

Subject: **Professional Development**

School Approval Standard:
Ed 306.16

This is the tenth in a series of Technical Advisories issued by the Department to clarify the new School Approval Standards.

I. Text of Ed 306.16 Professional Development.

(a) The local school board shall require:

- (1) That each professional and paraeducator staff member improves the content knowledge and teaching skills through participation in professional development activities as described in the district professional development master plan;
- (2) That the goals in the professional development master plan align with the district/school improvement goals;
- (3) That the professional development master plan guides each professional staff member's individual professional development plan in its design, implementation, and evaluation; and
- (4) The regular assessment and evaluation of the needs, design, implementation, and impact on student learning of professional development activities and programs.

(b) The school administration shall require that:

- (1) Each certified educator's individual professional development plan required under Ed 512.03 is aligned with the professional development master plan;
- (2) The professional development activities included in the professional development master plan are designed to improve professional knowledge, as measured in its success in meeting students' needs and improving students' learning; and
- (3) The professional development activities included in the local professional development master plan under Ed 512.02(d)(10):

a. Are:

1. Student focused;
2. Data driven;
3. Research based;
4. Intensive; and
5. Sustained; and

b. Include:

1. Job-embedded activities;
2. *Research;
3. Collaboration;

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4. Practice; and
5. Reflection.

II. Department Discussion:

NOTE: The local Professional Development Master Plan is subject to approval based solely on the Administrative Rule Ed 512.

In order to insure better alignment of Ed 306.16 with Ed 512, the Department will enter into rulemaking the following clarifications:

- (1) (a) (1) should read: That each professional educator and certified paraeducator improves his or her content knowledge and teaching skills, or educational leadership skills through participation in professional development activities as described in the district professional development master plan;
- (2) *(b) 3 b. 2. should read "action research" instead of "research"

The Department encourages high quality professional development activities which meet the following definitions:

1. Student focused: Activities which result in increased skill and knowledge for educators which provide students with the opportunity to meet challenging state academic content standards and student academic achievement standards.
2. Data driven: Activities that use disaggregated student data to determine adult learning priorities, monitor progress, and help sustain improvement in the effort to "Follow The Child."
3. Research based: Activities which are based on scientifically based research and prepare educators to apply research to decision making.
4. ****Intensive and Sustained:** Activities that are part of a comprehensive plan, implemented over time, to accomplish a school goal or to improve student achievement and which include such activities as:
 1. Job-embedded activities: Learning that occurs as teachers and administrators engage in their daily work activities. Job embedded activities often include educators sharing what they have learned, reflecting on specific work experiences to uncover new understanding, listening to colleagues share best practices while trying out new programs, or planning and/or implementing a project.
 2. Action Research: A form of disciplined inquiry that involves educators in a process of selecting a focus, collecting data, analyzing the data, and taking action.
 3. Collaboration: Educators are organized into learning communities whose goals are aligned with those of the school and district.
 4. Practice: Educators perform strategies regularly and repeatedly in order to acquire or polish skills.

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5. Reflection: Educators monitor their own ideas and thought processes, comparing and contrasting them with those of others and providing reasons why they accept one point of view over another.

**One day workshops that are not connected to the overall Professional Development plan are not considered to be intensive or sustained.

Resources for the development of local Professional Development Master Plans to insure that they meet the requirements in Ed 512 and Ed 306.16:

In support of the minimum standards and Ed 512, the Bureau of Credentialing will provide the following resources to assist the School Administrative Units which are currently revising Master Plans.

Revised Rubric and Toolkit Materials: The Bureau of Credentialing is developing a revised rubric for development, review and approval of Master Plans and toolkit materials to align with the revised Ed 512 and to address the requirements in Ed 306.16. It is expected that these resources will be available by spring 2006.

(Access the revised Administrative Rule Ed 512 by going to:

www.ed.state.nh.us/education/laws/Ed_500.htm

Type Control F; fill in pop-up box with Ed 512.01. This will pull up Part Ed 512 PROFESSIONAL DEVELOPMENT MASTER PLAN AND RECERTIFICATION.)

Other resources related to High Quality Professional Development Master Plans and Individual Recertification Plans include:

Local Educators Support Centers Network (LESCN) The mission of the Network is to provide high quality professional development to increase educator quality and student achievement by increasing educators' content knowledge, teaching skills, and use of classroom technology. Consortia of school districts have collaborated with higher education institutions and businesses to maximize the quality of professional development and to leverage resources in support of New Hampshire education. While many of the activities planned for these centers are statewide, each center also customizes their offerings to meet the needs of their region. Visit the LESCN website at www.nheon.org/centers for more information about the statewide and regional offerings of these centers.

New Hampshire Educators ONLine (NHEON) Access information on the curriculum standards as well as teaching and learning resources correlated to standards by going to www.NHEON.org

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Other programs within the Department of Education which provide support by aligning the professional development work they do with the requirements in Ed 512 and Ed 306.16

Accountability /Assessment	High School Reform
Career and Tech Education	Innovative Programs
Content Area Consultants: Art Education, English,	Induction with Mentoring
Mathematics, Social Studies, Science, Health	Reading First
ESOL	Reading Recovery
Guidance and Counseling	School Improvement
Health Services	Special Education
	Service Learning

To access contact persons in these areas go to the Department of Education home page:
www.ed.state.nh.us/education/ and click on Programs, Information and Services.

The Department also recommends professional development resources such as, but not limited to, the Association for Supervision and Curriculum Development (ASCD), the National Staff Development Council (NSDC), and the New England League of Middle Schools (NELMS).

For more information on this technical advisory, contact:
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