principal
Academic Department Meetings / PD 60 minutes	Department PD Topics as needed	After School	Selected Department Staff members	District Directors and Supervisors
Selected Dates / During School Hours	Ongoing embedded PD and Coaching: <ul style="list-style-type: none"> · Teaching in the Block · Re-engaging disaffected students · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies · PBL · Writer's Workshop - Student-led conferences - SAMR model and Technology - Resources and Tools - 1:1 Initiative · AVID · CPI 	PLC Time	Grade 9 Classroom Teachers	Director of Curriculum & Instruction, Director of Guidance and District Supervisors
December 2018				
Team Meeting - 45 Minutes	Team Meeting - Social Emotional Learning	All Grade 9 Staff	All Staff Grade 9	Building Principals, VPs and Team Leaders
Staff Meeting - 45 minutes	Regular Staff Meeting	After School	All Grade 9 Staff	Building Principal
Academic Department Meetings / PD	Department PD Topics as needed	After School	Selected Department Staff members	District Directors and Supervisors

60 minutes				
Selected Dates / During School Hours	Ongoing embedded PD and Coaching: <ul style="list-style-type: none"> · Teaching in the Block · Re-engaging disaffected students · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies · PBL · Writer's Workshop - Student-led conferences - SAMR model and Technology - Resources and Tools - 1:1 Initiative · AVID · CPI 	PLC Time	Grade 9 Classroom Teachers	Director of Curriculum & Instruction, Director of Guidance and District Supervisors
January 2019				
January 10, 2019	Edcamp (Building based) - FOCUS: ESL/Bilingual	½ day PD	All Grade 9 Staff	Director of Curriculum and Instruction
Staff Meeting - 45 minutes	Regular Staff Meeting	After School	All Grade 9 Staff	Building Principal
45 minutes	Time given back to compensate for ½ day PD day			
Academic Department Meetings / PD 60 minutes	Department PD Topics as needed	After School	Selected Department Staff members	District Directors and Supervisors
Selected Dates / During School Hours	Ongoing embedded PD and Coaching: <ul style="list-style-type: none"> · Teaching in the Block · Re-engaging disaffected students · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies · PBL · Writer's Workshop - Student-led conferences 	PLC Time	Grade 9 Classroom Teachers	Director of Curriculum & Instruction, Director of Guidance and District Supervisors

	<ul style="list-style-type: none"> - SAMR model and Technology - Resources and Tools - 1:1 Initiative · AVID · CPI 			
February 2019				
February 21, 2019	-½ Day PD PARCC Focus: Content Area/Department Professional Development	½ Day PD	All Grade 9 Staff	Director of Curriculum and Instruction
Staff Meeting - 45 minutes	Regular Staff Meeting- Social Emotional Learning	After School	All Grade 9 Staff	Building Principal
45 minutes	Time given back to compensate for ½ day PD day			
Academic Department Meetings / PD 60 minutes	Department PD Topics as needed	After School	Selected Department Staff members	District Directors and Supervisors
Selected Dates / During School Hours	Ongoing embedded PD and Coaching: <ul style="list-style-type: none"> · Teaching in the Block · Re-engaging disaffected students · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies · PBL · Writer's Workshop - Student-led conferences - SAMR model and Technology - Resources and Tools - 1:1 Initiative · AVID · CPI 	PLC Time	Grade 9 Classroom Teachers	Director of Curriculum & Instruction, Director of Guidance and District Supervisors
March 2019				
March 14, 2019	-½ Day PD PARCC Focus: Content Area/Department Professional	1/2 Day PD	All Grade 9 Staff	District Administrators

	Development			
Staff Meeting - 45 minutes	Regular Staff Meeting - Social Emotional Learning	After School	All Grade 9 Staff	Building Principal
45 minutes	Time given back to compensate for ½ day PD day			
Academic Department Meetings / PD 60 minutes	Department PD Topics as needed	After School	Selected Department Staff members	District Directors and Supervisors
Selected Dates / During School Hours	<p>Ongoing embedded PD and Coaching:</p> <ul style="list-style-type: none"> · Teaching in the Block · Re-engaging disaffected students · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies · PBL · Writer's Workshop - Student-led conferences - SAMR model and Technology - Resources and Tools - 1:1 Initiative · AVID · CPI 	PLC Time	Grade 9 Classroom Teachers	Director of Curriculum & Instruction, Director of Guidance and District Supervisors
April 2019				
Team Meeting - 45 Minutes	Team Meeting - Social Emotional Learning	All Grade 9 Staff	All Staff Grade 9	Building Principals, VPs and Team Leaders
Staff Meeting - 45 minutes	Regular Staff Meeting	After School	All Grade 9 Staff	Building Principal
Academic Department Meetings / PD 60 minutes	Department PD Topics as needed	After School	Selected Department Staff members	District Directors and Supervisors

