Professional Development Plan

Purpose

The purpose of this plan is to improve teaching and learning in order to facilitate individual, school-wide, and system-wide improvements designed to ensure that all students demonstrate proficiency on state academic standards.

Team Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bobby Hart</td>
<td>Superintendent</td>
</tr>
<tr>
<td>Portia Jones</td>
<td>Asst. Supt/Federal Programs/Equity</td>
</tr>
<tr>
<td>Carla Narlesky</td>
<td>District School Improvement Specialist</td>
</tr>
<tr>
<td>Jill Self &amp; Terri Hoglund</td>
<td>Secondary Teacher</td>
</tr>
<tr>
<td>Ashlea Stewart</td>
<td>Clinton Primary Principal</td>
</tr>
<tr>
<td>Dr. Roy Turner</td>
<td>Beryl Henry Principal</td>
</tr>
<tr>
<td>Dr. Carol Ann Duke</td>
<td>HAPS Principal</td>
</tr>
<tr>
<td>Joscelyn Wiley</td>
<td>Yerger Middle School Principal</td>
</tr>
<tr>
<td>Bill Hoglund</td>
<td>Hope High School Principal</td>
</tr>
<tr>
<td>Mary Beth Fincher</td>
<td>Special Services Director</td>
</tr>
<tr>
<td></td>
<td>Elementary Teacher</td>
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</tbody>
</table>
Letter from the Superintendent

To all Staff:

Adult learning is to student learning as heat is to steam. The former is necessary for the latter to happen. Our goal at Hope Public Schools is to provide our students with the very best of everything. While we as teachers can’t control everything in a student's life, we can control the quality of the teacher he or she has. It is with this pursuit of excellence in mind that we work to create a plan for our adult learning that not only meets the standards required by the State of Arkansas, but also seeks to enhance our desire to put the very best in front of our students.

This document is a joint effort. It is the compilation of work done by teachers, instructional aides, instructional facilitators, building administrators, and district administrators. Its intent is to provide each a guide in their own personal learning journey. Thank you to each of you for the work you do and for the difference you make in students’ lives.

Sincerely,

Bobby Hart
Supt. Hope Schools
Hope Public School District
Staff Development Policy

STAFF DEVELOPMENT PROGRAM

The Hope School District shall develop and implement a plan for the professional development of its licensed employees. The district's plan shall, in part, align district resources to address the professional development activities identified in each school’s ACSIP. The plan shall describe how the Hope School District's categorical funds will be used to address deficiencies in student performance and any identified academic achievement gaps between groups of students. At the end of each school year, the district shall evaluate the professional development activities’ effectiveness in improving student performance and closing achievement gaps.

Each licensed employee shall receive a minimum of sixty (60) hours of professional development annually to be fulfilled between July 1 and June 30 or June 1 and May 31. Licensed employees are required to obtain their sixty (60) hours of approved professional development each year over a five-year period as part of licensure renewal requirements. Professional development hours earned in excess of sixty (60) in the designated year cannot be carried over to the next year.

Licensed employees who are prevented from obtaining the required professional development hours due to their illness or the illness of an immediate family member as defined in A.C.A. § 6-17-1202 have until the end of the following school year to make up the deficient hours. Missed hours of professional development shall be made up with professional development that is substantially similar to that which was missed. This time extension does not absolve the employee from also obtaining the following year’s required 60 hours of professional development. Failure to obtain required professional development or to make up missed professional development could lead to disciplinary consequences, up to termination or nonrenewal of the contract of employment.

The goal of all professional development activities shall be improved student achievement and academic performance that results in individual, school-wide, and system-wide improvement designed to ensure that all students demonstrate proficiency on the state's assessments. The Hope School District's professional development plan shall demonstrate scientifically research-based best practice, and shall be based on student achievement data and in alignment with the ADE Rules Governing Professional Development and current Arkansas code.

Teachers and administrators shall be involved in the design, implementation, and evaluation of the plan for their own professional development. The results of the evaluation made by the participants in each program shall be used to continuously improve the Hope School District's professional development offerings and to revise the school improvement plan.

