

ESSEX COUNTY SCHOOLS OF TECHNOLOGY

2019-20 PROFESSIONAL DEVELOPMENT PLAN

- ✓ NJDOE MANDATED TRAINING
 - ✓ POLICIES
 - ✓ SCHEDULED TRAINING



District Professional Development Plan - Statement of Assurance

District Name: ESSEX CO VOC-TECH

[Print](#)

Statement of Assurance for the District Professional Development Plan

- The school district PDP provides information on school-level and districtwide professional learning opportunities, the resources being allocated toward their support, and a justification for the expenditures.
- The school district PDP includes any professional development required by statute or regulation.
- School-level professional development plans have been reviewed to inform the district PDP.
- The learning needs of students, teachers, and school leaders have been assessed based on educator evaluation data, school-level plans, and data from school- and district-level performances.
- The school district PDP supports and implements professional learning that addresses the NJ Student Learning Standards and aligns with the Standards for Professional Learning in N.J.A.C. 6A:9C-3.3 and the Professional Standards for Teachers and the Professional Standards for School Leaders in N.J.A.C. 6A:9-3.
- The school district PDP is reviewed on an annual basis to assess its effectiveness and revised, as necessary, to meet the school district's learning goals for students, teachers, and school leaders.
- The school district PDP has been presented to the district board of education (or equivalent group) to review for fiscal impact.

I affirm that this district is meeting the requirements for the district-level PDP as stated above.

Name of Chief School Administrator (or designee).

You must press "Save Data" prior to "Submit Data" to complete the submission

Save Data	Submit Data	Welcome Page
-----------	-------------	--------------

©2013 New Jersey Department of Education

For access or technical questions please contact DOEIT@doe.nj.gov DOE Homeroom
 For questions about the Professional Development Statement of Assurance contact [TeachPD](#) NJ Department Of Education

Mandated NJDOE PD Schedule

All training must be verified through the submission of agenda and sign-in sheets or PD certificates. All out of district PD must be submitted for approval prior to attending. A policy manual has been created and will be shared. However, policies can also be accessed through Strauss Esmay.

Date	NJDOE Mandated PD/ Policies	Facilitator/Coordinator, Resources, & Target Staff
<p>06/2019 TBD</p> <p>Athletic Coordinators & Coaches</p>	<p>CPR/AED Training Required P5300</p> <p>Interscholastic Athletic Head Injury Safety Training Program P2431.4</p> <p>School Physician Completion of Cardiac Assessment PD Module P5305</p> <p>Student Athlete Cardiac Assessment Professional Development Module P2431.4; P5310</p> <p>Student Athlete Cardiac Screening PD Module https://www.nj.gov/education/students/safety/health/services/athlete.shtml</p>	<p>PE/Health Teachers & Coaches-Facilitator: RedCross (Coordinator-Mr. Sanchez)</p> <p>Athletic Coordinators & Coaches-Facilitator: Mr. Sanchez or Designee</p> <p>Statement of Assurance – Coordinator: Ms. Tanner</p> <p>Physicians & Advanced Practice Nurses must complete the Student Athlete Cardiac Screening PD Module & certify completion of module on Pre-Participation Physical Evaluation Form *must be verified by School Nurses</p>
<p>6/2019 TBD</p> <p>Selected Teacher Mentors/ Coaches Training</p>	<p>Teacher Mentor Training P3126</p>	<p>NJDOE Mentoring Toolkit-Facilitators: Ms. Bonilla, Mr. Singh, Ms. Carbonell</p>
<p>Summer 2019 TBD</p>	<p>I&RS Referral P2417</p> <p>NJSMART P2428.1</p>	<p>Training for I&RS School Leads Workshop-Coordinator: Dr. Jeter</p> <p>NJDOE Webinars & Training for BSingh & TPinkett</p>
<p>8/20-21</p> <p>Newly Hired Teacher Induction</p> <p>* All Newly Hired Teachers/ Presenter: CO</p>	<p>Suicide Prevention-2hrs Every 5yrs P5350</p> <p>Harassment, Intimidation, & Bullying-2hrs Every 5yrs P5512</p> <p>Missing/Abused Children Reporting P8462; P8464</p> <p>Educator Evaluation P3222; P3221</p>	<p>Policy & SafeSchools- Youth Suicide: Awareness, Prevention and Postvention, Module: Jason Flatt</p> <p>2hr Training & Policies</p> <p>Present/Share Policies</p> <p>Danielson Framework for Teaching, MyLearning Plan, & AchieveNJ Evaluation</p>
<p>8/22</p>	<p>Gang Awareness Training P5615</p>	<p>Policy & SafeSchools-Gang Awareness</p>