Selected Dates / During School Hours	Ongoing embedded PD and Coaching: <ul style="list-style-type: none"> · Teaching in the Block · Re-engaging disaffected students · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies · PBL · Writer's Workshop - Student-led conferences - SAMR model and Technology - Resources and Tools - 1:1 Initiative · AVID · CPI 	PLC Time	Grade 9 Classroom Teachers	Director of Curriculum & Instruction, Director of Guidance and District Supervisors
May 2019				
May 15, 2019	Content Area / Department Professional Development	½ Day PD	All Grade 9 Staff	District Administrators
Staff Meeting - 45 minutes	Regular Staff Meeting - Social Emotional Learning	After School	All Grade 9 Staff	Building Principal
45 minutes	Time given back to compensate for ½ day PD day			
Academic Department Meetings / PD 60 minutes	Department PD Topics as needed	After School	Selected Department Staff members	District Directors and Supervisors
Selected Dates / During School Hours	Ongoing embedded PD and Coaching: <ul style="list-style-type: none"> · Teaching in the Block · Re-engaging disaffected students · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies · PBL · Writer's Workshop - Student-led conferences - SAMR model and Technology 	PLC Time	Grade 9 Classroom Teachers	Director of Curriculum & Instruction, Director of Guidance and District Supervisors

	<ul style="list-style-type: none"> - Resources and Tools - 1:1 Initiative · AVID · CPI 			
June 2019				
Team Meeting - 45 Minutes	Team Meeting - Social Emotional Learning	All Grade 9 Staff	All Staff Grade 9	Building Principals, VPs and Team Leaders
Staff Meeting - 45 minutes	Regular Staff Meeting	After School	All Grade 9 Staff	Building Principal
Academic Department Meetings / PD 60 minutes	Department PD Topics as needed	After School	Selected Department Staff members	District Directors and Supervisors
Selected Dates / During School Hours	Ongoing embedded PD and Coaching: <ul style="list-style-type: none"> · Teaching in the Block · Re-engaging disaffected students · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies · PBL · Writer's Workshop - Student-led conferences - SAMR model and Technology - Resources and Tools - 1:1 Initiative · AVID · CPI 	PLC Time	Grade 9 Classroom Teachers	Director of Curriculum & Instruction, Director of Guidance and District Supervisors

On-line Professional Development

The following required Professional Development are available on-line and must be completed by May 6th of the current school year.

Title of Workshop	Audience	Persons Responsible
Suicide Prevention – Module: “Youth Suicide Awareness and Prevention” (40 min)	School Counseling and Referral Services	Building Principal & Director of Guidance
HIB Prevention – Module: Bullying Recognition and Response” (30 min)	School Counseling and Referral Services	Building Principal & Director of Guidance
Alcohol, Tobacco, and Other Drug Prevention and Intervention – Module: “Student and Drug Alcohol Abuse” (30 min)	School Counseling and Referral Services	Building Principal & Director of Guidance
Potentially Missing Abused Children Reporting – Module: “Child Abuse Mandatory Reporting” (20 min)	School Counseling and Referral Services	Building Principal & Director of Guidance

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 1st of the current school year:

Title of Workshop	Audience	Persons Responsible
School Safety Teams	PD for school safety team members	Building Principal
Use of Nebulizer	PD for certified school nurses or other persons authorized to administer asthma medication	Building Principal Supervisor of Nurses

Diabetic Student Health Plan	PD/training for appropriate staff members in the care of students with diabetes	Building Principal Director of Special Services
School Nurse Delegate for Glucagon	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 Supervisor of Nurses
Training of Delegates for Epinephrine Administration	PD for selected and recruited, appropriate staff members who volunteered to administer epinephrine medication	Building Principal Supervisor of Nurses
Integrated Pest Management	PD/training for appropriate staff members and school community members to learn about potential pest problems	Director of Building & Grounds

2018-2019 Programmatic Grades 10-12 Professional Development Calendar

In-service Professional Development Days – four half day sessions (January, February, March and May 2019)

In-Service Day 1, 2, (September 4 and 5, 2018)

In-Service Day 3 (October 8, 2018)

Two 45 minute Staff Meetings a month (September, October, November, December 2018, and April and June 2019)

One 60 minute ScIP PLC Meeting a month (January, February, March, and May 2019) due to half day In-service PD