Flexible professional development hours (flex hours) are those hours which an employee is allowed to substitute professional development activities, different than those offered by the district, but which still meet criteria of either the employee’s Individual Improvement Plan or the
school’s ACSIP, or both. The district shall determine on an annual basis how many, if any, flex hours of professional development it will allow to be substituted for District scheduled professional development offerings. The determination may be made at an individual building, a grade, or by subject basis. The Hope School District administration and the building principal(s) have the authority to require attendance at specific professional development activities. Employees must receive advance approval from the building principal for activities they wish to have qualify for flex professional development hours. To the fullest extent possible, professional development activities are to be scheduled and attended such that teachers do not miss their regular teaching assignments. Six (6) approved flex hours credited toward fulfilling the sixty (60) hour requirement shall equal one contract day. Hours of professional development earned by an employee that is not at the request of the District and is in excess of sixty (60) or not pre-approved by the building principal(s) shall not be credited toward fulfilling the required number of contract days for that employee. Hours earned that count toward the required sixty (60) also count toward the required number of contract days for that employee. Employees shall be paid their daily rate of pay for professional development hours earned at the request of the District that necessitate the employee work more than the number of days required by their contract.

Teachers and administrators who, for any reason, miss part or all of any scheduled professional development activity they were required to attend, must make up the required hours in comparable activities which are to be pre-approved by the building principal.

To receive credit for his/her professional development activity each employee is responsible for obtaining and submitting documents of attendance, or completion for each professional development activity he/she attends. Documentation is to be submitted to the building principal or designee.

Teachers are required to receive at least two hours annually of their sixty (60) required hours of professional development designed to enhance their understanding of effective parental involvement strategies. Up to once every five (5) years, an educator may substitute no more than three (3) hours of the required training related to child maltreatment for the parental involvement training requirement.

All licensed personnel shall receive two (2) hours of professional development in teen suicide awareness and prevention one (1) time every five (5) school years which may be obtained by self-review of suitable suicide prevention materials approved by ADE.

Teachers who provide instruction in Arkansas history shall receive at least two (2) hours of professional development in Arkansas history as part of the sixty (60) hours required annually.

Anticipated rescuers shall receive training in cardiopulmonary resuscitation and the use of automated external defibrillators as required by ADE Rule. Such training shall count toward the required annual hours of professional development.
At least once every three (3) years, persons employed as athletics coaches, shall receive training related to concussions, dehydration, or other health emergencies as well as students’ health and safety issues related to environmental issues and communicable diseases.

All licensed personnel shall receive at least two (2) hours of training related to child maltreatment within twelve (12) months of their initial licensure and/or the renewal of their license. The training curriculum shall meet the criteria established by ADE Rule which shall be based on the curriculum approved by the Arkansas Child Abuse/Rape/Domestic Violence Commission. Up to once every five (5) years, an educator may substitute no more than three (3) hours of the required training related to child maltreatment for the parental involvement training requirement. For the purposes of this training, “licensed personnel” includes school social workers, psychologists, and nurses.

All licensed personnel shall receive training related to compliance with the Hope School District’s anti-bullying policies.

Administrators are required to receive at least three hours annually of their sixty (60) required hours of professional development designed to enhance their understanding of effective parental involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

For each administrator, the sixty (60) hour professional development requirement shall include training in data disaggregation, instructional leadership, and fiscal management, including without limitation the Initial, Tier 1, and Tier 2 training required for superintendents and district designees by ADE’s Rules Governing the Arkansas Financial Accounting and Reporting System and Annual Training Requirements.

The superintendent, assistant superintendent, and grades 7-12 principal, assistant principal, and guidance counselor are required to participate in professional development on the availability of, eligibility requirements for, and the process of applying for state-supported student financial assistance. Unless obtained as part of their previous position of employment, affected employees who are new to their position shall receive three (3) hours of such training within the first year in their new position. Subsequently, all affected employees shall receive one (1) hour of such training annually.

