



NORTH COLLINS
CENTRAL SCHOOL DISTRICT
Home of the Eagles

**NORTH COLLINS CENTRAL SCHOOL DISTRICT
PROFESSIONAL DEVELOPMENT PLAN SY 2019-20**

DISTRICT NAME: North Collins Central School District
BEDS CODE: 142201040000
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PLAN EFFECTIVE DATE: 09/01/2019
NUMBER OF BUILDINGS IN DISTRICT: TWO
NUMBER OF PROFESSIONAL DEVELOPMENT TEAMS: ONE

COMPOSITION OF 2019-20 DISTRICT PROFESSIONAL DEVELOPMENT TEAM
A Function of the District Educational Advisory Committee (EAC)

Brandon Wojcik, Co-Chairperson, Jr.-Sr. High School Principal
John Cataldo, Co-Chairperson, Elementary School Principal
Jinelle Burger, Director of Student Services
Lisa Brosnick, Jr.-Sr. High School Teacher
Robert English, Jr.-Sr. High School Counselor
Art Gasiewicz, Special Education Teacher
Scott Kaplan, TOSA – Technology Integrator
Kevin Manchester, Jr-Sr High School Teacher
Jennifer Schmitt, Jr-Sr High School Teacher
Marjorie Dintino, Elementary School Teacher
Donna Reiman, Elementary School Teacher
Kristina Miller, Parent Member
Darlene Stefan, Parent Member
Heather Krystofiak, Erie 2 BOCES IES
Katelyn Springer, Elementary School Teacher

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PROFESSIONAL DEVELOPMENT PLAN SY 2018-19**

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I. INTRODUCTION

The mission statement of the North Collins Central School District reads:

The North Collins Central School District is a safe and supportive learning environment that strives to maximize educational opportunities for all students, faculty, staff, and community members. We nurture responsibility, creativity, energy, and open-mindedness to empower successful contributors to a global society

In order to support this strong statement, the Education Advisory Committee has established a Professional Development Team that considers the needs of the district, based on a review of assessment/attendance/behavioral data, and recommends goals that will structure the professional development for the school year. It is the goal of the Professional Development Team to facilitate the provision of meaningful, substantial and relevant professional development opportunities to the teachers and paraprofessionals in the North Collins Central School District, based on district generated data and research based “best practices.” Ultimately, this thoughtful approach to the establishment of quality professional development will improve teaching and learning in our district, maximizing the educational opportunities for our students and nurturing lifelong learners.

Following this process, the Professional Development Team has outlined a professional development plan for the 2019-20 school year. This plan was submitted to the BOE for their consideration, approval, and implementation for SY 2019-20. The PDP will be reviewed annually, up-dated, as needed, and incorporated into the Comprehensive District Education Plan (CDEP). The PDP will assist all teachers in maintaining their professional certifications. These opportunities will be aligned with major improvement goals, collective and individual, and will be determined and compensated according to future contract negotiations.

The Board of Regents, at its March 2016 meeting adopted a new Subpart 80-6 of the Regulations of the Commissioner of Education to implement Chapter 56 of the Laws of 2015 relating to the registration process for any holder of a classroom teaching, school leader and teaching assistant certificate that is valid for life (Permanent, Professional and Level III Teaching Assistant) and the establishment of Continuing Teacher and Leader Education (CTLE) requirements for Professional and Level III Teaching Assistant certificate holders.

This plan exists to communicate the planning and implementation of professional development within the North Collins Central School District as a sponsor of Continuing Teacher and Leader Education (CTLE).

II. NEEDS ANALYSIS

The Professional Development Committee, under the guidance of the District Comprehensive Improvement Plan (DCIP) considered current and historical academic and assessment data, student achievement on college readiness assessments and behavioral data in determining what professional development would best support the goals of the North Collins School District.

The committee discussed our designation as a Target District. A subset of our EAC in conjunction with an educational advisor and parents, put together a District Comprehensive Improvement Plan. It was decided that our PDP goals would come from that plan for the next three years.

We also discussed the professional development at the Junior-Senior High School which is designated a Comprehensive Support and Improvement School. A team made up of EAC members, Junior-Senior High School Staff, an outside educational consultant, parents and students came up with a School Comprehensive Education Plan. It was decided that our Professional Development Plan would encompass some of those goals as well.

These goals are derived from and linked to the District Comprehensive Improvement Plan (DCIP), and will be revised in accordance with updates and revisions to the DCIP.

