

Professional Development Plan

2016-2019



Homer Central School District

BEDS Code: 110701060000

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Board of Education Approved-8/23/16

The District would like to acknowledge our Professional Development Committee for their efforts to afford Homer staff the necessary skills and resources to enhance our students' learning. A special thank you is given to the PSDC members who worked on the continuous revisions to this plan.

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Homer Central School District Mission and Vision

The Homer Central School District is committed to excellence for all students. Our mission is to graduate responsible and productive citizens who embrace lifelong learning. We work together as a team of dedicated, effective, and well-supported professionals to provide a safe and nurturing learning environment.

Homer Central School District has developed a vision to guide all aspects of our District's work in the acronym **PRIDE**.

PRIDE--Partnerships, Respect, Integrity, Diversity and Excellence--is the foundation for the Homer Central School district.

Partnerships promote collaboration among students, staff, families and the community to support student learning.

Respect grows through mutual kindness, compassion for others, and the development of strong moral character in a student-centered environment.

Integrity guides our actions so that they are honest and open and fair.

Diversity enriches our opportunities to create multiple pathways for learning and to foster independent intellectual growth.

Excellence, through rigorous learning experiences, empowers students to become critical thinkers, creative problem solvers, and responsible citizens.

It is our collective goal to work to ensure that all Homer graduates have:

- Effective communication and problem solving skills
- Motivation to become active citizens with a sense of community
- An appreciation for learning and the arts
- Critical thinking as well as basic skills competencies
- Self awareness of both personal strengths and weaknesses and are able to utilize this awareness to make good choices
- Emotional and social independence
- An appreciation of diversity and global interdependence

Professional Development Planning

Homer Central School District plans professional learning in consultation with its Professional Staff Development Committee (PSDC), a subcommittee of the Instructional Leadership Council, in order to increase educator effectiveness and results for all

students. It is the mission of the PSDC to promote and support excellent instruction by providing leadership and direction, varied opportunities, and incentives for staff members to continue professional development throughout their careers in a safe, supportive environment.

The PSDC is composed of the HTA president, the HTA vice-president, the HTA newsletter editor, the Superintendent, three administrators, a representative of the non-certified staff, and professionally certified staff representatives for each building. It is convened by the director of instruction and evaluation, operates by consensus decision-making processes, and meetings are open to all interested persons. The Cortland County Teacher Center Director and the District Technology Director work with the committee to support planning and implementation of professional development.

The PSDC meets on a regular basis the 1st Thursday night of each academic quarter, with additional meetings on an as needed basis, to plan for staff development throughout the year.

The District encourages staff to participate in a variety of professional development activities:

- Superintendent's Conference Day/Staff Development Day workshops and Early Release Day workshops
- Instructional program presentations (including consultants, in-house presenters, turn-key trainers, study groups)
- Curriculum writing
- Instructional staff meetings, conferences, workshops, and site visitations
- Teacher Center, BOCES, NYSUT, RSE-TASC, RBERN (ESL, bilingual) workshops
- Graduate hours
- Independent study
- Summer professional development opportunities
- Webinars
- Other professional training with administrative approval
- Collaborative self-directed professional development

Needs/Data Analysis for Homer's Professional Development Plan

Themes for staff development are targeted and needs are prioritized based on goals set by the Homer Central School Strategic Planning team and Board of Education, benchmark, common assessment data and state assessment data, staff surveys, New York State Learning Standards, and the Homer Central School Report Card.

Themes include:

1. Implementation of all State Learning Standards
2. Technology skills and curriculum integration
3. Effective instructional techniques
4. Coordination of curriculum across grade and content area
5. Literacy for all students
6. Behavioral support for students
7. Support for ENL students
8. Character Education and positive school climate
9. Improving performance of students living in poverty

The Professional Development Plan (PDP) assumes teachers to be on a continuum of skill development, allowing for growth no matter where they are in a particular area. The PDP is a multi-year plan, reflecting the need for long term, sustained effort in each area.

The data used are primarily student achievement focused. The improvement of student achievement is the purpose of developing a Professional Staff Development Plan.

Needs Assessment Sources Used

- ✓Current research on effective practices
- ✓School Report Card
- ✓BEDS data
- ✓Student attendance rates
- ✓Graduation and dropout rates
- ✓State benchmarks for student performance
- ✓Teacher surveys
- ✓Teacher self-assessment
- ✓Data Warehouse
- ✓SED priorities and initiatives
- ✓Technology needs assessment
- ✓Local/State assessments
- ✓Strategic planning process
- ✓ COGNOS
- ✓Early Warning Indicators
- ✓Universal Screening Instruments
- ✓Quarterly Data Reports

New Staff Mentoring

Teachers and administrators of Homer Central School District provide direct support to new staff through the new teacher mentoring program. The program is designed to bring new staff to high levels of competency more quickly. It formalizes a procedure for introducing staff to the culture, expectations, curriculum, assessments, and visions of the district. These benefits lead to enhanced student performance, while recognizing the expertise of experienced teachers. The District's two-year mentoring program is fully articulated in the Homer Central School District Mentoring Plan.