Additional PD Days

Grade Level: 10-12 (including PLP Program) _____

July 2018				
Date	Activity/Topic	Time	Audience	Persons Responsible
July 13, 2018	Arts Alignment & Development of Common Benchmark Assessments	Full Day	Grades K-12	Supervisors
July 16-17, 2018	Crisis Prevention Institute (CPI) Training	8:30 a.m. 3:00 p.m.	Staff	Director of SPED
July 23-27, 2018	NGSS Summer Institute		Grades K-12 Science Teachers	Science Supervisor
July 25-26, 2018	AVID Site Team	9 am - 12 pm	Teachers	Director of Guidance
July 30, 31 August 1-2, 2018	Amistad Summer Institute for Teachers	4 Days	Selected Teachers 5-12	Director of Curriculum & Instruction, Supervisor
July 30-August 2, 2018	Sheltered English Instruction (SIOP)	8 am - 3 pm		Director of Bilingual
July 13, 2018	Arts Alignment & Development of Common Benchmark Assessments	Full Day	Grades K-12	Supervisors

August 2018				
August 2018	AP Summer Institute Professional Development for Physics 1, Literature, Composition, US History, Government & Politics	Full Day	Selected Teachers	Building Principal, Director of Curriculum & Instruction

August 6-10, 2018	NGSS Summer Institute		Grades K-12 Science Teachers	Science Supervisor
August 14-15, 2018	AVID WICOR	Full Day	Selected Staff	Director of Guidance
August 14 & 16, 2018	Crisis Prevention Institute (CPI) Training	8:30 am 3:00 p.m.	Selected Staff	Director of SPED
August____, 2018	Physics Pedagogy	Full Day	Physics Teachers	Science Supervisor
August 30 & 31, 2018	9th Grade Program Team Leader	Full Day	Teachers	School Principal
August 2018	AP Summer Institute Professional Development for Physics 1, Literature, Composition, US History, Government & Politics	Full Day	Selected Teachers	Building Principal, Director of Curriculum & Instruction
September 2018				
September 4, 2018 – AM / PM	<p>Superintendent Convocation</p> <p>Staff Meeting – Welcome – School and District Procedures and Expectations District Initiatives/District Mandated Trainings</p> <p>District Mandated Trainings:</p> <ul style="list-style-type: none"> - School Safety - Code of Conduct -Recognition of Student Substance Abuse -Potentially Missing /Abused Children -Equity and Affirmative Action - Bloodborne pathogens - Communicable Diseases / AED 	Times will vary (AM/PM)	Grades 10-12 Teachers and Administrators	<p>Superintendent</p> <p>Building Principal</p> <p>Director of Guidance</p> <p>Director of Personnel and Evaluation</p> <p>Director of Curriculum and Instruction</p>
September 5, 2018 - AM	1:1 Technology	9:00 am -11:30 am	All Grades 10-12 Staff	Director of Guidance, Vice-Principals, &

				School Counselors
September 5, 2018 - PM	Code of Conduct PRIDE	12:30 pm – 3:00 pm	All Grades 10-12 Staff	Director of Curriculum & Instruction Building Principal
Staff Meeting - 45 minutes	Regular Staff Meeting District Mandated Trainings: -School Safety Data System - Educator Evaluation for teachers and staff - Integrated Pest Management - I&RS Referral - Lyme Disease - SGOs	After School	All Grades 10-12 Staff	Building Principal
Academic Department Meetings / PD 45 minutes	Department PD Topics as needed	After School	Selected Department Staff members	District Directors and Supervisors
Building or Department Based PD - 60 Min	PD- Social Emotional Learning/Building Driven	After School	All Grades 10-12 Staff	Building Principal, VP, District Directors and Supervisors
Week of Sept.10th	Close Reading Training by College Board	During the day	ELA Teachers 9-12	Director of Curriculum & Instruction, District Supervisor of Language Arts, ELA District Instructional Leader
Selected Dates / During School Hours	Ongoing embedded PD and Coaching: · Teaching in the Block · Re-engaging disaffected students	PLC Time	All Grades 10-12 Staff	District Directors, Supervisors, Building Principal, VPs, ILs,

