School District 698
Staff Development
Long Range Plan
2010-2011

Mission

To coordinate opportunities for professional growth to improve student learning.

Goals

Increase instructional effectiveness by providing staff development opportunities that promote highest student achievement.

Promote a safe environment and effective and efficient use of resources.

Promote parent and community partnerships with the school district.

Strategies

Goal #1: Increase instructional effectiveness by providing staff development opportunities that promote highest student achievement.

A. Provide technology training for the school district staff.

Action	Responsibility	Completion Date	Resources Needed
1) Provide for individualized technology needs of staff	District Services & Staff Development Subcommittees	End of Year trainers, substitutes	Budget, computer labs,
2) Provide ongoing training in integration of technology into curriculum	District Services & Staff Development Building Staff Development Committee	End of Year trainers, substitutes	Budget, computer labs,

B. Provide training in the Minnesota Academic Standards for each instructional staff person in the district.

Action	Responsibility	Completion Date	Resources Needed
1) Provide continued training and planning for the curriculum,	Curriculum and Staff Development District staff	End of Year	Trainer, facilities, budget & substitutes

writing, assessment
and scoring of the MN
Academic Standards

C. Provide opportunities for instruction on educational techniques for staff.

Action	Responsibility	Completion Date	Resources Needed
1) Provide consultants who focus on research based educational topics	Staff Development Committee & Curriculum Director	End of Year budget, substitutes	Consultant, facilities,
2) Provide Best Practice Opportunities	Staff Development Committee	End of Year	Budget, substitutes

D. Encourage more staff involvement in decision-making activities that improve student learning.

Action	Responsibility	Completion Date	Resources Needed
1) Support Continuous Improvement Process	Administration , District Shared Decisions Team, District Staff Development Committee, District Curriculum Council, AYP Improvement Plan Team	Ongoing	Budget, meeting time substitutes, facilities

Goal #2: Promote a safe environment and effective and efficient use of resources.

A. Provide effective communication between Staff Development Committee and faculty, students and community.

Action	Responsibility	Completion Date	Resources Needed
1) Make available Staff Development minutes to all staff	Building Staff Development Representative	Week after each meeting	Printing, e-mail, post online
2) Present written report of how money is spent to School Board; present for approval District Staff Development Plan, Building/Site Plans, State Report and End of Year Financial/Activity Report	Staff Development Committee	End of Year expenses	Printing, meeting

3) Update and distribute changes in staff development policy manual and best practice grant forms to all District Staff Development Representatives	Policy Committee	October	Printing budget & meeting expenses
4) Share among staff a summary of workshops and seminars attended and revise the summary report form	Staff and Department Heads, Principals/ Supervisors	Throughout the year	Summary Report Form Staff/Site meetings
5) Distribute to all staff their building's Site/ Staff Development Action Plan	Staff Development Representative	At completion of Staff Development planning process	Printing budget

B. **Provide opportunities for grade level, curriculum/department level and district staff development meetings.**

Action	Responsibility	Completion Date	Resources Needed
1) Hold curriculum meetings by grade level and departments	Curriculum DSD Committee, administration	1-3 per year	Facilities, facilitator substitutes, budget
2) Hold District Staff Development meetings	District Staff Development Committee	Ongoing	Facilities, substitutes, budget, presenters

C. **Support mentorships for new teachers and staff.**

Action	Responsibility	Completion Date	Resources Needed
1) Hold full-day inservice meeting	Administration, Mentoring committee	Prior to start of job	Materials, presenters, facilities, mentor stipend
2) Support ER&D Training for Staff	Building Staff Development Committee & Mentoring Committee	Ongoing	Substitutes, expenses
3) Hold before, during and/or after school meetings and workshops	Staff Development Committee & Mentoring Committee	Ongoing	Presenters, materials, facilities, expenses by buiding/district committee

Goal #3: Promote parent and community partnerships with the school district.

A. Community/Family/School Partnership Team

Action	Responsibility	Completion Date	Resources Needed
1) Actively participate in Community/Family/ School Partnerships	Staff	Ongoing	Strategies and tools Facilities for meetings