



CHESTER UNION FREE SCHOOL DISTRICT

Professional Development Plan for 2018-19 Table of Contents

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CHESTER UNION FREE SCHOOL DISTRICT

Professional Development Committee

Edward Spence	K12 Director of Instruction and Technology; District Data Administrator
Cindy Walsh	Elementary Principal
Denis Petrilak	Academy Principal
Lea Morganstein	Director of Special Education / PPS
Michele Thompson	Teacher (CA) / CTA President
John Ollive	Teacher (CA)
Catherine O'Hara	Teacher (CES)
Mel Wesenberg	Teacher (CA / CES)



Introduction

The Chester Union Free School District comprehends how essential professional development is for improving teaching and learning. We view it as critical as reaching our mission.....

“Each student will achieve mastery of the New York State Learning Standards and will develop, socially, emotionally, and physically in a safe, orderly, and positive environment where learning is valued and differences accepted.”

Section 100.2 of the Regulations of the Commissioner of Education requires each school district to create and implement a plan for professional development. This plan should “describe how districts will provide all teachers with substantial professional development opportunities.”

The Chester Union Free School District Professional Development Plan (PDP) is scheduled to take place during scheduled conference days and APPR/PDP Committee meetings. The Professional Development Committee for the 2017-2018 school year had met to be consulted with in the development of the schedule for Superintendent Conference days and will continue to meet to support our ongoing initiatives.

This plan will outline those initiatives and explain how we will achieve our goals.

Academic Goals

Based on the information reviewed, the following **goals** have been established for Professional Development in 2018-2019:

- Improve the participation in professional development offerings through the use of our in-service academy and online classes. Continue to build upon our pilot K-12 STEM / Project-Based Learning (PBL) instructional program. Increase awareness in teachers’ use of Project-Based Learning (PBL) lessons, technology integration using Google Apps and STEM education and continued our K-12 Google training for faculty/staff.
- Ensure a climate of accountability through a culture of professional leadership in a positive collaborative environment. Continue to offer faculty opportunities to lead colleagues in teach In-Service Academy classes.
- Continue the work of aligning the K-12 curriculum maps to the NYS Next Generation English Language Arts and Mathematics Learning Standards. Pay special attention and focus this year to the new Social Studies, Health and Science Standards (“Inquiries”), implementing needed updates. Updated Curriculum Maps will be used to for teacher planning in PBL lessons (see below).
- The Elementary and Academy faculties will receive continuing staff development on bullying prevention in accordance with the “Dignity for All Students Act.” The Elementary and Academy faculties will continue their work of developing unit plans to align with The Next Generation English Language Arts and Mathematics Learning Standards.



CHESTER UNION FREE SCHOOL DISTRICT

Review of 2017-2018

The Chester Professional Development Committee met four times last school year: October 25, February 21, March 21 and May 30, 2018. At the final meeting on May 30, 2018 the group discussed plans for the annual professional development agenda for 2017-18. We continued our CES/CA Google Chromebook rollout and discussed the coming NYSED changes to the NYS Social Studies, Science, Health and Art standards. Over the summer of 2018, the district provided additional training for teachers and administrators in Project-Based Learning (PBL). Regional trainings are shared each trimester via providers catalogs in Mylearningplan.com. The overall plans are aligned with the New York State initiatives that focus on more student and teacher accountability.

District Assessment

The Professional Development Committee/APPR Committee's initial meeting for the 2017-18 school year took place on October 25, 2017. The primary focus of that meeting was to update our district plan and update our annual PDP goals for the school year. In addition, the committee continued the discussions of our annual review of our current Annual Professional Performance Review (APPR) in compliance with the regulations of 3012-c and 3012-d. The district had received NYSED approval on our Annual Professional Performance review Plan for 2016-17 (3012-d). The initial meeting on October 25, 2017 was also used to outline the professional development that would be provided to the teachers during 2017-18 Superintendent full and half-day conferences. The professional development included required training in bullying prevention, requirements of our APPR plan, proctoring training, Google training, curriculum mapping and unit planning to align with the Project-Based Learning (PBL) and STEM/STEAM trainings.



New Teacher / Administrator Mentor Program – 2018-19

The Chester School District provided mentoring for the newly hired teachers that have not received previous mentoring. The K-12 Director of Instruction & Technology discusses the need for mentor with the Building Principals and newly-hired teachers. Each teacher has been assigned a veteran teacher according to either their grade level or department. The program is developed to ensure that the new teachers will continue to grow as educators and be successful in the Chester School District.

<u>New Staff Members (2018-19) – Mentees</u>	<u>Mentors</u>
Jen Shuck – Science Teacher – Chester Academy	Michele Thompson – Chester Academy
Kristen Perez – ENL Teacher – Chester Academy	Amy Reid – Chester Academy
Brandon Sparkman – Music Teacher – Chester Elementary	Kevin MacEntee – Chester Elementary

The purpose of the mentoring program is to increase the retention of new teachers and improve their ability to assist students. Each mentor will provide guidance and support to a new teacher. As part of our new faculty Induction Program, all new first year teachers will be assigned a mentor for one year. This is compliance with state regulations 8NYCRR&102.2[dd] and 8NYCRR &80.3.4. Those new teachers with two or more years of experience *may* elect to participate only for a half year with the recommendation of the mentor teacher and permission of the Building Principal.