	<ul style="list-style-type: none"> · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies · PBL · Writer’s Workshop - Student-led conferences - SAMR model and Technology - Resources and Tools - 1:1 Initiative · AVID · CPI 			Coaches, and PLC Leaders
October 2018				
October 8, 2018 -AM	PAHS All Campuses - SIOP PARCC / Content Based PD	9:00 am -11:30 am	All Grades 10-12 Staff	Building Principal
October 8, 2018 -PM	PAHS All Campuses - SIOP PARCC / Content Based PD	12:30 pm – 3:00 pm	All Grades 10-12 Staff	Director of Curriculum & Instruction Building Principal
October 8, 2018	College Board Writing Workshop Training	9:00 am -3:00 pm	ELA Grades 10-12	Director of Curriculum & Instruction, District Supervisor, District Instructional Leader
Staff Meeting - 45 minutes	Regular Staff Meeting	After School	All Grades 10-12 Staff	Building Principal
Academic Department Meetings / PD 45 minutes	Department PD Topics as needed	After School	Selected Department Staff members	District Directors and Supervisors
Building or Department Based PD - 60 Min	PD- Social Emotional Learning/Building Driven	After School	All Grades 10-12 Staff	Building Principal, VP, District Directors and Supervisors

Selected Dates / During School Hours	Ongoing embedded PD and Coaching: <ul style="list-style-type: none"> · Teaching in the Block · Re-engaging disaffected students · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies · PBL · Writer's Workshop - Student-led conferences - SAMR model and Technology - Resources and Tools - 1:1 Initiative · AVID · CPI 	PLC Time	All Grades 10-12 Staff	District Directors, Supervisors, Building Principal, VPs, ILs, Coaches, and PLC Leaders
November 2018				
Staff Meeting - 45 minutes	Regular Staff Meeting	After School	All Grades 10-12 Staff	Building Principal
Academic Department Meetings / PD 45 minutes	Department PD Topics as needed	After School	Selected Department Staff members	District Directors and Supervisors
Building or Department Based PD - 60 Min	PD- Social Emotional Learning/Building Driven	After School	All Grades 10-12 Staff	Building Principal, VP, District Directors and Supervisors
Selected Dates / During School Hours	Ongoing embedded PD and Coaching: <ul style="list-style-type: none"> · Teaching in the Block · Re-engaging disaffected students · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies · PBL · Writer's Workshop - Student-led conferences - SAMR model and Technology - Resources and Tools - 1:1 Initiative 	PLC Time	All Grades 10-12 Staff	District Directors, Supervisors, Building Principal, VPs, ILs, Coaches, and PLC Leaders

	<ul style="list-style-type: none"> · AVID · CPI 			
December 2018				
Staff Meeting - 45 minutes	Regular Staff Meeting	After School	All Grades 10-12 Staff	Building Principal
Academic Department Meetings / PD 45 minutes	Department PD Topics as needed	After School	Selected Department Staff members	District Directors and Supervisors
Building or Department Based PD - 60 Min	PD- Social Emotional Learning/Building Driven	After School	All Grades 10-12 Staff	Building Principal, VP, District Directors and Supervisors
Selected Dates / During School Hours	Ongoing embedded PD and Coaching: <ul style="list-style-type: none"> · Teaching in the Block · Re-engaging disaffected students · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies · PBL · Writer's Workshop - Student-led conferences - SAMR model and Technology - Resources and Tools - 1:1 Initiative · AVID · CPI 	PLC Time	All Grades 10-12 Staff	District Directors, Supervisors, Building Principal, VPs, ILs, Coaches, and PLC Leaders
January 2019				
January 11, 2019	Edcamp (Building based) - FOCUS: ESL/Bilingual	½ day PD	All Grades 10-12 Staff	Director of Curriculum and Instruction
Staff Meeting - 45 minutes	Regular Staff Meeting	After School	All Grades 10-12 Staff	Building Principal
45 minutes	Time given back to compensate for ½ day PD day			
Academic Department	Department PD Topics as needed	After School	Selected Department Staff	District Directors and Supervisors

Meetings / PD 60 minutes			members	
Selected Dates / During School Hours	Ongoing embedded PD and Coaching: <ul style="list-style-type: none"> · Teaching in the Block · Re-engaging disaffected students · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies · PBL · Writer's Workshop - Student-led conferences - SAMR model and Technology - Resources and Tools - 1:1 Initiative · AVID · CPI 	PLC Time	All Grades 10-12 Staff	District Directors, Supervisors, Building Principal, VPs, ILs, Coaches, and PLC Leaders
February 2019				
February 21, 2019	-½ Day PD PARCC Focus: Content Area/Department Professional Development	½ Day PD	All Grades 10-12 Staff	Director of Curriculum and Instruction
Staff Meeting - 45 minutes	Regular Staff Meeting	After School	All Grades 10-12 Staff	Building Principal
45 minutes	Time given back to compensate for ½ day PD day			
Academic Department Meetings / PD 60 minutes	Department PD Topics as needed PD - Social Emotional Learning	After School	Selected Department Staff members	District Directors and Supervisors
Selected Dates / During School Hours	Ongoing embedded PD and Coaching: <ul style="list-style-type: none"> · Teaching in the Block · Re-engaging disaffected students · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies 	PLC Time	All Grades 10-12 Staff	District Directors, Supervisors, Building Principal, VPs, ILs, Coaches, and PLC Leaders

