

District Professional Development Plan 2023-2024

District Name	Superintendent Name	Plan Begin/End Dates
CLAYTON SCHOOL DISTRICT	NIKOLAOS KOUTSOGIANNIS	JULY 2023-JULY 2024

1: PROFESSIONAL LEARNING(PL) GOALS

PL Goal No.	Goals	Identified Group	Rational/Sources of Evidence
1	(Literacy) Instructional staff will participate in professional development to impact student proficiency in literacy. Participants will increase their capacity to prioritize literacy skills in each content area.	Certified Instructional Staff	<ul style="list-style-type: none"> Student performance results Teacher observation data New Jersey Student Learning Standards Benchmark Assessment Data Qualitative Data- i.e. teacher meetings, curriculum and instruction meetings, etc.
2	(Behavior Management) Classroom teachers will participate in professional development activities to increase their capacity to create classrooms that are aligned with the goals of behavior management which result in the promotion of positive, pro-social classroom behaviors and creating classroom environments with few disruptions to learning.	Classroom Teachers	<ul style="list-style-type: none"> Disciplinary Referrals Counseling Data Parent Logs Teacher Observation Data New Jersey Student Learning Standards-CRKLS
3	(Mental Health) Engage staff in professional development activities to increase awareness of student and staff mental health issues and the effect on teaching and learning.	All Staff	<ul style="list-style-type: none"> Staff and Student Records Teacher Observation Data Discipline Data Counseling Records
4	(Special Education) Strengthen the Co-teaching and Inclusion Models in classrooms with special education students.	Administrators Teachers	<ul style="list-style-type: none"> Teacher Observation Data Teachers Survey Spring 2023 Student Performance Data

5	(Textbook Programs) Implementation of newly purchased textbook programs.	Administrators Teachers	<ul style="list-style-type: none"> • Program Components • New Jersey Student Learning Standards
6	(Climate Awareness) Build teacher capacity to implement the New Jersey Learning Standards for Climate Awareness.	Administrators Teachers	<ul style="list-style-type: none"> • New Jersey Student Learning Standards-Climate Awareness

2. PROFESSIONAL LEARNING ACTIVITIES

PL Goal No	Initial Activities	Follow-up Activities (as appropriate)
1	(Literacy) <ul style="list-style-type: none"> • Staff In-Service • Professional Learning Communities • Summer Program Development • Summer Professional Learning Communities • Solicitation and Distribution of Materials • Access to Digital Resources 	<ul style="list-style-type: none"> • Staff Training • Professional Learning Communities • Peer Observations • Instructional Coaching • Observation Feedback
2	(Behavior Management) <ul style="list-style-type: none"> • Staff In-Service • Staff Meetings • Review District Policies, Staff and Student Handbooks, Code of Conduct, etc. • Summer Program Development • Summer Professional Learning Communities • Summer Leadership Summit 	<ul style="list-style-type: none"> • Workshops • Peer Observations • Instructional Coaching • Dissemination of Information Documents • Observation Feedback
3	(Mental Health) <ul style="list-style-type: none"> • Staff In-Service-Keynote Presentation 	<ul style="list-style-type: none"> • Staff Training and Meetings • Resources and supports for staff and students • Dissemination of Information Documents • Research

4	(Special Education) <ul style="list-style-type: none"> • Staff In-Service • Staff Meetings • Consultation- LRC South 	<ul style="list-style-type: none"> • Participation in professional development activities provided by LRC South per agreement.
5	(Textbook Programs) <ul style="list-style-type: none"> • Summer Program Development • Summer Professional Learning Communities • Distribution of Materials 	<ul style="list-style-type: none"> • Instructional Coaching • Professional Development provided by vendors
6	(Climate Awareness)	<ul style="list-style-type: none"> • Staff In-Service • Dissemination of Information • Assemblies and Special Events

3. PROFESSIONAL DEVELOPMENT REQUIREMENTS IN STATUTE OR REGULATION

A. Reading Disabilities

Statutory/Regulatory Guidance	Statute/Regulation	Recipients (As Described By Law)	Time	Notes
Reading Disabilities/Dyslexia Instruction on screening, intervention, accommodation, and use of technology for students with reading disabilities, including dyslexia, for certain teaching staff members	NJSA 18A:6-131	<ul style="list-style-type: none"> • General Education Teachers employed in K-3 • Special Education and Basic Skills Teachers • English as a Second Language Teachers • Reading Specialists • Learning Disabilities Teacher Consultants • Speech-Language Specialists 	2 Hours Annually	

