

## **Personnel**

### **STAFF DEVELOPMENT**

**BP 4331**

The Governing Board recognizes that professional development enhances employee effectiveness and contributes to personal growth. Staff development for administrative and supervisory personnel shall be designed to guide institutional improvement, build leadership skills, and enhance overall management efficiency.

*(cf. 4119.21/4219.21/4319.21 - Professional Standards)*

The Superintendent or designee shall develop a plan for administrator support and development activities that is based on a systematic assessment of the needs of district students and staff and is aligned to the district's vision, goals, local control and accountability plan, and other comprehensive plans.

*(cf. 0000 - Vision)*

*(cf. 0200 - Goals for the School District)*

*(cf. 0420 - School Plans/Site Councils)*

*(cf. 0420.1 - School-Based Program Coordination)*

*(cf. 0460 - Local Control and Accountability Plan)*

*(cf. 0520.2 - Title I Program Improvement Schools)*

*(cf. 0520.3 - Title I Program Improvement Districts)*

*(cf. 0520.4 - Quality Education Investment Schools)*

The district's staff development program for district and school administrators may include, but is not limited to, the following topics:

1. Personnel management, including best practices on hiring, recruitment, assignment, and retention of staff

*(cf. 4111/4211/4311 - Recruitment and Selection)*

*(cf. 4112.24 - Teacher Qualifications under the No Child Left Behind Act)*

*(cf. 4113 - Assignment)*

2. Effective fiscal management and accountability practices

*(cf. 3100 - Budget)*

*(cf. 3460 - Financial Reports and Accountability)*

3. Academic standards and standards-aligned curriculum and instructional materials

*(cf. 6011 - Academic Standards)*

*(cf. 6141 - Curriculum Development and Evaluation)*

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*(cf. 6161.1 - Selection and Evaluation of Instructional Materials)*

4. Leadership training to improve the academic achievement of all students, including capacity building in pedagogies of learning, instructional strategies that meet the varied learning needs of students, and student motivation
5. The use of student assessments, including analysis of disaggregated assessment results to identify needs and progress of student subgroups

*(cf. 6162.5 - Student Assessment)*

*(cf. 6162.51 - State Academic Achievement Tests)*

*(cf. 6162.52 - High School Exit Examination)*

6. The use of technology to improve student performance and district operations

*(cf. 0440 - District Technology Plan)*

7. Creation of safe and inclusive school environments

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*

*(cf. 5137 - Positive School Climate)*

8. Parental involvement and community collaboration

*(cf. 1240 - Volunteer Assistance)*

*(cf. 6020 - Parent Involvement)*

9. Employee relations

10. Effective school and district planning processes

The district's staff evaluation process may be used to recommend additional staff development for individual employees.

*(cf. 4315 - Evaluation/Supervision)*

The Superintendent or designee shall evaluate the benefit to staff and students of professional development activities.

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*(cf. 0500 - Accountability)*

#### *Legal Reference:*

##### EDUCATION CODE

44681-44689.2 - Administrator training and evaluation

52060-52077 - Local control and accountability plan

#### *Management Resources:*

##### WESTED AND ASSOCIATION OF CALIFORNIA SCHOOL ADMINISTRATORS PUBLICATIONS

*California Professional Standards for Educational Leaders, 2001*

##### WEB SITES

*Association of California School Administrators: <http://www.acsa.org>*

*California Department of Education: <http://www.cde.ca.gov>*

*California School Leadership Academy: <http://www.csla.org>*

*Commission on Teacher Credentialing: <http://www.ctc.ca.gov>*

*WestEd: <http://www.wested.org>*

#### **Policy**

**Adopted:** September 26, 1995

**Revised:** August 28, 2014

#### **PASADENA UNIFIED SCHOOL DISTRICT**

Pasadena, California