

# Tentative Agreement - 15.3 Professional Development Committee

## 15.3 PROFESSIONAL DEVELOPMENT COMMITTEE

The Board and the Association agree that a need for continuing professional development opportunities for all teachers exists and in accordance with Section 23.3 the Professional Development Committee will provide opportunities to this end. Professional Development refers to a process which stimulates, encourages and enables a teacher to improve their performance and reach their full potential – developing their knowledge, skills, abilities and values.

### 15.31 Composition

Full **Professional Development Committee** will be comprised of the Superintendent's designee and one (1) teacher from each school in the district. The Superintendent's designee and one teacher, who serve on the Steering Committee, will serve as co-chairs for the full committee.

In addition, this committee will include ETA member representatives from the following programs/departments:

- Early Childhood (1)
- Art (preK-12) (1)
- Music (preK-12) (1)
- Non-traditional teacher (1)
- Physical Education (1)
- Elementary ELL (1)
- Secondary ELL (1)
- Elementary Special Education (1)
- Secondary Special Education (1)
- Related Services (Speech Language Pathologists, School Psychologists, School Social Workers, Itinerants) (3)

All ETA members shall be elected to staggered terms of two (2) years each by their respective constituencies.

All administrators will be appointed by the Superintendent representing the following configuration:

- Curriculum Coordinators (2)
- Elementary Principals (2)
- Middle School Administrator (1)
- High School Administrator (1)
- Other District Administration (1)

*Andrea Erickson* 6/30/14  
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For the U46                      Date

*Audrey Deaver* 6/30/2014  
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For the ETA                      Date

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**Steering Committee** will be comprised of thirteen (13) members chosen from the full Committee.

One ETA member representative from each of the following nine (9) areas:

- Primary elementary (K-3)
- Intermediate elementary (4-6)
- Middle school
- High school
- Early childhood
- Elementary specials (art/music/PE)
- Special education
- ELL/Dual Language
- Related services

Four (4) administrators from those appointed to the full Committee.

### **15.32 Role and Function**

The role of the Professional Development Committee is to coordinate and to plan learning opportunities to support professional development for all teachers, recognizing their differentiated needs. All representatives will collaborate with the SIP team at their school or their department within the district to plan professional development activities. The Committee shall establish procedural guidelines as necessary for its operation.

### **FULL COMMITTEE**

The Professional Development Committee will meet at least quarterly. There will be additional meetings as needed. Proposed agenda items are to be submitted to the Co-Chairs of Professional Development Committee. The Steering Committee will consider all ideas submitted and establish the agenda for each of the Full Committee meetings.

Standard agenda items may include:

1. Steering Committee Report
2. General Updates
3. Applications to Facilitate PD (Sub-Committee Report)
4. Evaluation Subcommittee (Report)

Minutes will be kept of each meeting and will be made available to the Committee members and posted on the District website within 10 school days.

### **STEERING COMMITTEE**

The Professional Development Steering Committee will meet monthly at a regularly scheduled time during the school year (September - May). The Professional Development Steering Committee will have additional meetings as needed. The

*Andrea Erickson* 6/30/14  
For the U46 Date

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For the ETA Date

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Steering Committee will establish an agenda for each of the full committees. The work of the Steering Committee shall include, but not be limited to, review applications for conference attendance, make recommendations to the Superintendent regarding initiatives for consideration, and communicate with Full Committee members on status of work.

### 15.4 PROGRAM PLANNING CRITERIA

Planning of Professional Development programs shall be based on the expressed needs of the staff at the building and/or department level, district goals, and the recommendations of the Instructional Council. Committee members will work with their SIP or department teams to identify professional development needs of their staff and create a plan for those needs to be met through the planning of programs to be offered in the district.

The committee will oversee trainings as well as professional growth opportunities and will keep a calendar of events which will be available to all staff. When possible, these events will be facilitated by ETA members. Programs will be reviewed and refined as needs of staff change.

Andrea Erickson 6/30/14  
For the U46 Date

Audrey Leaver 6/30/2014  
For the ETA Date