III. GOALS & OBJECTIVES

Professional development is a continuous process by which professional educators increase and refine their knowledge, skills, and practices to remain current and effective within all areas of education. The goals of the District Comprehensive Improvement Plan (DCIP) are as follows:

1. By May 2020 school leaders will visit each teacher's classroom a minimum of 1 time per month, as evidenced by a 20 percent increase of strongly agree/agree on the follow up School Performance Scan Survey, L11 "Our school leaders frequently visit classrooms, conducting informal walk-throughs," given in Spring 2020.
2. By May 2020, all teachers will create a pacing guide for at least one curricular area (PK-6 will complete for English Language Arts, and 7-12 will choose one curricular area with Regents courses taking precedent), evidenced by a digitally stored pacing guide.

3. By May 2020, student perception of their engagement in the learning process will increase by 75%. A toolbox of engagement strategies will be developed incrementally for all teachers throughout the 2019-2020 school year. Administration will document student engagement via classroom walkthroughs. This increase will be evidenced on the following student voice survey questions: “We work with partners or in groups in my class.” (Elementary School) “Teachers provide time for students to discuss topics and learn from each other.” (Jr./Sr. High School)

Goal 1 Objectives

- Professional development for school leadership (“Leveraged Leadership”) on conducting walk-throughs and providing feedback
- Administration created walk through tool to provide feedback to teachers on instruction
- Increase school leader visibility in classrooms, as well as their support around classroom instruction.

Goal 2 Objectives

- Professional development related to constructing pacing guides
- Grade/content level teams will work together to produce pacing guides for one content area. (PK-6 will be ELA, 7-12 will give regents courses precedence)
- Professional Development Specialist will review pacing guides and provide assistance where needed.

Goal 3 Objectives

- Provide professional development for teachers to develop a minimum of twelve student engagement learning strategies
- Create a documentation system to provide feedback to teachers on the utilization of student engagement learning strategies
- Administer the post survey to students for assessment of their perception of increased engagement in their learning

IV. STRATEGIES

Professional development is a continuous process and should be viewed as an expanding cycle, building knowledge and skills through seminars, workshops and self-study. The six step process functions in the following manner:

North Collins Central School District Professional Development Plan SY 2019-20

1. **Identify** common district and individual needs, goals, and/or objectives,
2. **Plan** on how to address these needs, goals, and/or objectives,
3. **Implement** programs that, while providing choice, produce concrete methods of attaining the needs, goals, and/or objectives,
4. **Monitor** the program’s progress by collecting faculty and/or student data,
5. **Evaluate** data collected and use it to determine subsequent professional/staff development activities,
6. **Modify, adapt, and re-identify** new/revised needs, goals, and/or objectives (e.g., return to step 1).

AREA OF FOCUS: 2019-20 ACADEMIC YEAR

1. “Leveraged Leadership” with school leaders to conduct walk-throughs monthly in each classroom, providing feedback on instruction to the teachers. (PLC Associates)
2. Pacing Guides: Development of grade/content specific pacing guides so that teachers ensure all standards are taught as well as a common emphasis in similar classrooms.
3. Student Engagement: Turnkey training of student engagement strategies and “The Foundational Five: from PLC associates to staff.

PROPOSED TIMELINE of PROFESSIONAL DEVELOPMENT ACTIVITIES

Superintendent’s Conference Days SY 2019-20

Date	Primary	Secondary
September 3, 2019	Policy Review, DCIP update: Scott Taylor, NCCSD Safety/Technology Updates: Brandon Wojcik, John Cataldo, NCCSD Social Emotional Training: Jinelle Burger	
September 4, 2019	DCIP Roll Out: DCIP Team Faculty Meetings: Brandon Wojcik, John Cataldo, NCCSD Data Team Meetings: Brandon Wojcik, John Cataldo, NCCSD	
October 25, 2019	Making Connections between the Tenets-Admin Team Presentation of student engagement strategies- DCIP Team Grading Reading exams-Elementary Teachers Pacing guides and Data protocol meetings-Jr.-Sr. HS Teachers	
January 24, 2020	DCIP/SCEP Update TBD	DCIP/SCEP Update TBD
March 20, 2020	DCIP/SCEP Update TBD	DCIP/SCEP Update TBD

