

3240 PROFESSIONAL DEVELOPMENT

The Board of Education encourages all teaching staff members to pursue a program of continuing professional development by course work or matriculation in institutions of higher learning, participation in workshops and conferences, membership in professional organizations, and independent scholarship.

The Board will offer additional compensation in recognition of the completion of graduate courses of study in accordance with the appropriate negotiated salary schedule.

The Superintendent will permit teaching staff members to visit other schools and classrooms; attend local, regional, or national conferences; and participate in committees, workshops, and panels, both within and outside this district. Requests for participation in such professional development activities must be submitted in writing to the Principal for approval and must demonstrate a nexus between the activity and the employee's professional responsibilities.

Teaching staff members will be reimbursed, to a preapproved limit for the actual costs of their participation in an approved professional development activity.

A teaching staff member who has been granted time off and/or reimbursed for a professional development activity shall submit to the Superintendent, within two weeks, a written report of the activity.

Each active teacher shall be required to complete 100 clock hours of State-approved continuing professional development and/or in-service every five years pursuant with N.J.A.C. 6:11-13.1 et seq. Professional activities/meetings referenced in this Policy must be included as a State-approved experience, as recommended by the Professional Teaching Standards Board (N.J.A.C. 6:11-13.4) and approved by the Commissioner of Education to satisfy the 100-hour requirement.

The Superintendent shall prepare and distribute to all teaching staff members regulations governing professional development activities. The Superintendent shall report regularly to the Board on the professional development activities of teaching staff members.

N.J.S.A. 18A:31-2  
N.J.A.C. 6:8-2.8(a)4; 6:11-13.1 et seq.

Adopted: 9 February 2004

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