B. Prevention: Suicide, Substance Abuse, Harassment, Intimidation and Bullying

Statutory/Regulatory Guidance	Statute/Regulation	Recipients (As Described By Law)	Time	Notes
Suicide Prevention All teaching staff members must attend instruction in suicide prevention as part of an individual's PD requirement. While this is not	N.J.S.A. 18A:6-112	Teaching Staff Members (Similar to "school staff," a member of the professional staff of any board of education who holds a valid and effective standard, provisional or emergency certificate, including teachers, administrators,	2 Hours per 5 Years	Instruction must be provided by a licensed health care professional with training

an annual requirement for all teaching staff members, the district must ensure that it is made available annually to those who have not completed the requirement (e.g., new staff, staff who were absent during the last session).		school nurse, and school athletic trainer. N.J.S.A. 18A:1-1.)		and experience in mental health issues.
Harassment, Intimidation and Bullying The district board of education is required to review the training needs of district staff for the effective implementation of the HIB policies, procedures, programs, and initiatives and to implement locally determined staff training programs.	N.J.S.A. 18A:37-17b and c., N.J.A.C. 6A:16-7.7	<ul style="list-style-type: none"> • Public School Teachers • School Employees • Volunteers with student contact • Contracted service providers 	<p>Training on District Policy: Annually;</p> <p>Training on prevention: 2 Hours per 5 Years</p>	
Recognition of Substance Abuse In-service training program instruction for the identification of symptoms and behavioral patterns; appropriate intervention strategies; and the prevention, early intervention, treatment, and rehabilitation of individuals who show symptoms of substance abuse.	N.J.S.A. 18A:40A-15, N.J.A.C. 6A:16-3.1(a)(4)	<ul style="list-style-type: none"> • Public School Instructional Teachers 	No Min. Req.; training must be reviewed/updated annually	N/A

C. School Safety, Security and Code of Student Conduct

Statutory/Regulatory Guidance	Statute/Regulation	Recipients (As Described By Law)	Time	Notes
School Safety In-service training program to enable employees to recognize and appropriately respond to safety and security concerns, including emergencies and crises, consistent with the district board of education's plans procedures and mechanisms for school safety and security.	N.J.A.C. 6A:16-5.1(d)	District Employees	Within 60 days of employment; Must be reviewed and updated annually	N/A
Law Enforcement Operations In-service training must be provided on policies and procedures established in the subchapter on law enforcement operations for substances, weapons and safety and the exchange of information regarding the practices of the education and law enforcement agencies.	N.J.A.C. 6A:16-6.2(b)12	<ul style="list-style-type: none"> • School Staff 	Not specified	N/A
Mandatory Gang Awareness Training for School Administrators	N.J.S.A. 52:17B-4.7	School Administrators	During first year of employment as an	

Administrators in their initial year of employment must attend a seminar developed by the Office of the Attorney General and provided annually in each county on the topic of how to recognize signs of gang involvement or activity, or attend a seminar conducted by a public school district which is substantially equivalent.			administrator	
Code of Student Conduct District boards of education provide all employees training on the code of student conduct, including training on the prevention, intervention, and remediation of student conduct in violation of the board of education's code of student conduct.	N.J.A.C. 6A:16- 7.1(a)4	• District Employees	Annually	
Potentially Missing/Abused Children Reporting Training on procedures for the early detection of missing, abused, or neglected children through notification of, reporting to, and cooperation with the appropriate law enforcement and child welfare authorities.	N.J.S.A. 18A:36-25, N.J.A.C. 6A:16-11	• Employees • Volunteers • Interns	New employees as part of their orientation. Otherwise as determined by the district board of education.	
School Safety Teams At least one PD opportunity in effective school climate improvement, practices, programs, or approaches.	N.J.S.A. 18A:37- 21(b) & (d)	• School Safety Team members (School safety team: school principal or designee, a teacher, an anti-bullying specialist, a parent of a current student, and any other discretionary members.)	N/A	
School Safety Specialist The superintendent in each school district must designate a school safety specialist. The school safety specialist must acquire certification through participating in the New Jersey School Safety Specialist Academy.	N.J.S.A. 18A:17-43.2 N.J.S.A. 18A:17-43.3	• The school administrator designated by the school district superintendent as the School Safety Specialist. Every school district must have a designated School Safety Specialist	Every School Safety Specialist must attain certification once appointed	
Incident Reporting of Violence, Vandalism and Alcohol and Other Drug Abuse The chief school administrator must provide for the annual training of staff to prepare them to fulfill the reporting of weapons possession,	N.J.S.A. 18A:17-46, N.J.A.C. 6A:16-5.3 (d)2	• School Staff	Annually	

