

PROFESSIONAL STAFF DEVELOPMENT

The Wise County School Board provides a program of high-quality professional development

- (i) in the use and documentation of performance standards and evaluation criteria based on student academic progress and skills for teachers and administrators to clarify roles and performance expectations and to facilitate the successful implementation of instructional programs that promote student achievement at the school and classroom levels;
- (ii) as part of the license renewal process, to assist teachers and principals in acquiring the skills needed to work with gifted students, students with disabilities, and students who have been identified as having limited English proficiency and to increase student achievement and expand the knowledge and skills students require to meet the standards for academic performance set by the Board of Education;
- (iii) in educational technology for all instructional personnel which is designed to facilitate integration of computer skills and related technology into the curricula;
- (iv) for administrative personnel designed to increase proficiency in instructional leadership and management, including training in the evaluation and documentation of teacher and administrator performance based on student academic progress and the skills and knowledge of such instructional or administrative personnel; and
- (v) designed to educate School Board employees about bullying as defined in Va. Code § 22.1-276.01 and the need to create a bully-free environment.

In addition, the Board provides teachers and principals with high-quality professional development programs each year in

- (i) instructional content;
- (ii) the preparation of tests and other assessment measures;
- (iii) methods for assessing the progress of individual students, including Standards of Learning assessment materials or other criterion-referenced tests that match locally developed objectives;
- (iv) instruction and remediation techniques in English, mathematics, science and history and social science;
- (v) interpreting test data for instructional purposes;
- (vi) technology applications to implement the Standards of Learning; and
- (vii) effective classroom management.

All instructional personnel are required to participate each year in professional development programs.

Each teacher and other relevant personnel, as determined by the school board, employed on a full-time basis, is required to complete a mental health awareness training or similar program.

The Board annually reviews its professional development program for quality, effectiveness, participation by instructional personnel and relevancy to the instructional needs of teachers and the academic achievement needs of the students in the school division.

Amended: May 8, 2018
Amended: July 14, 2020

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-253.13:5, 22.1-276.01, 22.1-291.4 and 22.1-298.6.

PROFESSIONAL STAFF DEVELOPMENT OPPORTUNITIES
(Released Time)

The school board authorizes the superintendent to grant released time without loss of compensation to individual employees for the purpose of participation in civic activities, the holding of office in community organizations, and attendance at conferences and seminars for the improvement of job skills when, in the judgment of the individual's immediate management supervisor, the following conditions prevail:

- The total number and sequence of absences from regular duties for all foreseeable causes will have minimal cross-purpose effect on delivery of any one of the following services or combination thereof:
 - a. The continuity of instruction of pupils by their regular teacher.
 - b. The regular availability of certificated personnel to pupils for individual attention and both formal and informal counseling of individual pupils outside of regular class hours.
 - c. The availability of certificated personnel to confer with parents regarding pupil progress.
 - d. The regular performance of duties within the scope of an individual's job description as performance relates to achievement of educational missions of the division.

- The purpose of the released time absence from regular service is directly linked to the duties and responsibilities comprising the job description of the employee.

- Released time from service under this policy will not be granted on a regular and recurring basis.

PROFESSIONAL STAFF DEVELOPMENT

REIMBURSEMENT - COLLEGE AND UNIVERSITY STUDY

In keeping with the school division's philosophy of encouraging professional improvement of personnel, funds will be allotted to help defray the tuition costs incurred by professional personnel (teachers, administrators and directors) involved in college and/or university study or a course of graduate study organized and/or approved by the administrative staff of the Wise County School Division. Prior written approval of a course or a program of graduate study is required before consideration is given for reimbursement.

Amended: February 9, 2009

Amended: May 8, 2018

WISE COUNTY PUBLIC SCHOOLS
APPLICATION FOR PROFESSIONAL LEAVE

Directions: Professional leave is defined as absence from school for work-related purposes. The purpose for leave must be directly linked to the employee’s responsibilities, the annual school improvement plan, and the needs of the school division. Requests for professional leave must be made at least two weeks prior to date of leave and approved by the appropriate supervisor. Training, workshops, and activities sponsored by and hosted by the Wise County Public School Division, do not require completion of this form.

Name: _____ Date of Application: _____

School/Current Assignment: _____

Date(s) of Leave: _____ Substitute Required: _____

Destination:

Description of Activity:

How is leave related to CSIP: _____

What are the expected benefits:

County vehicle requested: _____ (If yes, contact Transportation Secretary to check availability)

List all relevant anticipated costs and source(s) of funding:

Description	Anticipated Cost	Source of Funding
Transportation		
Meals		
Lodging		
Registration Fees		
Other (Specify):		
TOTAL EXPENSE		

Signature of Applicant:

APPROVED DENIED

Signature of Principal:

<p><i>CENTRAL OFFICE</i></p> <p>PROFESSIONAL LEAVE REQUEST IS: <input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED</p> <p>Date: _____ Signature of Supervisor: _____</p>
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Approval of Leave will be based upon availability of funds, needs of the school division, instructional benefit and job specific considerations as covered by WCSB POLICY GCL – R.