Teachers required by the superintendent, building principal, or their designee to take approved training related to teaching an advanced placement class for a subject covered by the College Board and Educational Testing Service, shall receive up to thirty (30) hours of credit toward the sixty (60) hours of professional development required annually.

Licensed personnel may earn up to twelve (12) hours of professional development for time they are required to spend in their instructional classroom, office or media center prior to the first day of student/teacher interaction provided the time is spent in accordance with the state law and current ADE rules that deal with professional development. The hours may be earned through online professional development approved by the ADE provided the professional development relates to the district’s ASCIP and the teacher’s professional growth plan.
Teachers are eligible to receive fifteen (15) professional development hours for a college course that meets the criteria identified in law and the applicable ADE rules. The board shall determine if the hours earned apply toward the required sixty (60).

Employees who do not receive or furnish documentation of the required annual professional development jeopardize the accreditation of their school and academic achievement of their students. Failure of an employee to receive sixty (60) hours of professional development in any given year, unless due to illness as permitted by law, ADE Rule, and this policy, shall be grounds for disciplinary action up to and including termination.

Approved professional development activities may include conferences, workshops, institutes, individual learning, mentoring, peer coaching, study groups, National Board for Professional Teaching Standards Certification, distance learning, internships, District/school programs, and approved college/university coursework. Professional development activities should be consistent with the objectives developed by the National Staff Development Council Standards.

Professional development activities shall relate to the following areas: content (K-12); instructional strategies; assessment; advocacy/leadership; systemic change process; standards, frameworks, and curriculum alignment; supervision; mentoring/coaching; educational technology; principles of learning/developmental stages; cognitive research; parent involvement; building a collaborative learning community; and student health and wellness.
Plan Goals

This plan will…

1. Promote the professional growth of all staff. (Certified and Classified)
2. Promote and encourage quality teaching and learning that enhances student achievement.
3. Promote relationship building between all stakeholders.
4. Promote relevant and active student engagement.
5. Provide an awareness of the diversity celebrated by our district.
6. Be based around student and adult needs.
7. Be prescriptive to the specific needs of staff and students.

Plan Development Process

Develop, Implement, Evaluate, Revise

1. District Professional Development (DPD) team meets to review current plan.
2. DPD team examines teacher needs assessment data, observation data, student achievement data.
3. Building Professional Development (BPD) teams meet to review their building level plans. Also examining needs assessment data, observation data, student achievement data.
# Professional Development Requirements