	<ul style="list-style-type: none"> · PBL · Writer's Workshop - Student-led conferences - SAMR model and Technology - Resources and Tools - 1:1 Initiative · AVID · CPI 			
March 2019				
March 14, 2019	-½ Day PD PARCC Focus: Content Area/Department Professional Development	1/2 Day PD	All Grades 10-12 Staff	District Administrators
Staff Meeting - 45 minutes	Regular Staff Meeting	After School	All Grades 10-12 Staff	Building Principal
45 minutes	Time given back to compensate for ½ day PD day			
Academic Department Meetings / PD 60 minutes	PD- Social Emotional Learning/Building Driven	After School	Selected Department Staff members	District Directors and Supervisors
Selected Dates / During School Hours	Ongoing embedded PD and Coaching: <ul style="list-style-type: none"> · Teaching in the Block · Re-engaging disaffected students · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies · PBL · Writer's Workshop - Student-led conferences - SAMR model and Technology - Resources and Tools - 1:1 Initiative · AVID · CPI 	PLC Time	All Grades 10-12 Staff	District Directors, Supervisors, Building Principal, VPs, ILs, Coaches, and PLC Leaders
April 2019				

Staff Meeting - 45 minutes	Regular Staff Meeting	After School	All Grades 10-12 Staff	Building Principal
Academic Department Meetings / PD 45 minutes	Department PD Topics as needed	After School	Selected Department Staff members	District Directors and Supervisors
Building or Department Based PD - 60 Min	PD- Social Emotional Learning/Building Driven	After School	All Grades 10-12 Staff	Building Principal, VP, District Directors and Supervisors
Selected Dates / During School Hours	Ongoing embedded PD and Coaching: <ul style="list-style-type: none"> · Teaching in the Block · Re-engaging disaffected students · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies · PBL · Writer's Workshop - Student-led conferences - SAMR model and Technology - Resources and Tools - 1:1 Initiative · AVID · CPI 	PLC Time	All Grades 10-12 Staff	District Directors, Supervisors, Building Principal, VPs, ILs, Coaches, and PLC Leaders
May 2019				
May 17, 2019	Writer's Workshop & Writing through the Content Areas	½ Day PD	All Grades 10-12 Staff	District Administrators
Staff Meeting - 45 minutes	Regular Staff Meeting	After School	All Grades 10-12 Staff	Building Principal
45 minutes	Time given back to compensate for ½ day PD day			
Academic Department Meetings / PD 60 minutes	Department PD Topics as needed	After School	Selected Department Staff members	District Directors and Supervisors
Selected Dates / During School Hours	Ongoing embedded PD and Coaching: <ul style="list-style-type: none"> · Teaching in the Block · Re-engaging disaffected students 	PLC Time	All Grades 10-12 Staff	District Directors, Supervisors, Building Principal, VPs, ILs,

	<ul style="list-style-type: none"> · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies · PBL · Writer's Workshop - Student-led conferences - SAMR model and Technology - Resources and Tools - 1:1 Initiative · AVID · CPI 			Coaches, and PLC Leaders
June 2019				
Staff Meeting - 45 minutes	Regular Staff Meeting	After School	All Grades 10-12 Staff	Building Principal
Academic Department Meetings / PD 45 minutes	Department PD Topics as needed	After School	Selected Department Staff members	District Directors and Supervisors
Building or Department Based PD - 60 Min	PD - Topics as needed PD - Social Emotional Learning	After School	All Grades 10-12 Staff	Building Principal, VP, District Directors and Supervisors
Selected Dates / During School Hours	<p>Ongoing embedded PD and Coaching:</p> <ul style="list-style-type: none"> · Teaching in the Block · Re-engaging disaffected students · Struggling readers at the secondary level (close reading) · Co-Teaching · ELL teaching strategies · PBL · Writer's Workshop - Student-led conferences - SAMR model and Technology - Resources and Tools - 1:1 Initiative · AVID · CPI 	PLC Time	All Grades 10-12 Staff	District Directors, Supervisors, Building Principal, VPs, ILs, Coaches, and PLC Leaders

On-line Professional Development

The following required Professional Development are available on-line and must be completed by May 6th of the current school year.