<p>Leadership Symposium</p> <p>* Supervisors, Directors, Principals, Vice-Principals/ Presenter: CO</p>	<p>Educator Evaluation P3222; P3221</p> <p>Admin-Ethics, Law, Governance, & HIB P5512; P1540; P3211</p>	<p>Danielson Framework for Teaching, MyLearning Plan, & AchieveNJ Evaluation</p> <p>Policies & SafeSchools: General Ethics in the Workplace</p> <p>Additional Local Requirement: School/District Data, Educator Handbook, Policy Handbook, 2019-20 Initiatives, Bilingual Ed Law, Special Ed Law, NJPEPL</p>
<p>9/4</p> <p>School-Based InService (1.5hrs)</p> <p>* School Staff/ Facilitator: Principals and/or Designee</p>	<p>School Safety P7430</p> <p>Law Enforcement Operations P8467; P9320; P7440; P8420; P9150; P9324; P9323; P7610; P8462</p> <p>Code of Conduct P5600</p> <p>Educator Evaluation P3222; P3221</p>	<p>Policy & Emergency Procedures</p> <p>Policies</p> <p>Policies & Procedures</p> <p>Danielson Framework for Teaching, MyLearning Plan, & AchieveNJ Evaluation</p> <p>Additional Local Requirement: Lesson Planning Schedule, Educator Handbook Policy Handbook, 2019-20 Initiatives, Bilingual Ed Law, Special Ed Law, PDPs & SGOs</p>
<p>9/5</p> <p>Department-Based InService (1.5hrs)</p>	<p>Use of Nebulizer P5330</p> <p>Career & Technical Education P2421</p> <p>School Nurse Delegate for Glucagon P5305 -September TBD</p> <p>Training of Delegates for Epinephrine Administration P5330-September TBD</p>	<p>PD for Nurses *Policy & Regulations</p> <p>SafeSchools-General Safety Orientation</p> <p>ID Volunteers & Train/ Facilitator: Nurse</p> <p>ID Volunteers & Train/Facilitator: Nurse</p> <p>Additional Local Requirement: Content Area PD for Teachers & Support Staff</p>
<p>9/6</p> <p>School-Based InService (1.5hrs)</p>	<p>HIB P5512</p> <p>Missing/Abused Children Reporting P8462; P8464</p> <p>Violence, Vandalism, Alcohol, & Drug Abuse Reporting P8461</p>	<p>SafeSchools-Bullying: Recognition & Response</p> <p>Policies & SafeSchools- Child Abuse: Mandatory Requirements</p> <p>NJDOE Homeroom EVVRS System Reporting - Toni Pinkett, SAC, HIB?</p>

