

Administrative Regulation

Personnel

AR 4331 (a)

Staff Development

Staff development activities may include but are not limited to:

1. Professional education conferences or committee meetings
 2. Courses offered by institutions of higher education
 3. Workshops offered by the district, county office of education, or state
 4. Small-group activities
 5. Self-directed learning
 6. Observation of other schools
 7. Follow-up activities that help staff implement newly acquired skills
- (cf. 3350 - Travel Expenses)
(cf. 4361 - Leaves)

Principal Training Program

Note: The following optional section reflects the requirements of the Principal Training Program established by Education Code 44510-44517. This program provides state funding, matched by district funds, to provide instruction and training for principals and vice principals from a state-qualified provider.

The Superintendent or designee shall approve a staff development program for principals and vice principals which meet the following conditions:

1. The training shall have a duration of at least 80 hours of intensive individualized support and professional development. An additional 80 hours of intensive individualized support and professional development may be completed over a period of up to two years once the initial 80 hours of training commences.
(Education Code 44513)

Note: AB 3001 (Ch. 902, Statutes of 2004) amended Education Code 44511 to require that the training in personnel management contain specific components, as detailed below.

Training shall include instruction in the following areas: (Education Code 44511)

- a. School financial and personnel management, including hiring, recruitment, and retention practices, and misassignments of certificated personnel
(cf. 4111 - Recruitment and Selection)
(cf. 4113 - Assignment)
- b. Core academic standards
(cf. 6011 - Academic Standards)

Note: Education Code 44511, as amended by AB 3001 (Ch. 902, Statutes of 2004), requires that the training include ensuring the sufficiency of textbooks and instructional materials as defined in Education Code 60119.

- c. Curriculum frameworks and instructional materials aligned to the state academic standards, including ensuring the provisions of textbooks and instructional materials as defined in Education Code 60119
(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)
 - d. The use of student assessment instruments, specific ways of mastering the use of assessment data from the Standardized Testing and Reporting program, and school management technology to improve student performance
(cf. 6162.5 - Student Assessment)
(cf. 6162.51 - Standardized Testing and Reporting Program)
 - e. The provision of instructional leadership and management strategies regarding the use of instructional technology to improve student performance
(cf. 6162.7 - Use of Technology in Instruction)
 - f. Extension of the knowledge, skills, and abilities acquired in the preliminary administrative preparation program that is designed to strengthen the ability of administrators to serve all students in the school to which they are assigned
2. The training may include additional areas that may impact student learning, such as pedagogies of learning, motivation of student learning, collaboration, conflict resolution, diversity, parental involvement, employee relations, and the creation of effective learning and workplace environments. (Education Code 44511)
 3. For purposes of this program, the Superintendent or designee shall select a staff development provider approved by the State Board of Education. (Education Code 44513)

<p>***Note: The following optional paragraph reflects the legislative intent as stated in Education Code 44515. ***</p>

The Superintendent or designee shall give highest priority to training administrators assigned to, and practicing in, high-priority or hard-to-staff schools.

A high-priority school is one in the bottom half of all schools statewide based on Academic Performance Index rankings. A hard-to-staff school is one in which teachers holding emergency permits or credential waivers make up 20 percent or more of the teaching staff. (Education Code 44510)

- (cf. 0520 - Intervention for Underperforming Schools)
- (cf. 0520.1 - High Priority Schools Grant Program)
- (cf. 0520.2 - Title I Program Improvement Schools)
- (cf. 4112.2 - Certification)
- (11/01) 11/04

Adopted: 2-0-05

GRAVENSTEIN UNION SCHOOL DISTRICT
Sebastopol, California