violence, vandalism, alcohol, and drug abuse.				
---	--	--	--	--

D. Health

Statutory/Regulatory Guidance	Statute/Regulation	Recipients (As Described By Law)	Time	Notes
<p>Communicable Diseases A medical inspector or nurse must lecture teachers concerning the methods employed to detect the first signs of communicable disease and the recognized measures for the promotion of health and the prevention of disease.</p>	N.J.S.A. 18A:40-3, N.J.A.C. 6A:16-2.3(b)(xv)	<ul style="list-style-type: none"> • Teachers 	N/A	
<p>Use of Nebulizer Certified school nurses or other persons authorized to administer asthma medication are required to receive training in airway management and on the use of nebulizers and inhalers consistent with nationally recognized standards.</p>	N.J.S.A. 18A:40-12.8(a), N.J.A.C. 6A:16-2.3(b)2	<ul style="list-style-type: none"> • School Nurse 	Not specified	
<p>Asthma The Commissioner must assure that annual asthma education opportunities are made available for school physicians and all teaching staff. The NJ Pediatric and Adult Asthma Coalition produced education videos which support this requirement.</p>	N.J.S.A. 18A:40-12.9	<ul style="list-style-type: none"> • Teaching Staff • Medical Inspectors; • School Physicians; 	Education opportunities available annually	
<p>Diabetic Student Health Plan Training by the school nurse in the care of students with diabetes.</p>	N.J.S.A. 18A:40-12.13(d)	Appropriate staff members including staff working with school-sponsored programs outside of the regular school day, as provided in the individualized health care plan and the individualized emergency health care plan.	N/A	
<p>School Nurse Delegate for Glucagon The school nurse or other qualified health care professional must train school district employees who volunteer to administer glucagon to a student with diabetes who is experiencing severe hypoglycemia when the</p>	N.J.S.A. 18A:40-12.14, N.J.A.C. 6A:16-2.3(b)3vii	<ul style="list-style-type: none"> • Appropriate staff - Volunteers designated by the school's assigned nurse to administer glucagon when that nurse is not physically present 	N/A	

school nurse is not physically present.				
Training of Delegates for Epinephrine Administration The certified school nurse in consultation with the board of education, or the chief school administrator of a nonpublic school, shall recruit and train volunteer designees who are determined acceptable candidates by the school nurse within each school building.	N.J.S.A. 18A:40-12.6(c), N.J.A.C. 6A:16-2.3(b)3vii	• Appropriate staff -	N/A	
General Student Needs Recognition Training in human growth and development; substance abuse and dependency; and human and intercultural relations; and formal inclusion into each endorsement holder’s PD plan.	N.J.S.A. 18A:40-3.3(a), N.J.A.C. 6A:9B14.3(d) and 14.4(d)	School nurse endorsement holders	20 hours during the initial 3 years	The professional development requirements shall be incorporated into each endorsement holder’s professional development plan.
Bloodborne Pathogens Staff designated as at-risk of exposure under the district’s Exposure Control Plan require training and schools must also identify students at risk of exposure due to occupational training programs and provide equivalent training.	N.J.S.A. 34:6A-25 et seq	• School Staff	Annually	
Alcohol, Tobacco, and Other Drug Prevention and Intervention District boards of education must ensure all education staff members receive in-service training in alcohol, tobacco, and other drug abuse prevention and intervention.	N.J.S.A. 18A:40A-3, 15, N.J.A.C. 6A:16-3.1(a)4	Educational Staff Members	Annually	
Career and Technical Education Initial training on safety and health issues prior to working or participating in any career and technical education course or program.	N.J.A.C. 6A:19-6.4(d)8	• All new CTE staff and students	Prior to prior to working or participating in CTE	
CPR/AED Training Required All public and nonpublic schools must have individuals trained in CPR and AED use.	N.J.S.A. 18A:40-41a through 41c	• A designated staff member trained in CPR/AED must be present for athletic events or team practices • Every school must have at least 5 school employees certified in CPR/AED as part of	N/A	Janet’s Law