	<p>Asthma P5335</p> <p>Blood Borne Pathogens P7420</p> <p>Equity & Affirmative Action P1140; P5755</p> <p>Integrated Pest Management P7422</p>	<p>SafeSchools-Health Emergencies: Asthma Awareness</p> <p>SafeSchools-Bloodborne Pathogen Exposure Prevention</p> <p>SafeSchools-Discrimination Awareness in the Workplace</p> <p>SafeSchools-Integrated Pest Management module for staff; presentation at Parent Meeting by Bruce Scrivo; dissemination of PowerPoint in link below to students by school principals through PowerSchool; Training for Bruce Scrivo by DEP</p>
	<p>Integrated Pest Management- IPM Minimum Criteria - Structural Control PowerPoint https://www.nj.gov/dep/enforcement/pcp/ipm-powerpoint.htm</p>	
<p>10/2 Faculty Meeting</p>	<p>School Safety Teams P7430; P8420; P8630</p> <p>Diabetic Student Health Plan P5338</p>	<p>Policies & Procedures; Identify Team Members *School Safety Specialist Must Enroll in <i>NJ School Safety Specialist Academy Certification</i></p> <p>Nurse Presentation</p>
<p>10/11 Department-Based InService (2.0hrs)</p>	<p>Reading Disabilities-2hrs P5339; P2460</p> <p>Bilingual Education InService Training P2423</p>	<p>Train ESL Teachers, SPED Teachers, Speech-Language Specialists -Facilitator: Special Services</p> <p>SIOP Training for Mainstream Teachers; NJDOE ESL Supervisor/Administrator</p>
<p>10/16 Department Meeting</p>	<p>General Student Needs Recognition</p>	<p>Nurse Department Meeting/ Facilitator: Dr. Jeter</p>
<p>11/6 Faculty Meeting</p>	<p>Communicable Disease P8451</p>	<p>Policy & Nurse Presentation</p>
<p>1/17 School-Based InService (2.0hrs)</p>	<p>Recognition of Substance Abuse P3218; P4218; P5530 & Alcohol, Tobacco, and other Drug Prevention & Intervention P5530</p>	<p>SafeSchools- (1) Prescription Drug & Opioid Abuse: Impact on Students & (2) Student Drug & Alcohol Abuse</p>
<p>3/13 Department-Based InService (2.0hrs)</p>	<p>Training for Various Content Areas</p>	<p>Facilitators/Coordinators: District Supervisors/Directors and/or designees.</p>

Professional Learning 2019-20

A variety of professional learning opportunities will be afforded to the teachers, administrators, and support staff so as to support growth and development in content knowledge, skills, and pedagogy.

Professional learning will be facilitated through online resources and in-person through in-district and out-of-district workshops and conferences. Through the tuition reimbursement program, teachers that apply, will be reimbursed for pre-approved college/university level courses. On November 7th and 8th, the district will close in order to afford NJEA members to attend the annual NJEA Conference in Atlantic City where a number of relevant workshops are offered.

In-District Professional Learning Dates:

September 4-6th, 2019

October 11, 2019

January 17, 2020

March 13, 2020

Staff will also be able to complete NJDOE mandatory training through the SafeSchools portal and local/state training sessions/modules.

Newly hired teachers and staff will attend the Newly Hired Teacher Induction during the summer so as to prepare for the September school opening.

Topics:

EDUCATOR HANDBOOK

LESSON PLANNING

STATE & LOCAL ASSESSMENTS

TEACH NJ/ACHIEVE NJ

OBSERVATION PROCESS (PRE-CONFERENCE/ OBSERVATION/ POST-CONFERENCE

DANIELSON (DOMAINS/ COMPONENTS) /MY LEARNING PLAN/SUMMATIVE EVALUATION

CAREER & TECHNICAL EDUCATION

TECHNOLOGY RESOURCES

OUTLOOK/POWERSCHOOL/ LOGIN (ACCESS)/WEBPAGE

ACHIEVE NJ: SGOs & PDPs, NJ PROFESSIONAL STANDARDS FOR TEACHERS

POLICIES & PROCEDURES

PAPERWORK/ AESOP/SOURCE FOR TEACHERS/SAFE SCHOOLS

HARASSMENT, INTIMIDATION & BULLYNG

SPECIALIZED POPULATIONS: ELLs & SPECIAL ED

DYFS/504/IR&S/Affirmative Action

ESSEX COUNTY SCHOOLS OF TECHNOLOGY
Professional Development Plan (PDP) 2019-20

District Name	Superintendent Name	Plan Begin/End Dates
Essex County Schools of Technology	DR. JAMES PEDERSEN	July 2019– June 2020

