



MID-BUCHANAN R-V SCHOOL DISTRICT

MISSION: "To prepare all students to become successful, productive citizens through learning each day"

April Campbell
Elementary Principal
acampbell@midbuchanan.k12.mo.us

Jay Albright
Superintendent of Schools
jalbright@midbuchanan.k12.mo.us
3221 SE ST Route H
Faucett, MO 64448
816-238-1646

Allison Kreifels
JH/HS Principal
akreifels@midbuchanan.k12.mo.us

Professional Development Plan 2022-23

***Approved by the Board of Education on 9/19/2022**

Statement of Purpose:

The purpose of the Mid-Buchanan R-V Professional Development Plan is to encourage, support, and build the capacity of all instructional staff, administrators, and support staff. Professional growth should be viewed as a continuous process for all staff members of the Mid-Buchanan R-V School District. The PD plan recognizes and values the commitment from teachers, administrators, support staff, and the Board of Education to ensure a growth mindset is prevalent within the culture of the Mid-Buchanan R-V School District. This growth mindset will have a positive impact on student learning.

*Professional Development activities may include but are not limited to:

- Classroom observation and feedback
- Instructional coaching
- Building instructional technology capacity
- Mentoring
- Staff Presentations
- Outside Presenters coming onsite
- Social and Emotional Learning Support
- Team Building Activities
- Student Success Team Planning
- Data Teaming to guide professional development goals

- Professional Book Studies
- Team Planning
- Attendance at workshops/conferences to support staff growth aligned to CSIP goals

Key Commitments:

1. The district will continue to exceed the 1% requirement of state funding for professional development support for all staff. This commitment to funding support is crucial to the continued growth of all staff members in the Mid-Buchanan R-V School District.
 - a. Budget amounts will be appropriated for building level PD opportunities, special education PD opportunities, and administrator/director PD opportunities.
 - b. Focus on building the capacity of all staff related to research based instructional practices.
2. District New Teacher Mentoring Program
 - a. All new teachers, beginning their teaching career, will be assigned a mentor within their respective building and register for the regional RPDC Beginning Teacher Assistance Program. Mentors are expected to attend these workshops as needed.
 - b. Mentors will be selected by the building level administrator.
 - c. New administrators/counselors will engage in mentoring programs through RPDC during the first two years of service in the district.
 - d. Experienced teachers and administrators that are new to the district will be provided a mentor within the district to help acclimate him/her to the district.
 - e. Mentors and their mentee should meet no less than monthly within the first year of service.
 - f. New teachers, along with experienced teachers, will participate in district developed observation and evaluation processes to build instructional knowledge and capacity.
 - g. Teachers will be encouraged and supported to pursue PD opportunities through the regional RPDC, workshops, and conferences in areas that support areas for growth as aligned to the district's CSIP goals, instructional capacity goals, classroom management goals, and building level improvement goals.

3. Technology Integration Support

- a. All teachers will participate in the technology coaching cycle administered by the district's technology integration specialist. This 6 to 8-week cycle will offer two tiers of reimbursement for dedication to the process.
 - i. Finishing the coaching cycle = \$100
 - ii. Presenting to their peers the findings of their individualized coaching cycle project = \$400
- b. All teachers will engage in formative assessment training related to technology platforms that produce timely results in an effort to be better informed of where students are in their learning so instructional changes can be made as needed.

4. Late Start Mondays 7:30 to 8:30

- a. The district will continue to utilize the late start Monday concept to allow for continued PD for individuals, collaborative teams, data teams, building level staff, and district wide staff.
- b. Monday late starts will run September through November and January through April. No late start Mondays will occur in December and May.

5. District Wide PD Days

- a. Building level administrators will plan, implement, and evaluate PD training needs for their respective staff members during full district in-service days.
- b. NWEA assessment platform training will be provided at multiple times throughout this school year.
- c. At the district level, active shooter training, mandatory reporter training, safety trainings, and first aid trainings will be conducted for all staff members during back to school in-service meetings in August.

6. Student/Staff Surveys

- a. Students and staff will be surveyed annually to gauge the culture and climate of the school. Professional development plans may reflect any concerns with culture and climate.

7. Off-site PD opportunities:

The district encourages and supports off-site growth opportunities for staff members. Building level administrators will evaluate and approve/deny off-site PD requests. The professional learning opportunity must clearly align to the district's mission and CSIP goals. The following steps shall be utilized when some staff member is interested in attending an off-site growth opportunity.

- Confer with the building level administrator about the learning opportunity and how it aligns to the district's mission and CSIP goals.
 - Please provide the administrator a flyer for the event or a copy of the conference agenda. The workshop/conference agenda should be attached to any reimbursement forms upon return to the district.
- If approved, fill out the purchase requisition request for the building administrator to approve and send to the Central Office. Upon approval by the Central Office, register for the learning opportunity using the assigned purchase order.
- Pick up a reimbursement request form from the Central Office, or download from the district's 'shared drive', prior to leaving for the event to ensure clarity in what can be reimbursed (i.e. mileage, meals, hotel, etc.).
- Pick up a tax exempt letter from Central Office to communicate to all vendors being used during the PD opportunity of the need to remove all state taxes from purchases.
- Upon return to the district:
 - Reflect with your building level administrator and team members about what was learned and how you will use what you learned to increase student learning.
 - Turn all itemized receipts into the building level administrator. Please remember that all purchases must be tax exempt.
 - Mileage will be reimbursed at .625 cents per mile.
 - Meals will be reimbursed up to \$40 per day.
 - Hotels must remove all state taxes (provide them the tax exempt letter). However, city and lodging taxes still apply.