

**CLOVIS UNIFIED  
SCHOOL DISTRICT****PERSONNEL**

Certificated

**STAFF DEVELOPMENT – CERTIFICATED EMPLOYEES**

**PURPOSE:** To establish policy and procedures for staff development for certificated employees.

The Board recognizes that a competent and well-trained staff is essential in carrying out the District's goals. In addition to providing opportunities for personal growth, staff development is viewed as a necessary, continuous, and systematic effort to improve District educational programs by involving all employees in training. The intention of all District training is to improve employee skills and to broaden perceptions of their role on the educational team. The Superintendent or designee shall develop a program of ongoing professional development which includes opportunities for teachers and other certificated employees to enhance their instructional and classroom management skills and become informed about changes in pedagogy and subject matter.

Certificated employees shall be provided opportunities to develop increased competence beyond that which may be attained through the performance of assigned duties. All certificated teachers will be provided training on California Content Standards that are directly or indirectly related to their course curriculum, teaching to mastery in a standards-based curriculum, best instructional strategies and using data to inform instructional decisions. Culturally relevant teaching will be embedded in professional learning to better prepare certificated staff members to meet the needs of students from diverse cultural and ethnic backgrounds.

Employee training shall be conducted under the direction of the District's Curriculum, Instruction and Accountability Department in cooperation with District teachers, site and District administrators, and others, as appropriate. The Superintendent or designee shall ensure that the District's staff development program is aligned with District priorities for student achievement, school improvement objectives, the local control and accountability plan, and other District and school plans.

Certificated employees shall be provided opportunities to develop increased competence beyond that which may be attained through the performance of assigned duties, and to develop additional knowledge and skills as appropriate. In addition, training will focus on transmitting the District culture and its mission, tradition, and philosophy, and in promoting positive attitudes and behavior toward the District's culturally and ethnically diverse students and employees.

The Superintendent or designee is encouraged to provide all certificated staff with opportunities, including but not limited to:

1. Attend conferences involving personnel outside the District, county state, region, or nation.
2. Maintain memberships on committees composed of individuals from various sources.

**CLOVIS UNIFIED  
SCHOOL DISTRICT**

3. Provide release time for professional study and improvement.

Recognizing that certain expenditures will be incurred by certificated employees in upgrading and updating skills, the Board may budget funds for actual and reasonable expenses incurred by staff who participate in staff development activities. The Board authorizes the Superintendent or designee to establish an in-District staff development program for District certificated employees and further authorizes the Superintendent or designee to approve certificated employee requests for travel, meetings, and conferences within California and within the financial limitations as set forth in the District's budget. Attendance by certificated employees at any out-of-state conference or meeting shall be approved by the Board.

Board Policy and Administrative Regulation No. 3350 shall be followed to reimburse certificated employees for the use of personal vehicles and for expenses incurred by attendance at conferences and meetings.

The District's staff evaluation process may be used to recommend additional individualized staff development for individual employees.

The Superintendent or designee shall provide a means for continual evaluation of the benefit of staff development activities to both certificated staff and students and shall regularly report to the Board regarding the effectiveness of the staff development program. Based on the Superintendent or designee reports, the Board may revise the program as necessary to ensure that the staff development program supports the District's priorities for student achievement.

Adopted: 02/22/1978

Amended: 1983, 01/27/1988, 03/25/1992, 06/08/1992, 03/01/1995, 07/19/2006, 10/21/2020 (BP 6103 renumbered as BP 4131)

**EDUCATION CODE**

44032 Travel expense payment

44259.5 Standards for teacher preparation

44277 Professional growth programs for individual teachers

44300 Emergency permits

44325-44328 District interns

44450-44468 University internship program

44830.3 District intern professional development

45028 Salary schedule and exceptions

48980 Notification of parents/guardians; schedule of minimum days

52060-52077 Local control and accountability plan

56240-56245 Staff development; service to persons with disabilities

99200-99204 Subject matter projects

**GOVERNMENT CODE**

3543.2 Scope of representation of employee organization

**CLOVIS UNIFIED  
SCHOOL DISTRICT**

CODE OF REGULATIONS, TITLE 5

13025-13044 Professional development and program improvement

80021 Short-term staff permit

80021.1 Provisional internship permit

80023-80026.6 Emergency permits

UNITED STATES CODE, TITLE 20

6601- 6692 Preparing, Training and Recruiting High Quality Teachers and Principals

Doc# 42306-6 (08/2020, 07/2015)