		their action plan for responding to a sudden cardiac event		
Lyme Disease Training of all teachers who instruct students with Lyme disease which emphasizes the special needs and problems of students with the disease, in order to provide information about how best to teach those students.	N.J.S.A. 18A:35-5.3	Teachers of students with Lyme disease	Annually	Student confidentiality must be maintained. Lyme Disease Information (2009)
Epilepsy and Seizure Disorders (Paul's Law) Training of all staff in the care of students with epilepsy and seizure disorders, including staff working with school sponsored programs outside of the regular school day.	N.J.S.A. 18A :40-12.35(d)1, 2	<ul style="list-style-type: none"> • All staff • Training must include a Department of Health approved on-line or in-person course of instruction provided by a nonprofit national organization 	N/A	

E. Interscholastic Athletics

Interscholastic Athletic Head Injury Safety Training Program School physicians, any person who coaches a public school district or nonpublic school interscholastic sport or cheerleading program, and an athletic trainer involved in a public or nonpublic school interscholastic sports program or cheerleading program are required to complete training in head injury prevention and management.	N.J.S.A. 18A:40-41.2	<ul style="list-style-type: none"> • School Physicians • Athletic Trainers • Coaches 	Complete an interscholastic athletic head injury safety training program Distribute fact sheet annually to every student athlete and parent/guardian of student athlete	
School Physician Completion of Cardiac Assessment PD Module A contract between a school district and a school physician shall include a statement of assurance that the school physician has completed the Student Athlete Cardiac Screening professional development module.	N.J.S.A. 18A:40-1.1	<ul style="list-style-type: none"> • School Physicians 		
Student-Athlete Cardiac Assessment Professional Development Module	N.J.S.A. 18A:40-41d 18A:40-41.7	<ul style="list-style-type: none"> • Physicians • Advanced Practice Nurses • Physician's Assistants 	N/A	

<p>A physician, advanced practice nurse, or physician assistant who performs a student athlete's annual physical examination prior to the student's participation in a school sponsored interscholastic or intramural athletic team or squad must complete the Student-Athlete Cardiac Screening professional development module and certify on the Pre-participation Physical Evaluation form attesting to the completion of the module.</p>				
---	--	--	--	--

F. Additional Professional Development Topics

Statutory/Regulatory Guidance	Statute/Regulation	Recipients (As Described By Law)	Time	Notes
<p>Educator Evaluation Training on the district's evaluation rubrics, policy, and procedures and any relevant educator practice instrument. Teachers new to the district require more thorough training.</p>	<p>N.J.S.A. 18A:6-123(b)(10), N.J.A.C. 6A:10-2.2(b)(1)</p>	<ul style="list-style-type: none"> Teaching Staff Members 	<p>Annually</p>	
<p>Educator Evaluation Training on the teacher and principal practice instruments for any supervisor who will conduct observations for the purpose of evaluation of teachers, principals, assistant principals, or vice principals</p>	<p>N.J.A.C. 6A:10-2.2(b)2,3</p>	<ul style="list-style-type: none"> Supervisors who conduct observations of teachers, principals, assistant principals or vice-principals for the purpose of evaluation 	<p>Before conducting any observations; refreshed annually</p>	
<p>Ethics, Law, Governance, Harassment, Intimidation, and Bullying A school leader shall complete training on issues of school ethics, school law, and school governance as part of the professional development for school leaders required pursuant to State Board of Education regulations. Information on the prevention of harassment, intimidation, and bullying shall also be included in the training.</p>	<p>N.J.S.A. 18A:26-8.2, N.J.A.C. 6A:9C4.3(a)5</p>	<p>Active school leaders serving on a permanent or interim basis whose positions require possession of the supervisor, principal or chief school administrator endorsement</p>	<p>Specific training needs of each school leader are to be reviewed annually</p>	<p>Met through the individual professional development planning process to ensure school leaders' knowledge of these topics remains up-to-date.</p>
<p>Bilingual Education Inservice Training</p>	<p>N.J.A.C. 6A:15-1.8</p>	<ul style="list-style-type: none"> Bilingual and ESL teachers Mainstream teachers 	<p>Not specified</p>	<p>Office of Title I's annual</p>

