

Richmond School District Policy Statement **Professional Staff Development Program**

Policy #: 537

The Board of Education delegates to the District Administrator the task of annually establishing and overseeing the implementation of a comprehensive professional development plan in order to provide learning and development opportunities for the District's licensed staff, including administrators. The comprehensive plan shall be established and updated collaboratively with the assistance of support staff, instructional staff, and administrative staff.

Primary goals of the professional development plan and activities pursued under the plan include the following:

1. Improving instruction and learning opportunities for District students;
2. Fostering a shared, and clear sense of mission, goals, and priorities within the District;
3. Sharing, and disseminating institutional knowledge and internal successes;
4. Providing exposure to ideas, research, and expertise from outside of the District;
5. Assessing and evaluating District programs;
6. Building internal capacity for leadership, change, and innovation;
7. Enhancing technical skills and knowledge;
8. Enabling consistent compliance with District policies and relevant legal requirements; and
9. Fostering a commitment toward continuous professional learning and personal development.

In particular years, or as applied to particular staff positions, the professional development plan and activities pursued under the plan may focus primarily on one, or several, of the above goals.

The plan shall also include components that allow means for the identification and pursuit of individualized activities that focus on individual professional needs, goals, and interests. Such individualized components may be coordinated, for example, through formative personnel evaluations and assessments, through individual goal-setting activities, or through the stages and procedures related to Educator Effectiveness.

The District Administrator shall regularly inform the Board regarding the annual development, review, and implementation of the professional development plan for licensed staff.

Legal References:

Wisconsin Statutes

[Section 120.12\(2m\)](#) [school board duty to evaluate effectiveness of teachers and principals]

[Section 121.02\(1\)\(a\)](#) [school district standard; verification of licensure]

[Section 121.02\(1\)\(b\)](#) [school district standard; professional development of employees]

[Section 121.02\(1\)\(q\)](#) [school district standard; evaluation of licensed staff]

Wisconsin Administrative Code

[PI 8.01\(2\)\(b\)](#) [school district standards; staff development]

[PI 34.03](#) [DPI's administrator standards]

[PI 34, Subch. V](#) [licensure stages; including professional development plans]

Cross Reference: Employee Handbook

Adopted: 3/9/2009

Reviewed: 5/14/2018