1: Professional Learning (PL) Goals

PL Goal No.	Goals	Identified Group	Rationale/Sources of Evidence
1	Build capacity of all teachers and leadership to analyze student performance data to align instruction and assessment with the NJ Student Learning Standards.	Teachers and principals/supervisors	<ul style="list-style-type: none"> • In understanding how to analyze district, class, and individual student performance data, staff will be more prepared to design and deliver instruction that address the needs of students within the goals and parameters articulated in the New Jersey’s Student Learning standards and curriculum. • Analysis of the Incoming 9th GR applicants Terranova performance shows 47% are at or above grade level mastery for Reading Comprehension and 30% for Mathematics. Data will allow leadership and teachers to identify and remediate areas of weakness during the summer and school year enrichment programs. • Training for teachers and support staff will occur during the school year. School and district leaders will also have the opportunity to analyze data to support instruction during the summer leadership symposium. • Improvements in performance data serve to validate the need for continuous professional development in data analysis to support teaching and learning. • Other data that must be analyze to inform instructional/curricular initiatives/interventions include NJSLS-Science, Math, & ELA, CTE Completer Exams, Access for ELLs, PSAT, SAT, & Accuplacer.
2	Continue to build capacity to implement AchieveNJ in accordance with state regulations and district strategic goals, particularly for newly hired teachers.	Teachers and principals/supervisors	<ul style="list-style-type: none"> • State requirements are in place for implementing the evaluation system based on the TEACHNJ Act. • Information about the regulations will be shared during the September faculty meeting along with a review of the Danielson Framework for Teaching.

			<ul style="list-style-type: none"> ○ Newly hired teachers will also receive this information during the summer Induction, along with the SGO and PDP requirements. ● Teachers need additional support and training in designing SGOs and PDPs that are aligned to school and district instructional goals & student performance data. ● 2019-20 400hr program requirements for CE teachers.
PL Goal No.	Goals	Identified Group	Rationale/Sources of Evidence
3	Build capacity of teachers to engage in continuous professional growth by using high quality, job-embedded, collaborative PL practices.	Teachers and principals/supervisors	<ul style="list-style-type: none"> ● The 2018-19 data from formative observations revealed that teachers still need more professional development and support in Questioning & Discussion, Engaging Students in Learning, and Using Assessments in Instruction. Additionally, for CTE teachers, more training is needed in addressing the Soft Skills sought after by employers. ● A growing body of research indicates that follow up training is an important strategy for improving teacher effectiveness.
4	Build capacity of staff to use the district's online data analysis tool to track student results and inform instructional practices.	Teachers and principals/supervisors	<ul style="list-style-type: none"> ● Continue to use data to drive instruction using "ed-Connect" platform, a powerful data-analysis tool for lesson planning and to generate formative/summative assessments to use as local benchmarks. The data collected is analyzed and discussed with the teachers in order to impact instruction. ● Analysis of the data in the Student Information System (PowerSchool Gradebook) will identify "at-risk" students in terms of academics and attendance and assist the staff in developing early intervention strategies.

2: Professional Learning Activities

PL Goal No.	Initial Activities	Follow-up Activities (as appropriate)
1	<ul style="list-style-type: none"> ● Select teachers, supervisors, and administrators will be offered summer training in designing lesson plan exemplars and 	<ul style="list-style-type: none"> ● Leadership Symposium - Administrators and supervisors will participate in PL during the summer on Danielson Framework,