North Collins Central School District Professional Development Plan SY 2019-20

Appendix A: Service Providers for SY 2019-20

Name	Contact Information	Workshop/Training
Scott Taylor	Superintendent North Collins CSD 2045 School Street North Collins, NY 14111 staylor@northcollinscsd.org (716) 337-0101 x1300	Faculty Meeting
Brandon Wojcik	Principal North Collins CSD 2045 School Street North Collins, NY 14111 bwojcik@northcollinscsd.org (716) 337-0101 x1302	School Safety Data Analysis Faculty Meetings
John Cataldo	Principal North Collins CSD 2045 School Street North Collins, NY 14111 jcataldo@northcollinscsd.org (716) 337-0101 x2150	Faculty Meetings Data Analysis
Jinelle Burger	Director of Student Services North Collins CSD 2045 School Street North Collins, NY 14111 jburger@northcollinscsd.org (716) 337-0101 x2153	Special Education Updates Goal Setting CPI
Heather Krystofiak	Staff Development Specialist, Integrated Education Services Erie 2 - Chautauqua-Cattaraugus BOCES Wheelock Primary School 75 Chestnut Street Fredonia, NY 14063 hkrystofiak@e2ccb.org 716-672-4371	Writing Assessment Training Visible Learning Common Formative Assessment
Scott Kaplan	TOSA - Technology Integrator North Collins CSD 2045 School Street North Collins, NY 14111 skaplan@northcollinscsd.org 716-337-0101	G Suite Google Training

Janet Gillmeister Greg Speranza	PLC Associates janet.gillmeister@gmail.com Greg_PLC@aol.com	Foundational Five Leverage Leadership
Lisa Brosnick Kerri Buell	Teachers North Collins CSD 2045 School Street North Collins, NY 14111 lbrosnick@northcollinscsd.org kbuell@northcollinscsd.org	New York State Science Learning Standards Overview
This plan and list of service providers will be amended and updated to the NYSED in the event additional service providers are needed to provide professional development for SY 2019-20.		

Provisions for School Violence Prevention and Intervention

The North Collins Central School District is committed to hiring teachers who have fulfilled the requirements of certification, including participation in workshops covering school violence prevention and intervention. Such workshops shall consist of at least two clock hours of training that includes but is not limited to: study in the warning signs within a developmental and social context that relate to violence and other troubling behaviors in children; the statutes, regulations, and policies relating to a safe nonviolent school climate; effective classroom management techniques and other academic supports that promote a nonviolent school climate and enhance learning; the integration of social and problem solving skill development for students within the regular curriculum; intervention techniques designed to address a school violence situation; and how to participate in an effective school/community referral process for students exhibiting violent behavior.

On a periodic basis, and as part of newly required training regarding the aforementioned warning signs, the North Collins Central School District will provide refresher training and updates to faculty and staff.

Provisions for Mentoring Program

The North Collins Central School District **Mentoring Program** is defined by Board of Education policy, as outlined below:

First year teachers must participate in a mentoring program as a component of the Professional Development Plan. The purpose of the mentoring program is to increase the retention of new teachers and improve their ability to assist students in attaining State learning standards. The mentor’s role is to provide guidance and support to a new teacher. However, additional mentor responsibilities may be negotiated and reflected in a collective bargaining agreement.

As per the **District Mentoring Handbook**, The North Collins Central School District believes in helping new teachers make a smooth transition into teaching by supporting participation in a Mentor Program that teams a new teacher (apprentice) with a professional partner (mentor). This mentoring process ensures that the apprentice teacher's first year experience includes a variety of professional experiences and that the new teacher is orientated to both the workplace and the culture of the community through coaching and support. This mentoring experience also helps apprentice teachers understand and meet their professional leadership responsibilities for promoting student learning through planning, delivering, and evaluating quality instruction.

Basic provisions of the **Mentoring Plan** include the following roles and responsibilities:

The **Mentor Liaison** will:

- Distribute and collect mentor applications
- Communicate status of mentoring program
- Determine needs for following year
- Collect annual reviews and evaluation of the program
- Work with the mentor/apprentice teacher to ensure compliance with mentor plan

The **Mentor Committee** will

- Review mentor applications
- Make recommendations regarding mentor appointments and mentor-apprentice pairings
- Review and change mentoring assignments as necessary
- Determine the length of apprentice placement in the North Collins Central School District mentor program, based on input from the mentor, apprentice, and administration

Provisions for Teachers Certified in Bilingual/English Language Learner (ELL) Education

Teachers possessing a Professional certificate in the certificate title of English to speakers of other languages (all grades) or a holder of a bilingual extension under section 80-4.3 of this Title must complete their CTLE hours with a minimum of 50 percent in language acquisition aligned with the core content area of instruction taught, including a focus on best practices for co-teaching strategies, and integrating language and content instruction for English language learners.

As a District with fewer than 30 (or < 5%) enrolled English language learners, the North Collins Central School District does not employ certified Bilingual/ELL teachers.

The North Collins School District's teachers will utilize the expertise and trainings provided by the Regional Bilingual Education Resource Network to fulfill these requirements for any enrolled K-12 ELL student.