Responsibilities of the Homer Central School District

To support an atmosphere for optimal educational practices where professional values are revered, and personal commitments and beliefs that all students can learn are supported, the Homer Central School District will:

- Develop a culture where sharing and modeling of excellence in teaching and learning is embraced
- Provide the time for regular meetings of the mentor and new staff member
- Encourage team teaching activities by providing resources for sharing best practices
- Provide guidance in developing annual goals for mentors and new teachers
- Provide curriculum guidelines for new staff.

Responsibilities of the Homer Teachers' Association

Consistent with NYSUT's commitment to meaningful and appropriate professional development for teachers, the Homer Teachers' Association will support the Homer Central School District New Staff Mentor Program by:

- Soliciting and encouraging tenured HTA members to complete applications for mentorship and leadership
- Encouraging members to receive training in advance of accepting an assignment of mentoring a new teacher
- Providing training and materials to support the new teacher.

Tenured Homer Central School District teachers must participate in Homer Central School District mentor/mentee training opportunities and be willing to provide expertise and ongoing support to enhance the skills and effectiveness of new district teachers. Applications are reviewed and selection of mentors is made by the Director of Instruction and Evaluation.

Roles and responsibilities of the Mentor are clearly articulated in the Homer Central School District's New Staff Mentoring Program document.

Keeping Track of Professional Learning Hours

For Teachers with Professional Teaching Certificates and Level III Teaching Assistant Certificates

The New York Education Department requires holders of professionally certified teachers and level III teaching assistants to document hours of professional development, with the objective of completing a minimum of 100 approved hours in a five-year period. In order to assist individuals and the district to verify compliance with this requirement, the district uses My Learning Plan (MLP) as a tool to streamline the approval and registration process for conferences, in-district trainings, and higher education coursework. Each of the district's staff development days is generally 6.5 hours; early release days afford approximately three hours of professional development. In a typical year, a teacher or teaching assistant who participates in each of the district's scheduled staff development and early release days will complete approximately 22 hours of professional development.

For Teachers with Permanent Teaching Certificates

The District uses My Learning Plan (MLP) as a tool to centralize the approval and registration process for out-of-district training, in-district training and higher education coursework. All teachers with permanent teaching certificates obtain significant professional development through the district's staff development days and self-directed hours. Participation in professional development during staff development days and the summer are documented through My Learning Plan. Additional documentation of professional development through My Learning Plan is optional.

District Resources

The following are examples of resources available to Homer Central School District.

Fiscal resources:

- ✓COSERS including Technology, School Improvement, and Curriculum, Instruction and Assessment
- ✓Title I and II Funds
- ✓HCSO budgeted funds
- ✓Competitive grants

Staff resources:

- ✓Curriculum consultants
- ✓Content specialists from within or from outside of the district
- ✓Director of Instruction and Evaluation, Principals, Director of Special Education
- ✓Technology Coordinator

- ✓Professional Colleagues
- ✓Curriculum Area Lead Teachers, Grade Level Chairs and Directors

Providers:

- ✓Institutions of Higher Education: Syracuse University, SUNY Cortland, TC3, LeMoyne College, SUNY ESF, Cornell University, Ithaca College, RIT
- ✓Teacher Resource Centers: Cortland County Teacher Center, Syracuse Teacher Center, Dryden Teacher Center
- ✓BOCES (OCM and TST, Instructional Support Services, RSE-TASC, Regional Information Center, RBERN, Curriculum, Instruction and Assessment)

Community:

- ✓Homer Education Foundation
- ✓Phillips Free Library
- ✓Historical Society
- ✓Lime Hollow Center for Environment and Culture
- ✓Business Partners

Implementation Plan

Goal 1. Literacy

The District recognizes that high quality, effective literacy instruction, kindergarten through commencement, is critical to the success of Homer students. Professional development activities in the area of literacy instruction will provide teachers with the skills and knowledge needed to help students develop the ability to read and comprehend, communicate in writing, listen and speak for a variety of purposes and audiences.

<u>Focus Elements</u>	<u>Activity(ies)</u>	<u>Who</u>	<u>Time Frame (when/how long)</u>	<u>Performance Measure/ Data Source</u>
1. Effective Reading Strategies	Training	All staff	On-going	State & Local Assessments
2. Reading Across Content Areas	Training	All staff	On-going	State & Local Assessments
3. Effective Vocabulary Instruction	Training	All staff	On-going	Implementation in lessons, State & Local Assessments
4. Standards based Writing	Training	K-12 Teachers and TAs	On-going	Common Rubrics State & Local Assessments
5. Using data to guide instruction	Training	K-12 Teachers and TAs	On-going	State & Local Assessments
6. Response to Intervention (RtI)	Training	K-6 Teachers and TAs	On-going, implemented in stages K-5, Gr. 6 (2016)	Universal Screening, Progress monitoring Benchmark Assessments

Goal 2. Improving Instructional Techniques

Homer Central School District supports using effective instructional strategies, consistent practices and common language within schools to improve student learning. Training in District initiatives should be on-going and take into account the need for teachers to practice and refine their skills and knowledge.

