

SUPERINTENDENT'S REGULATION 5-4.5 (A) LICENSED PERSONNEL: PROFESSIONAL GROWTH

Staff Development

All teachers new to Poquoson City Schools shall report five days prior to the reporting date for all returning teachers, to attend new teacher orientation.

All certificated personnel are required to complete twelve hours of staff development annually. An all-day school session will account for six staff development hours. Attendance at the district Professional Development Academy may fulfill all or part of the remaining six hours required. Attendance at the district Professional Development Academy is optional. If staff members wish to complete all or part of the six-hour requirement at another time after school hours, then they may opt to use the district Professional Development Academy as an encumbered workday.

At some point during the school term, but prior to March 15 annually, each staff member will complete a Professional Activity Summary Form and submit it to the building principal, who in turn will send it to the deputy superintendent of instruction annually as part of the staff member's summative evaluation. Completion of annual staff development is a requirement, among a number of requirements, for staff members to receive an annual merit increase in salary. See Policy 5-4.7.