<table>
<thead>
<tr>
<th>Professional Development</th>
<th>Time Requirement</th>
<th>Special Notes</th>
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<tbody>
<tr>
<td><strong>School Board Members</strong></td>
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<tr>
<td>School Board Training</td>
<td>6 hours</td>
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<tr>
<td>ACT 1775 of 2005</td>
<td>(calendar year)</td>
<td>Six hours every calendar year; 3 hours in excess of the minimum may be carried over the following year; Newly elected board members must get 9 hours within the first 15 months of their initial election *The training and instruction required under this section shall include topics relevant to school laws, school operations, and the powers, duties, and responsibilities of the members of the board of directors, including, but not limited to, legal requirements, role differentiation, financial management, and improving student achievement.</td>
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<tr>
<td>§6-13-629</td>
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<tr>
<td>Superintendent Mentoring</td>
<td>No hours</td>
<td>Beginning Superintendents as applicable</td>
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<tr>
<td>§6-17-427</td>
<td>established</td>
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<tr>
<td>ACT 586</td>
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<tr>
<td>Tier I</td>
<td>2 hours annually</td>
<td>Superintendent and person whose job responsibilities include preparing the budget or overall accounting responsibility, as applicable; 2 hours annually after the initial 12 hour training</td>
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<td>§6-20-2204</td>
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<tr>
<td>PD Rule 7.01.2</td>
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<tr>
<td>ACT 345 of 2015</td>
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<tr>
<td>Tier II</td>
<td>2 hours annually</td>
<td>Training required for superintendent and district designees; Shall include, but not limited to, employees who do not make decisions about selecting codes or who have a limited number of codes that they can use; School District will maintain files and records indicating all employees who are required to obtain and who have completed Tier II training; Two (2) hours annually</td>
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<tr>
<td>§6-20-2204</td>
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<td>PD Rule 7.01.2</td>
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<tr>
<td>ACT 345 of 2015</td>
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<tr>
<td><strong>LEADS</strong></td>
<td></td>
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<tr>
<td>Data Disaggregation</td>
<td>No hours</td>
<td>PENDING RULES AND REGS FROM ADE</td>
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<tr>
<td>PD Rule 7.01.1</td>
<td>established</td>
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<tr>
<td>Annual</td>
<td>(Annually)</td>
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<tr>
<td>Instructional Leadership</td>
<td>No hours</td>
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<tr>
<td>PD Rule 7.01.1</td>
<td>established</td>
<td></td>
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<tr>
<td>Annual</td>
<td>(Annually)</td>
<td></td>
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<tr>
<td>Fiscal Management</td>
<td>2 hours</td>
<td>Administrators and other district employees who use financial codes. Tier I or II training (Tier I may replace Tier II- local decision).</td>
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<tr>
<td>PD Rule 7.01.1</td>
<td>(Annually)</td>
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<tr>
<td>TESS/LEADS/EdReflect</td>
<td>PENDING RULES AND REGS FROM ADE</td>
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<tr>
<td><strong>All Educators</strong></td>
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<tr>
<td><strong>Parental Involvement</strong></td>
<td>2 hours Administrators and Teachers; Must use ADE content through Co-op, IDEAS or an approved provider. 4 year rotation and every fourth year thereafter; <strong>2018-2019: 2022 - 2023</strong></td>
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<tr>
<td>PD Rule 6.04.2.1 &amp; ACT 969 of 2013</td>
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<tr>
<td><strong>Teen Suicide Awareness and Prevention</strong></td>
<td>2 hours All certified licensed personnel; 4 year rotation and every fourth year thereafter; <strong>2019-2020:</strong> <em>The required PD under this section may be accomplished by self-review or suitable suicide prevention materials approved by ADE</em></td>
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<tr>
<td>PD Rule 6.04.3 &amp; ACT 770 of 2011</td>
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<tr>
<td><strong>Child Maltreatment</strong></td>
<td>2 hours Mandated reporters and licensed personnel; 4 year rotation and every fourth year thereafter; <strong>2017-2018: 2021-2022</strong></td>
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<tr>
<td>PD Rule 6.04.1 &amp; ACT 1236 of 2011</td>
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<tr>
<td><strong>Arkansas History</strong></td>
<td>2 hours All teachers who teach AR History; 4 year rotation and every fourth year thereafter; <strong>2020-2021</strong></td>
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<tr>
<td>PD Rule 6.04.4.1</td>
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<tr>
<td><strong>Anti Bullying &amp; Sexual Harassment</strong></td>
<td>No hours established (Annually) All district employees responsible for reporting or investigating bullying and sexual harassment allegations or complaints; required annually</td>
<td></td>
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<tr>
<td>PD Rule 8.02.14.1 &amp; 9.01.2.6 &amp; ACT 907 of 2011 §6-18-514</td>
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<tr>
<td><strong>TESS</strong></td>
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<tr>
<td><strong>Code of Ethics</strong></td>
<td>No hours established (Annually) All licensed personnel</td>
<td></td>
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<tr>
<td>PD Rule 8.02.15</td>
<td></td>
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<tr>
<td><strong>School Safety</strong></td>
<td>No hours established (Annually) All staff.</td>
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<tr>
<td><strong>Athletic Coaches, Advanced Placement, Nurses/Health Care</strong></td>
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<tr>
<td><strong>Concussion, Dehydration, Heat Emergencies</strong></td>
<td>Once every 3 years At least once every 3 years. Hours established by AAA. PD available on AR IDEAS or through AAA and approved clinics.</td>
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<tr>
<td>Training Area</td>
<td>Hours Required</td>
<td>Certification Requirements</td>
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<tr>
<td><strong>Advanced Placement</strong></td>
<td></td>
<td>Required to teach AP</td>
</tr>
<tr>
<td>PD Rule 7.03</td>
<td>Up to a maximum of 30 hours (Annually)</td>
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<tr>
<td><strong>Glucagon PD</strong></td>
<td>No hours established</td>
<td>Trained volunteer; school personnel who administer glucagon; must be trained by RN, APN or Diabetic Nurse Educators</td>
</tr>
<tr>
<td><strong>Medication Administration</strong></td>
<td>No hours established</td>
<td>School nurse and school personnel designated to administer medication in the absence of the school nurse.</td>
</tr>
<tr>
<td>AR State Board of Nursing Rules</td>
<td></td>
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<tr>
<td><strong>Automated External Defibrillator (AED) and CPR</strong></td>
<td>No hours established</td>
<td>Building designees</td>
</tr>
<tr>
<td>§6-11-105, §6-10-122, §6-10-123 and ACT 496 of 2009</td>
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</table>
Monday, June 11, 2018
8:00 am  Meet @ HAPS to travel to Little Rock
9:30 am - 11:00 am  “Louder than Words: Rock, Power and Politics” @ Clinton Library
11:00 am - 12:45 pm  Lunch at 42 Bar & Table
1:00 pm -3:00 pm  Central High School National Historic Site Tour

