

<b>VALLEY CITY PUBLIC SCHOOL DISTRICT #2 VALLEY CITY, NORTH DAKOTA 58072.  PROFESSIONAL DEVELOPMENT PLAN</b>	<b>Descriptor Code DGGA</b>	<b>1<sup>st</sup> Reading 10/3/17</b>
	<b>Adopted 10/3/17</b>	<b>Revised 1/15/20</b>

## **PROFESSIONAL DEVELOPMENT PLAN**

The Board requires all licensed and ancillary personnel to participate in professional development contained in law and required by the district.

### **Professional Development Plan**

The Superintendent shall develop a professional development plan. Professional development activities may include in-service workshops, a professional library, short-term professional leave, and assistance from consultants. All professional development activities shall be within district budgetary parameters.

The professional development plan shall be evaluated based on specific plan evaluation criteria developed by the board.

## **PROFESSIONAL LEARNING COMMUNITIES (PLC)**

Professional Learning Communities will meet 15 times a year for one hour. Thirty minutes of this will be during contracted time. (As a result, staff will not have to attend a fourth day of professional development)

Every PLC will select a Chairperson for each school year.

PLC Chairpersons will be paid a stipend of \$400.00 a year.

### **Duties and Responsibilities of the PLC Chairperson**

1. Set agendas for PLC meetings.
2. Keep minutes from PLC meetings and send to Administration.
3. Assure that PLC agenda topics focus on student learning.
4. Twice each school year (September and February) the PLC Chairpersons in each building, along with the Building Principal/s, will meet to review the work of the PLC. Discussion will center on the progress each PLC is making, what the needs might be for each PLC, and any other topics of interest the group may feel needs to be discussed. Compensation for these meetings will be \$25.00 per meeting and will be held outside of contracted time.

## PLC STEERING COMMITTEE

Membership on the PLC Steering Committee will be the Chairperson for each Professional Learning Community, one School Board member, and all School Administrators.

The PLC Steering Committee will meet two times during the school year (November and April). Compensation for these meetings will be \$25.00 per meeting and will be held outside of contracted time.

### Duties and Responsibilities of the PLC Steering Committee

1. The PLC Steering Committee is responsible for the communication of and the recommendations of professional development needs for both the building and district levels in the areas of curriculum instruction and assessment.
2. The PLC Steering Committee will assist in assuring that the standards are being taught in all content areas.
3. Share effective practices that are taking place in PLC's across the district.
4. Share how data is being used to guide teaching and learning across the district.
5. Provide administration with feedback on the PLC process.
6. Review with staff at respective buildings the discussion from PLC Steering Committee Meetings.