Title of Workshop	Audience	Persons Responsible
Suicide Prevention – Module: “Youth Suicide Awareness and Prevention” (40 min)	School Counseling and Referral Services	Building Principal & Director of Guidance
HIB Prevention – Module: Bullying Recognition and Response” (30 min)	School Counseling and Referral Services	Building Principal & Director of Guidance
Alcohol, Tobacco, and Other Drug Prevention and Intervention – Module: “Student and Drug Alcohol Abuse” (30 min)	School Counseling and Referral Services	Building Principal & Director of Guidance
Potentially Missing Abused Children Reporting – Module: “Child Abuse Mandatory Reporting” (20 min)	School Counseling and Referral Services	Building Principal & Director of Guidance

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 1st of the current school year:

Title of Workshop	Audience	Persons Responsible
School Safety Teams	PD for school safety team members	Building Principal
Use of Nebulizer	PD for certified school nurses or other persons authorized to administer asthma medication	Building Principal Supervisor of Nurses
Diabetic Student Health Plan	PD/training for appropriate staff members in the care of students with diabetes	Building Principal Director of Special Services
School Nurse Delegate for Glucagon	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 Supervisor of Nurses
Training of Delegates for Epinephrine Administration	PD for selected and recruited, appropriate staff members who volunteered to administer epinephrine medication	Building Principal Supervisor of Nurses
Integrated Pest Management	PD/training for appropriate staff members and school community members to learn about potential pest problems	Director of Building & Grounds

2018-2019 Programmatic Professional Development for District Administrators

In-service Professional Development Days – four half day sessions (January, February, March and May 2019)
 Additional PD days

Audience: District Administrators

July 2018				
Date	Activity/Topic	Time	Audience	Persons Responsible
July 6th, 2017	SGO Training	Full Day	District Administrators	Director of Personnel & Evaluation
July 11, 2018	Collaborative Support Teams	8:00 am 3:00 p.m.	Administrators	Director of Guidance
July 12th, 2017	Danielson Training	Full Day	Grades PreK-12 Administrators	Director of Personnel & Evaluation
July 16, 2018	Mr. Paul Palek	10:00 a.m 12:30 p.m.	Administrators	Director of Personnel & Evaluation
July 17th - July 20th, 2018	Responsive Classroom Training	Full Day	Elementary Administrators	Director of Guidance
July 19th, 2018	STRONGE	Full Day	New Administrators	Director of Personnel & Evaluation
July 24th - July 27th, 2018	Responsive Classroom Training	Full Day	Elementary Administrators	Director of Guidance
August 2018				
August 1, 2018	Mr. Paul Palek	10:00 a.m 12:30 p.m.	Administrators	Director of Personnel & Evaluation
August 9th, 2018	Danielson Training	Full Day	Grades PreK-12 Administrators	Director of Personnel & Evaluation
August 13, 2018	Collaborative Support Teams	8:00 am 3:00 p.m.	Administrators	Director of Guidance
August 14th - August 17th, 2018	Responsive Classroom Training	Full Day	Elementary Administrators	Director of Guidance
August 20, 2018	STRONG	8:30 a.m.	All	Director of Personnel

		3:00 p.m.	Administrators	& Evaluation
August 27-28, 2018	Administrators Retreat	Full Day	Grades PreK-12 Administrators	Superintendent of Schools Assistant Superintendents Directors
August 29-30, 2018	New Staff Orientation	Full Day	Grades PreK-12 Administrators	Director of Personnel & Evaluation, Directors of C&I Building Principals District Supervisors
September 2018				
September 4, 2018 – AM / PM	Superintendent Convocation	Times will vary based on convocation schedule	Grades PreK-12 Administrators	Superintendent, Building Principals & Director of Guidance
	Staff Meeting – Welcome – School and District Procedures and Expectations District Initiatives/District Mandated Trainings			
September 5, 2018 - AM / PM	-Code of Conduct (Responsive Classroom, SWAG, PRIDE) -Science/Social Studies -Mathematics -Department Meetings	Times will vary	Grades PreK-12 Administrators	Director of Guidance, Vice-Principals, & School Counselors, District Supervisors
September 2018	Dual Lang. Training for administrators	Full Day	Grades PreK-12 Administrators	Director & Supervisors of BL/ESL &WL
October 2018				
October 8, 2018 -AM	-SIOP -Science -Math/LAL PARCC Focus -Department Meetings	Times will vary	Grades PreK-12 Administrators	Building Principals, Instructional Leaders, Directors, District Supervisors