Tuesday, June 12, 2018
8:30-11:30  Kickboard Training - Jolynn Green
11:30-12:00  Lunch on your own
12:00-3:00  Lesson Planning - 3 week Units w/ Pre & Post Tests (1st 9 wks)

Wednesday, June 13, 2018
8:30 am - 9:30 am  Individual Learning Plans
9:30 am - 10:30 am  National Park, Clinton Center Partnership - Mike Simpson
10:30 am - 11:30 am  Mastery Prep Bell Ringer Training
11:30 am - 12:00 pm  Lunch on your own
12:00 pm - 3:00 pm  Lesson Planning - 3 week Units w/ Pre & Post Tests (2nd 9 wks)

Thursday, June 14, 2018
8:30 am - 11:0 am  zSpace Training
11:00 am - 12:00 pm  Lunch HERE on Campus
12:00 pm - 3:00 pm  zSpace Training

Friday, June 15, 2018
8:30 am - 11:30 pm  Lit.,S.S. & Tech: Decoding ACT & ACT Aspire Training
11:30 am - 12:00 pm  Math & Sci: Achieve 3000
12:00 pm - 3:00 pm  Math & Sci: Decoding ACT & ACT Aspire Training
          Lit, S.S. & Tech: Achieve 3000
HAPS
FUTURE PD Days:

Monday, August 6, 2018
8:30 am - 9:30 am  4DX Day 1
9:30 am - 11:30 am Advisory
11:30 am - 12:00 pm Lunch on your own
12:00 pm - 3:00 pm Lesson Planning - 3 week Units w/ Pre & Post Tests (3rd 9 wks)

Monday, January 7th, 2019
8:30 am - 11:30 am Lesson Planning - 3 week Units w/ Pre & Post Tests (4th 9 wks)
11:30 am - 12:00 pm Lunch on your own
12:00 pm - 3:00 pm TBD
Yerger Middle School
Professional Development
July 23, 2018-July 26, 2018

Monday, July 23, 2018
8:00-8:30- Breakfast/ Meet & Greet
8:30-10:30 Lesson Planning/3 week units
10:30-11:30- National Park Service Presentation by Mike Simpson
11:30-12:00 Lunch
12:00-1:00- Cultural Responsiveness (Shadow a Student Challenge)
Bailey, Clemons, Townsend, Daniell, Williams
1:00-3:00 Home Visits/Parental Involvement