<u>Instructional Techniques</u>	<u>Activities</u>	<u>Who</u>	<u>Time Frame</u>	<u>Performance Measure/ Data Source</u>
1. Sharing Effective and Research Based Practices	Training	All staff	On-going	Improved student outcomes evident in student learning performance
2. Using data to guide instruction	Training	K-8 Teachers and TAs	On-going	State Assessments Quarterly & Local Assessments
3. Effective Strategies for ESL Students	Training	All instructional Staff		Improved student performance

Goal 3. Coordination of Curriculum across Grade and Content Area

Ensuring a rigorous, consistent, and viable curriculum that is aligned with Common Core Learning Standards requires on-going collaboration and refinement between grade levels and among various disciplines. Elements of an effective curriculum have been defined by the District and will be developed in all content areas.

<u>Focus Elements</u>	<u>Activity(ies)</u>	<u>Who</u>	<u>Time Frame</u>	<u>Performance Measure/ Data Source</u>
1. Vertical & horizontal alignment of curriculum	Cross grade level & department dialog & training	All staff	On-going	Cohesive, accessible curriculum aligned with standards
2. Consistent curriculum across grade levels and content areas	Alignment w/all State Learning Standards	All staff	On-going	Test scores--State, Quarterly, Local Assessments
3. K-5 grade levels 6-12 content areas	Workshops pertaining to district goals	All staff	As proposed by staff	Cohesive, accessible curriculum aligned with standards
4. K-12 Disciplines	Curriculum writing	Instructional staff	On-going	Written documents with consistent curriculum elements
5. ESL	Training	All Instructional Staff incl. ESL teachers	Ongoing	NYSESLAT, State and local assessments

Goal 4. Technology

The Homer Central School District Technology Plan calls for staff competencies in technology relating to instructional practice and integration with curriculum standards. Professional development described is continuous and sustained and reflects congruence between student and teacher needs and district goals and objectives.

<u>Technology Competencies</u>	<u>Activity(ies)</u>	<u>Who</u>	<u>Time Frame</u>	<u>Performance Measure/Data Source</u>
1. Application of Resources	Training	All staff	On-going	Integration into curriculum and strategies
2. Communication Skills (email, etc.)	Training	All staff	On-going	Administrative/Colleague communication
3. Internet Usage-	Training	All staff	On-going	Resource utilization – Integration into curriculum
4. Multimedia Applications	Training	All staff	On-going	Integration into curriculum
5. Interactive Board	Training	Select staff	On-going	Integration into curriculum
6. Data Management	Training	Select staff	On-going	Efficient, reliable student information

New York State Professional Development Standards

The State Professional Development standards focus on ten areas and include a set of quality indicators for each standard. These indicators are critical attributes that guide the preceding plan and its primary goals.

- Designing Professional Development
- Content Knowledge and Quality Teaching
- Researched-based Professional Learning
- Collaboration
- Diverse Learning
- Student Learning Environments
- Parent, Family, and Community Engagement
- Data-driven Professional Practice
- Technology
- Evaluation

Plan Evaluation

The 2016-19 plan reflects a multi-year approach focused on improving teacher effectiveness and performance of all students district-wide.

The Instructional Leadership Council/PSDC will survey and assess progress on all goals and objectives specified in this plan annually. Based on these assessments and surveys, and the New York State Student Learning Standards, New York State Professional Development Standards, Homer Central School District Goals and student performance data, adjustments will be made to improve the effectiveness of our staff development as well as modification in future Professional Development Plans.

Statement of Assurance

School District: HOMER CENTRAL SCHOOL BEDS Code: 110701060000

SCHOOL DISTRICT PROFESSIONAL DEVELOPMENT PLAN STATEMENT OF ASSURANCES

The Superintendent certifies that:

- Planning, implementation and evaluation of the professional development plan were conducted by a professional development team that included teachers, administrators, and others identified in the plan.
- The plan focuses on improving student performance and teacher practice as identified through data analysis.
- The plan describes professional development that:
 - ✓ is aligned with state content and student performance standards;
 - ✓ is articulated within and across grade levels;
 - ✓ is continuous and sustained;
 - ✓ indicates how classroom instruction and teacher practice will be improved and assessed;
 - ✓ indicates how each teacher in the district will participate; and
 - ✓ reflects congruence between student and teacher needs and district goals and objectives.
- The plan indicates an evaluation of the effectiveness of the professional development and a mechanism to adjust activities based upon the evaluation.
- The plan or the annual update to the plan was adopted at a public meeting by the Board of Education.



Signature (Superintendent of Schools)

8-23-16

Date