Staff Meeting 45 minutes	Regular Staff Meeting	After School	All Staff PreK-12	Building Principals
	PLC -Topic as needed at each school	After School	All Staff PreK-12	Building Principals
October TBD 2018	SIOP Training for administrators	Full Day	Grades PreK-12 Administrators	Director & Supervisors of BL/ESL &WL
Staff Meeting 60 minutes	PLC	After School	All PreK-12 Admins	Building Principals
November 2018				
45 minutes	Regular Staff Meeting	After School	All Staff PreK-12	Building Principals
45 minutes	PLC	After School	All Staff PreK-12	Building Principals
60 minutes	PLC	After School	All Staff PreK-12	Building Principals
December 2018				
45 minutes	Regular Staff Meeting	After School	All Staff PreK-12	Building Principals
45 minutes	PLC	After School	All Staff PreK-12	Building Principals
60 minutes	PLC -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, Technology, Nurses)	After School	Selected Department Staff members	District Directors & Supervisors
January 2019				
January 10, 2019	½ Day PD Dyslexia - Mandated PD	PM – Times vary by school	All Staff K-4	District Administrators
	½ Dat PD PARCC LAL/Math Focus Department Meetings	PM – Times vary by school	All Staff 5-12	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	PLC -Topic as needed at each school	After School	All Staff PreK-12	Building Principals
February 2019				
February 22, 2018	½ Day PD Science - NGSS	PM – Times vary by school	All Staff K-2	District Administrators
	½ Day PD PARCC LAL/Math Focus Department Meetings	PM – Times vary by school	All Staff 3-8	
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	PLC -Topic as needed at each school	After School	All Staff PreK-12	Building Principals
March 2019				
March 15, 2018	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	PLC -Topic as needed at each school	After School	All Staff PreK-12	Building Principals
April 2019				
45 minutes	Regular Staff Meeting	After School	All Staff PreK-12	Building Principals
45 minutes	PLC	After School	All Staff PreK-12	Building Principals
60 minutes	PLC -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, Technology,	After School	Selected Department Staff members	District Directors & Supervisors

	Nurses)			
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May 2019				
May 17, 2018	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	PLC -Topic as needed at each school	After School	All Staff PreK-12	Building Principals
June 2019				
45 minutes	Regular Staff Meeting	After School	All Staff PreK-12	Building Principals
45 minutes	PLC -Topic as needed at each school	After School	All Staff PreK-12	Building Principals
60 minutes	PLC -Topic as needed at each school	After School	All Staff PreK-12	Building Principals

On-line Professional Development		
<i>The following required Professional Development are available on-line and must be completed by May 6th of the current school year.</i>		
Title of Workshop	Audience	Persons Responsible
Suicide Prevention – Module: “Youth Suicide Awareness and Prevention” (40 min)	School Counseling and Referral Services	Building Principal & Director of Guidance
HIB Prevention – Module: Bullying Recognition and Response” (30 min)	School Counseling and Referral Services	Building Principal & Director of Guidance

Alcohol, Tobacco, and Other Drug Prevention and Intervention – Module: “Student and Drug Alcohol Abuse” (30 min)	School Counseling and Referral Services	Building Principal & Director of Guidance
Potentially Missing Abused Children Reporting – Module: “Child Abuse Mandatory Reporting” (20 min)	School Counseling and Referral Services	Building Principal & Director of Guidance

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 1st of the current school year:

Title of Workshop:	Audience:	Persons Responsible:
School Safety Teams	PD for school safety team members	Building Principal
Use of Nebulizer	PD for certified school nurses or other persons authorized to administer asthma medication	Building Principal Supervisor of Nurses
Diabetic Student Health Plan	PD/training for appropriate staff members in the care of students with diabetes	Building Principal Director of Special Services
School Nurse Delegate for Glucagon	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 Supervisor of Nurses
Training of Delegates for Epinephrine Administration	PD for selected and recruited, appropriate staff members who volunteered to administer epinephrine medication	Building Principal Supervisor of Nurses
Gang Awareness	PD for New Admin	Director of Operations
NJ SMART	PD / Training for all administrators and central office supervisors on NJSMART and its data query resources	Director of Counseling and Related Services
Integrated Pest Management	PD/training for appropriate staff members and school community members to learn about potential pest problems	Director of Building & Grounds

NON-CERTIFICATED STAFF MEMBERS				
Technology				
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
Administrative Assistants				
DATE	PD/Activity/Topic	TIME	AUDIENCE	PERSON RESPONSIBLE
September 2018 (staff dev. 1&2)	Mandated PD & Principal Meetings	Full Day	Administrative Assistants	Principals
October 2018	No PD – October 9, 2018	Full Day	Administrative	Principals

