

## **PROFESSIONAL DEVELOPMENT PROGRAMS**

The Pattonville Board of Education values professional development for its faculty and is committed to providing systematic professional development for teachers. The Board will support the professional development committee, will provide a professional development plan for beginning teachers, and will provide inservice opportunities for all teachers. Time and funds will be included in the district's yearly calendar and budget to support the district approved professional development programs.

### **PROFESSIONAL DEVELOPMENT COMMITTEE**

#### **Responsibilities:**

The professional development committee shall work with all teachers in identifying instructional concerns and remedies; assist beginning teachers with implementation of their professional development plan; serve as a confidential\* consultant upon a teacher's request; arrange training programs for mentors; assess faculty needs; develop inservice opportunities for school staff; and present the coordinator of professional development activities with faculty suggestions, ideas and recommendations pertaining to classroom instruction within the school district.

#### **Structure:**

Pattonville's Professional Development Committee will include fifteen (15) members, broken out as follows: three (3) high school, two (2) middle school, one (1) POSITIVE School, eight (8) elementary, and the district professional development coordinator.

Committee members shall be certificated staff members with at least three (3) years of teaching experience and at least two (2) years in the Pattonville School District. Professional development committee members will be elected for three year terms. Each year approximately one-third of the committee will be new. New members shall be elected no later than April 15, with service to begin on May 1.

Committee members shall be elected by the certified staff in each building.

### **ASSISTANCE FOR NEW TEACHERS**

In order to help beginning teachers polish their skills, improve their chances for success, and encourage them to stay in the profession, the Pattonville School District will provide a professional development plan for each faculty member who has no teaching experience. The plan will address the teacher's first two years in the classroom and the goals identified in the plan will relate to, but not limited to, the evaluation criteria used by the district. Copies of the initial plan and all subsequent revisions shall be filed in the new teacher's building to be readily available to the teacher and mentor for review and updating.

Beginning teachers will be assigned a mentor who will work with the beginning teacher as identified in the mentor job description.

**EPS Code:**

It is recommended that mentors have five (5) years of teaching experience, but no less than three (3) years of which three (3) years must be in Pattonville, and must be willing to be trained as a mentor. It is preferred that the mentor be from the same elementary grade level and/or department at the secondary level. The building principal will be responsible for the selection, placement and monitoring of the mentors.

The Assistant Superintendent for Human Resources will notify the appropriate Missouri college or universities when graduates of their colleges or universities are hired. A coordinated plan for seminars and/or visitations for first and second year teachers will be developed by the district and higher education representatives.

### **ASSISTANCE FOR TEACHERS**

The district's professional development committee shall annually assess the inservice needs of teachers. The assessment instrument shall be selected by the committee. Once concerns and needs are identified, the committee should prepare a recommendation for addressing the identified needs and improving classroom instruction in the district.

The success of the district's inservice programs shall be regularly evaluated by the professional development committee and the Assistant Superintendents for Instruction and Human Resource Development.

\*NOTE: Matters discussed by a teacher and the professional development committee will be held in confidence, but would not be considered "privileged information," if someone is called upon to testify in court. Only doctors, lawyers, and clergy have a legal right to privileged information.

Adopted: November 29, 1988  
Revised: January 10, 1995  
Revised: March 20, 2001

Cross Refs.: GCBA, Professional Staff Salary Schedules  
GCBDA, Professional Staff Short Term Leaves and Absences  
GCL, Professional Staff Development Opportunities

Legal Refs.: §168.400, RSMo.  
5 CSR 80-800.010, 5 CSR 80-850.040