Selection Procedure of Mentors:

The building Principal, Director of K12 Instruction and Technology and two representatives selected by the CTA will meet to select mentor teachers. The selection of Mentors/Mentees is also discussed annually at our district-wide Professional Development Plan (PDP) Committee meetings.

<u>Criteria for Mentors:</u>	<u>Duties of Mentors:</u>
<ol style="list-style-type: none"> 1. Fulltime tenured teacher in district 2. Demonstrates expertise in teaching 3. Effective interpersonal skills 4. Willing to dedicate the time and effort for the task 5. Willing to participate in training, coaching, and conferencing 6. Teaches the same subject or grade level as the new teacher 7. Log professional development hours regularly in Mylearningplan.com to have added to teacher portfolio. 	<ol style="list-style-type: none"> 1. Meet weekly with the new teacher 2. Keep a log of all mentoring activities including the date, time, and topics 3. Assist the new teacher with planning 4. Assist the teacher in creating effective assessments for student evaluation 5. Weekly review of the new teacher’s grade book 6. Assist with five week reporting and quarterly reporting and assist in classroom organization based on lesson objectives 7. Log hours in Mylearningplan.com portfolio.

Confidentiality: The mentoring role is confidential except in those instances posing danger to health, safety, or moral well-being students and staff. **Compensation:** An hourly rate as per the CTA contract (Article 7D6) will be paid for up to twenty hours completed during the school year.



Review: Superintendent's Conference Days 2017-18

The following dates are very important to our staff's ongoing professional development. These are the times during the school year when we are able to bring the entire staff together at one time.

The Framework for our **Superintendent Conference days** **which were used in 2017-18** are listed below. We are open to further suggestions from the APPR / PDP Committee.

- 1.> **Tuesday, September 5, 2017 – Full Day** – Return to school, opening day address, receipt of teacher Composite Scores for 2016-17 and data planning for the new school year, teacher conferences to field questions and time spent by teachers working in their classrooms.
- 2.> **Tuesday, October 31, 2017 – Half Day** – Time was provided for our teachers to work on annual / quarterly goals & assessments, submit all online MyLearningplan.com / OASYS forms and verify online BEDS ("ePMF") information in their NYS teacher account. CES also held some PBIS trainings from OUBOCES.
- 3.> **Wednesday, November 1, 2017** – Computer-Based Testing (Grade 3 & Grade 6 Teachers Only) training half-day. NYSED is requiring that starting in 2019-2020 all districts in NYS must use Computer-Based Tests (CBTs) rather than Paper-Based Tests (PBTs) for the NYS 3-8 ELA and Math assessments. Therefore, we agreed to phase in CBTs at Chester UFSD using the schedule below to provide adequate teacher training over time:

2017-18: CBTs in grades 3 & 6 – PBTs will be given in grades 4/5 and 7/8.
2018-19: CBTs in grades 3 / 4 & 6 / 7 – PBTs will be given in grades 5 and 8.
2019-20: CBTs in all grades 3-8 as required by NYSED beginning this year
- 4.> **Tuesday, November 7, 2017 – Full Day** – The focus of this day was on training for teachers in Project-Based Learning (PBL) / STEM.
- 5.> **Monday, January 22, 2018 – Half-Day** – The focus of this day was on training for teachers in project-Based Learning (PBL) / STEM.
- 6.> **Friday, February 2, 2018 – Half-Day Day – High School Teachers Only**– The focus of this day was on training for high school teachers in Project-Based Learning (PBL) / STEM. This was a follow-up training session from the initial PBL training day on 11/7/2017 and 1/22/2018.
- 7.> **Friday, April 27, 2018 – Full Day** – (Formerly local 3-8 ELA NYS Scoring Day for NYS assessments in-house at CA and CES. This year we sent these tests out to EdVista for scoring). The focus of this day was on training for high school teachers in Project-Based Learning (PBL) / STEM. There was also be additional training topics for teachers on the use of Google Docs and instructional technology in general.
- 8.> **Friday, May 18, 2018 – Full Day** - (Formerly local 3-8 Math NYS Scoring Day for NYS assessments in-house at CA and CES. This year we sent these tests out to EdVista for scoring). The focus of this day is on training for high school teachers in Project-Based Learning (PBL) / STEM. There will also be additional training topics for teachers such as the use of Google Docs and instructional technology in general.

** In addition the teachers will be trained in the OASYS / MLP system, The Next Generation English Language Arts and Mathematics Learning Standards, technology programs with a focus on Google Drive/Apps and data-driven analysis.

Framework: Superintendent's Conference Days 2018-19

The Framework for our **Superintendent Conference days** **to be used in 2018-19** are listed below. We are open to further suggestions from the PDP Committee.