Tuesday, July 24, 2018
8:30-9:30 Team Building
9:30-11:30 ACT Mastery Online Product Training
11:30-12:00 Lunch
1:00-1:30 Achieve 3000 by LaTonya Bradley
1:30-2:00 MobyMax by Delma Stewart
2:00-3:00 Work in your rooms

Wednesday, July 25, 2018
8:30-11:30- zSpace Training
11:30-12:00- Lunch
12:00-3:00 zSpace Training

Thursday, July 26, 2018
8:30-11:30- Kickboard Training by Jolynn Green
11:30-12:00- Lunch
12:00-3:00- Advisory/Remediation Planning
Beryl Henry Elementary School
Professional Development
June 4-8, 2018

June 4, 2018
8:00-11:00  Kickboard Training by Jolynn Green
11:00-12:00 Lunch
12:00-3:00  Unpacking power standards
Assisted by Deb Propps and Karen Harris

June 5, 2018
8:00-11:00  Unpacking power standards(ELA/Math)
Achieve 3000(Science) by Julie Lively
11:00-12:00 Lunch
12:00-3:00  Unpacking power standards(Literacy/Math)
Achieve 3000(Science/Soc St) by Julie Lively

June 6, 2018
8:00-9:00  RR Fidelity/Review of RR components and rubric
9:00-11:00 Word Gen Fidelity/Review of rubric
11:00-12:00 Lunch
12:00-3:00  Selected next years Word Gen lessons

June 7, 2018
8:00-9:00  Fidelity of supplemental programs
(Achieve3000/ MobyMax/Accelerated Math/Accelerated Reading/Myon)
9:00-11:00 Discuss Fidelity of our Core programs
11:00-12:00 Lunch
12:00-3:00  Pacing of our day/ Plan out our 3 week units

June 8, 2018
8:00-9:00  DOK review
9:00-11:00 Create and evaluate our Unit tests
11:00-12:00 Lunch
12:00-3:00  DOK level questions within our Unit tests.
Hope High School
June 4, 2018
Summer PD
354700 Session Number

8:00-11:00  Technology -Google Classroom & classroom apps
            EdReflect
            iPad for Kickboard
            Logins
            Goal Review

11:00-12:00 Lunch (on your own)
12:00-3:00  Kickboard Training

June 5, 2018
Summer PD
354707 Session Number

8:00-11:00  Unpacking Power Standards
11:00-12:00 Lunch (on your own)
12:00-3:00  Unpacking Power Standards

June 6, 2018
Summer PD
354708 Session Number

8:00-9:00  Unpacking Power Standards
9:00-11:00 Unpacking PS- 3 week units
11:00-12:00 Lunch (on your own)
12:00-3:00  Unpacking PS- 3 week units
Hope High School
June 7, 2018
Summer PD
354710 Session Number

8:00-9:00  Pre and post tests
9:00-11:00 Pre and post tests
11:00-12:00 Lunch (on your own)
12:00-3:00 Pre and post tests
Hope Public School District
Professional Development
Hempstead Hall

August 7, 2018
● Transforming School Culture -- Carlos Johnson with Solution Tree
● Parental Involvement -- Kelly Muldrew
● The Hope Way -- Josclyn Wiley & Carol Ann Duke
● Teaching Diverse Students -- Carlos Johnson with Solution Tree

August 8, 2018
● Power Standards & Depth of Knowledge -- Karen Harris, Laura Cornelius, Debb Propps with the Southwest Educational Cooperative
● Students with Disabilities, 504 & Dyslexia -- Josclyn Wiley & Karen Ivers
● EdReflect & Tess -- Bill Hoglund, Ashlea Stewart, Judee Gunter & Pam Lewallen

Breakout Sessions Possible:
- RtI: Making it Work for You -- Roy Turner & Misty Gilbert
- Research Based Strategies for Teaching -- Bobby Hart
- Student Led Conferences -- Carol Ann Duke
- Classroom Management -- Donald Patton & Sam Bradford
- Engage Me: Using Student Engagement to Your Advantage -- Mike Radebaugh