	Enrollment Count		Assistants	
January 2019	School Law & Residency	1:30pm – 3:30pm	Administrative Assistants	Presenter: TBD
February 2019	Google Docs – Advanced	1:30pm – 3:30pm	Administrative Assistants	Presenter: TBD
March 2019	Effective Time Management	1:30pm – 3:30pm	Administrative Assistants	Presenter: TBD
May 2019	MS Excel & MS PowerPoint	1:30pm – 3:30pm	Administrative Assistants	Presenter: TBD
Transportation				
DATE	PD/Activity/Topic	TIME	AUDIENCE	PERSON RESPONSIBLE
September 2018	Mandated Policy Training	2 Full Days	Transportation Staff	Trans. Manager
October 2018	Basic First Aid	TBD	School Bus Drivers	Trans. Manager
November 2018	TBD	TBD	Transportation Staff	Trans. Manager
December 2018	Winter Weather Driving	TBD	Bus Drivers and aides	Trans. Manager
January 2019	Student Roster Updates	TBD	School Bus Drivers and Food Service Drivers	Trans. Manager
February 2019	Mirror Adjustments and Safe Review Driving	TBD	School Bus Drivers and Bus Aides	Trans. Manager
March 2019	Fire Extinguisher Training	TBD	School Bus Drivers and Bus Aides	Trans. Manager

April 2019	HIB Review & Law Updates	TBD	School Bus Drivers	Trans. Manager
June 2019	“What to do” in all types of emergencies	TBD	School Bus Drivers	Trans. Manager
Security				
DATE	PD/Activity/Topic	TIME	AUDIENCE	PERSON RESPONSIBLE
September 4th, 2018	No training as security will be working the convocation.	Full Day	Security	MGR Security & Bldg. Principal
September 5th, 2018	S.O.R.A. recertification given by LGG Consulting 8 hour block at Central Office			
October 8, 2018	Active Shooter / Law Enforcement operations Critical Incident Blood Containment given by Techline Technologies at East and Shull campuses. Blood containment during critical incidents Directions on the use of kits that will be provided	Full Day	Security	MGR Security
January 10, 2019	Safe Schools Training Module	1:30pm-3:30 pm	Security	Safe Schools
February 21, 2019	Safe Schools Training Module	1:30pm-3:30 pm	Security	MGR Security

March 14, 2019	Safe Schools Training Module	1:30pm-3:30 pm	Security	Safe Schools
May 15, 2019	Safe Schools Training Module	1:30pm-3:30 pm	Security	Safe Schools
Food Services				
DATE	PD/Activity/Topic	TIME	AUDIENCE	PERSON RESPONSIBLE
September 5 & 6, 2018	Vending machine procedures, cleanliness/organization utilization of substitutes in cafeteria HACCP-Food Safety and Self-Inspection checklist Production Records All staff reports to their schools for cleaning and receiving of inventory for start of school.	All Day	Food Service Staff	Director of Operations Building Principal
October 2018	Mandated Board Trainings Civil Rights compliance training. HACCP training	All Day	Food Service Staff	Director of Operations
January 2019	Food Production Records	TBD	Food Service Staff	Director of Operations
February 2019	Maintaining Food Quality & Appearance	TBD	Food Service Staff	Director of Operations
March 2019	Serving Lines	TBD	Food Service Staff	Director of Operations
May 2019	Portion Sizes/Special Diets	TBD	Food Service Staff	Director of Operations

Buildings & Grounds				
DATE	PD/Activity/Topic	TIME	AUDIENCE	PERSON RESPONSIBLE
August 2018	Mandatory Compliance Training	1 Day – TBD	All Custodians & Maintenance	Presenter: NJ Schools Board Insurance Group Operations Manager Director of Buildings & Ground
September 2018	Mandated Trainings for New Staff	All Day	New Custodians & Maintenance	Operations Manager Director of Buildings & Ground Building Principal
October 2018	Back Injury & Lifting: Custodial & Maintenance Chemical Spills Overview Electrical Safety: Complete	TBD	All Custodians & Maintenance	Presenter: SafeSchools Training Operations Manager Director of Buildings & Ground
January 2019	Energy Conservation Eye & Face Protection Fire Extinguisher Safety	TBD	All Custodians & Maintenance	Presenter: SafeSchools Training Operations Manager Director of Buildings & Ground
February 2019	General Safety Orientation Hazard Communications:	TBD	All Custodians & Maintenance	Presenter: SafeSchools Training

	Right to Know Hearing Loss Prevention			Operations Manager Director of Buildings & Ground
March 2019	Integrated Pest Management Ladder Safety Lead Safety Awareness	TBD	All Custodians & Maintenance	Presenter: SafeSchools Training Operations Manager Director of Buildings & Ground
May 2019	Personal Protective Equipment (PPE) Playground Maintenance & Inspection Slips, Trips & Falls: Custodians, Maint. & Facilities	TBD	All Custodians & Maintenance	Presenter: SafeSchools Training Operations Manager Director of Buildings & Ground