- 1) **Tuesday, September 4, 2018 – Full Day** – Return to school, opening day address, receipt of teacher Composite Scores for 2017-18 and data planning for the new school year, teacher conferences to field questions and time spent by teachers working in their classrooms.
- 2) **Wednesday, October 31, 2018 – Half Day** – Time will be provided for our teachers to work on annual / quarterly goals & assessments, submit all online MyLearningplan.com / OASYS forms and verify online BEDS (“ePMF”) information in their NYS teacher account. An updated teacher training on NWEA Reports will also be provided to teachers at Chester Elementary and Chester Academy.
- 3) **Tuesday, November 6, 2018** – The focus of this day is on training for teachers in Project-Based Learning (PBL) / STEM. Trainers from Buck Institute will visit Chester Schools for Part II of a training which had been started over the summer of 2018. Approximately 30 teachers will take part in Part II of this training. Meanwhile, Special-Area teachers will attend regional OUBOCES trainings.
- 4) **Friday, February 1, 2019 – Half-Day Day – Chester Academy Teachers Only**– The focus of this day is on training for high school teachers in Project-Based Learning (PBL) / STEM. This is a follow-up training session from our initial high school PBL training day on 11/7/2017 and 1/22/2018. Teacher will also be given technology training choices such as 2018-19 Google Classroom Updates.
- 5) **Friday, March 15, 2019 – Full Day** – (Formerly local 3-8 ELA NYS Scoring Day for NYS assessments in-house at CA and CES. This year we will send these tests out to EdVista for scoring). Trainers from Buck Institute will return to Chester for Part III of our Project-Based Learning (PBL) trainings. Approximately 30 teachers will again take part in this follow up from November 6, 2018. Other foci of this day will include: Annual Faculty DASA/Title IX Training, Grade 3-8 Computer-Based testing Teacher training, Wellness/Team-Building activity and NYSED Teacher-Student Linkage (TSDL) Online Data Verification. There will also be additional training topics for teachers such as the use of Google Docs and instructional technology in general.
- 6) **Friday, May 17, 2019 – Half-Day** - (Formerly local 3-8 Math NYS Scoring Day for NYS assessments in-house at CA and CES. This year we will send these tests out to EdVista for scoring). The focus of this day will be on teachers reviewing NWEA assessment data along with preparing for end-of-year finals and NYS Regents exams. There will also be additional training topics for teachers such Wellness/Team-Building activity and the use of Google Docs and instructional technology in general.

** In addition the teachers will be trained in the OASYS/MLP system, The Next Generation English Language Arts and Mathematics Learning Standards, technology programs with a focus on Google Drive/Apps and data-driven analysis.



Off-Campus Workshops

Our faculty, staff, and administration have ample opportunities to attend workshops, seminars and conferences at off campus sites. The Chester UFSD Professional Development Plan (PDP) is consistent with 100.2(dd) of the Commissioner's Regulations and meets the requirements of Subpart 80-6 for approved CTLE.

Some of the most frequent sources of this type of staff development are:

Orange Ulster BOCES

Our BOCES provides an enormous number of workshops throughout the year and during the summer. The most attended workshops recently have been related to the new NYS math and ELA curricula, exams, and scoring. They provide county-wide superintendent's conference day workshops for special area teachers. They also provide ongoing special education training through the SETRC office.

Mid-Hudson Regional Information Center

MHRIC is our main provider of technology software including SchoolTool, Level 0, and Finance Manager. They provide training for numerous programs, but most importantly direct support for our student data.

Putnam-Northern Westchester BOCES

The PNWC BOCES offers conferences similar to that of the OU BOCES. However, they currently are providing conferences aimed at the Common Core State Standards and curriculum development. These two topics align with our district goals.

Bureau of Educational Research

BER is a national organization that provides professional development workshops in our area on practically all education topics.

ASCD Online Professional Development

The ASCD online professional development courses provide individual learners with flexibility without sacrificing meaningful content. Each course includes audio and video clips, examples from actual classrooms, exercises, extensive reading materials, and access to an online forum.

Mid-Hudson Teachers Center

The Mid-Hudson Teacher Center responds to the needs and interests of over 13,000 educators, along with parents and community members in Dutchess, Ulster and Orange counties. The teacher center endorses reflective practice, continuous inquiry, and collegiality. The center celebrates the talents of teachers, and encourages the sharing of those talents with others.

Other contracted entities and individuals include:

Northwest Evaluation Association (NWEA)

Compass Learning

Dutchess, Ulster, Sullivan, Rockland, Westchester, Albany and other NYS BOCES

Mylearningplan

SchoolMessenger

BrainPOP

Siemens Corporation (STEM Training)

Google Corporation

AESOP

Follett/Destiny Library Automation

Castle Learning

Guidance Direct

GradPoint / Pearson

Novelist

Planbook.com

LearningA-Z

Reading A-Z

Reflex Math

SchoolMessenger

Jason Project

Virtual High School (vhs.org)

Hapara

Adobe

Test Wizard

NYSUT

SAANYS

Buck Institute