

SUPERVISION/PROFESSIONAL DEVELOPMENT

The Board acknowledges that the purpose of supervision is to improve teacher performance in the classroom so that all students have an opportunity to achieve the Core Curriculum Content Standards.

Each teacher employed in the District as of the effective date specified by the Administrative Code will be responsible for fulfilling requirements for continuing education and for making annual progress toward the goal of one hundred (100) clock hours of state-approved professional development every five years. In addition, all newly employed teachers must fulfill this requirement and have a Professional Development Plan ("PDP") in place within sixty (60) instructional days of the beginning of their teaching assignment. Each teacher's PDP will incorporate and include appropriate steps toward this goal, and will be designed to assist teachers in obtaining and maintaining the knowledge and skills essential to student achievement of the state's Core Curriculum Content Standards. The PDP will describe specific activities designed to provide guidance for that teacher in improving his/her performance, and the activities shall align with the Professional Standards for Teachers as set forth in N.J.A.C. 6A:9-3.3. Such activities may include, but are not limited to, seminars, course work, day-long workshops, and classes on certain instructional approaches. Although supervisors will develop PDPs in collaboration with teachers, the Superintendent or his/her designee will maintain final authority in determining their appropriate content.

Supervisory assistance and support in achieving the one hundred (100) clock hours of state-approved continuing education will be offered in the context of the District's evaluation process, negotiated agreements, other policies, student safety and well-being, continuity of instruction, and budgetary constraints.

The Superintendent or his /her designee will develop procedures for supervision of the teaching and administrative staff in performance of their duties that shall not be limited to the observations required for evaluation. Such supervision may include, but need not be limited to, review of lesson plans and teacher-made examinations; regularly scheduled curriculum conferences; and brief, informal classroom observations. The supervisor shall note the teacher's satisfactory fulfillment or non-fulfillment of continuing education requirements identified in the PDP.

This policy will be distributed to each teaching staff member at the beginning of his/her employment.

Date: May 8, 2006

Date Revised: March 28, 2011

Legal References:

N.J.S.A. 18A:4-15	General rule making power
N.J.S.A. 18A:4-16	Incidental powers conferred
N.J.S.A. 18A:6-10 <i>et seq.</i>	Dismissal and reduction in compensation of persons under tenure in public school system
N.J.S.A. 18A:11-1	General mandatory powers and duties
N.J.S.A. 18A:27-3.1 through -3.3	Non tenured teaching staff; observation and evaluation; conference; purpose
N.J.S.A. 18A:28-5	Tenure of teaching staff members
N.J.S.A. 18A:29-14	Withholding increments; causes; notice of appeals
N.J.A.C. 6:30-2.1(a)8	Purpose and program descriptions
N.J.A.C. 6A:9-15.1 <i>et seq.</i>	Required Professional Development for Teachers
N.J.A.C. 6A:32-4.4	Evaluation of tenured teaching staff member
N.J.A.C. 6A:32-4.5	Supervision of instruction: observation and evaluation of nontenured teaching staff members

Manual for the Evaluation of Local School Districts

Possible**Cross References:**

2130	Administrative staff
2131	Chief school administrator
4112.6	Personnel records
4116	Evaluation
4117.41	Nonrenewal
4131/4131.1	Staff development; in-service education/ visitations/ conferences
4215	Supervision/Professional Development
4216	Evaluation
6143.1	Lesson plans
6200	Adult/community education