District boards of education must develop a plan for in-service training for bilingual, ESL, and mainstream teachers; administrators who supervise bilingual/ESL programs; and administrators and any personnel who observe and evaluate teachers of ELLs. The plan must include instructional strategies to help ELLs meet the CCCS and the WIDA English language development standards. All bilingual and ESL teachers must receive training in the use of the ESL curriculum.		<ul style="list-style-type: none"> • Administrators who supervise bilingual/ESL programs • Administrators and any personnel who observe and evaluate teachers of ELLs 		Bilingual/ESL Supervisors' Training helps districts fulfill this requirement.
Equity and Affirmative Action District boards of education must provide training for all school personnel on a continuing basis to identify and resolve problems associated with the student achievement gap and other.	N.J.A.C. 6A:7-1.6	<ul style="list-style-type: none"> • Certified/Non- certified staff 	New staff within 1st year. All staff on a continuing basis (as determined by district)	
Integrated Pest Management (IPM) The IPM coordinator must train school staff involved with the implementation of the school's IPM Policy and Plan on the components pertaining to their school environment.	N.J.A.C. 7:30-13.2(c)	<ul style="list-style-type: none"> • School staff involved with implementation of IPM plan 	Not specified	N/A
Integrated Pest Management The school and the Integrated Pest Management coordinator are responsible for educating the school community about potential pest problems and methods used to manage them.	N.J.A.C.7:30-13.2(c)	<ul style="list-style-type: none"> • Teachers • Staff • Students • Parents/Guardians 	Not specified	N/A
Special Education Training A district receiving IDEA assistance must identify in its special education plan the in-service training needs for professional and paraprofessional staff who provide special education, general education or related services; insure that the in-service training is integrated to the maximum extent possible with other professional development activities; and provide for joint training activities of parents and special education,	N.J.A.C. 6A:14-1.2(b)14	Professional and paraprofessional staff who provide special education, general education or related services	In accordance with approved special education plan	

related services and general education personnel.				
Preschool Training A district receiving Early Childhood Program Aid shall provide professional development and training specific to preschool education for all early childhood education administrators, teachers and teacher assistants.	N.J.A.C. 6A:13A3.1(c)8	<ul style="list-style-type: none"> • Early childhood education administrators, teachers and teacher assistants 	In accordance with approved Preschool education plan	
Teacher Mentor Training Mentors working with novice provisional teachers as part of the district mentoring program must complete a comprehensive mentor training program that includes, at a minimum, training program with a curriculum that includes, at a minimum, training on the school district's teaching evaluation rubric and practice instrument, Professional Standards for Teachers, CCCS, classroom observation skills, facilitating adult learning, and leading reflective conversations about teaching practice.	N.J.A.C. 6A:9C-5.2(a)7	<ul style="list-style-type: none"> • Mentor teachers assigned to work 1-1 with novice provisional teachers 	Before serving as a mentor	
I&RS Referral The function of the system of intervention and referral services in each school building shall be to provide support, guidance and professional development to school staff who identify learning, behavior and health difficulties;	N.J.A.C. 6A:16-8.2(a)4	Staff members who identify learning, behavior and health difficulties through the I&RS process	N/A	
NJ SMART The school district shall ensure that teachers, school administrators and central office supervisors receive training in NJ SMART and its data query resources.	N.J.A.C. 6A:13-2.1(d)3	<ul style="list-style-type: none"> • Teachers • School administrators • Central office supervisors 	Not specified	

4. RESOURCES AND JUSTIFICATION

Resources

To meet the need the professional development goals delineated in this plan, funds will be utilized from appropriate federal and state grants to cover costs associated with implementation. Staff in-services days are designated in the 2023-2024 District Calendar. Professional development activities may also be incorporated in selected professional meetings as well as adherence to the provisions of the local association contract for professional development beyond the work day.

Justification

High quality, ongoing, sustained professional development activities are necessary to support professional development and improve educators' practice. Emphasis will be placed upon the use of data to drive decision making and processes to promote teachers and administrators as reflective practitioners.

SIGNATURE: Tanya Clark

PRINT NAME: TANYA CLARK

TITLE: DISTRICT SUPERVISOR OF CURRICULUM AND INSTRUCTION

DATE: SEPTEMBER 11, 2023

SUPERINTENDENT: NIKOLAOS KOUTSOGIANNIS