	<p>benchmark assessments to align teaching and learning to the NJ Student Learning Standards.</p> <ul style="list-style-type: none"> • School/District Leadership will be encouraged to attend NJDOE sponsored training (e.g. AchieveNJ, edConnect, School Law, etc.) as part of their professional growth. 	<p>Formative Assessments, Questioning, Instructional Strategies, and Use Data to Inform Instruction.</p> <ul style="list-style-type: none"> • During the school year, professional learning activities will include single-session in-district workshops, webinars, out of district training, online training, faculty/department meetings, consultants, etc.
2	<ul style="list-style-type: none"> • Teachers will receive annual training, including a follow up refresher when needed, in the teacher evaluation instrument and development of Student Growth Objectives (SGOs) & Professional Development Plans (PDPs). • Building-level administrators and district supervisors will participate in district-sponsored training on supporting teachers in developing SGOs. • Building-level administrators will engage in calibration exercises to reflect on the accuracy of observation ratings/feedback. • Newly hired teachers will receive training during the summer orientation on regulations related to Achieve NJ and Teach NJ. Additionally, ongoing support will be provided throughout the school year. 	<ul style="list-style-type: none"> • Newly Hired Teachers will participate in additional training during the school year to address areas in which they need added support. Information and resources will be shared. This added support has been shown to aide in retention of newly hired teachers. • Teachers and school-based collaborative teams will view and reflect on videos of exemplary practice using MyLearningPlan. • Building-level administrators and district supervisors will explore effective evaluation implementation strategies by engaging in follow up training during the school year during Administrative Council Meetings.
3	<ul style="list-style-type: none"> • Principals will provide teachers with support as outlined in their respective school's PDP for School Leaders. All school PDPs include a goal and school-wide professional learning activities aligned with this goal. • Principals will work collaboratively with the building level ScIP committees to gather input from staff so as to inform PD opportunities and help design, schedule, and/or facilitate professional learning opportunities, such as PLCs. • The district will provide funding for various out-of-district training that enhances teacher practice on addressing the NJ Student Learning standards. 	<ul style="list-style-type: none"> • Teachers will work with their respective school leaders and colleagues to implement and/or refine job-embedded, collaborative PL practices. • Academic and CTE teachers will work collaboratively to analyze student performance data to determine future PD needs and student interventions. • Teachers will be encouraged to visit their colleagues' classrooms to observe lessons that promote high student engagement in learning. • Teachers will implement new strategies guided by evidence (e.g. student work products, observed student engagement) of impact. • Teachers will participate in recommended trainings and webinars.
4	<ul style="list-style-type: none"> • Supervisors/Administrators will be offered follow up training on the use of the lesson planning and data-analysis tool edConnect. • Teachers will be trained to analyze student performance data to identify specific areas of deficiencies. 	<ul style="list-style-type: none"> • Supervisors/Administrators will work within their collaborative teams to practice using edConnect to examine student performance data and use information to help teachers adjust their instruction. • Teachers will administer assessments on edConnect to obtain performance data, which is used to inform instructional decisions and placement of students. (Diagnostic and Benchmark Exams)

<ul style="list-style-type: none"> Teachers will be trained in generating and using formative assessments to track students' progress toward attainment of performance goals. 	<ul style="list-style-type: none"> Teachers will analyze student performance data to identify and address student deficiencies. Teachers will develop high quality SGOs and revise as necessary within the provided time-lines. Teachers will guide students to monitor their own progress.
--	--

3: PD Required by Statute or Regulation

State-mandated PD Activities
See pages 2-4 of the plan.

4: Resources and Justification

Resources
<p>To meet the PL needs of the districts' schools per this plan, the initial recommendation is to allocate approximately 2-4% of the district budget for this purpose. The allocation will come from a combination of state, local, and federal funds and will be adjusted if necessary, pending board approval. This amount covers costs for external providers/consultants, materials, technology resources, travel expenses, subscriptions to online resources, fees for workshops/conferences, and staff stipends. The district offsets expenses by relying on staff expertise whenever possible. Six single session days during the school year, along with department/faculty meetings, will be dedicated for teacher-directed PL activities.</p>
Justification
<p>High quality professional learning experiences are necessary to support professional learning and improve educators' practice. Emphasis will be placed on cultivating and nurturing reflective practitioners, that are data-driven and learner-centered when designing and implementing instructional opportunities for students.</p>

Signature: Dr. James Pedersen
Superintendent Signature

7/6/19
Date

