

Jefferson C-123 School District Professional Development Plan



2026-2027

OUR BELIEFS:

The Jefferson C-123 School District believes:

- every student matters.
- staff members should recognize and meet the needs of all students;
- staff should inspire all students to be innovative thinkers who reach their full potential.
- students and staff should exhibit a strong work ethic, sense of responsibility, and respectfulness;
- education thrives in a cooperative environment between home, school, and community;
- the foundation of an educational program is preparing students to be successful in a rapidly changing world;

OUR MISSION

The Mission of the Jefferson C-123 School District is to develop lifelong learners and productive citizens.

OUR VISION

Jefferson C-123 will become a model district that empowers curiosity, nurtures well-being, leads with integrity, and encourages every student to shape a better future.

Jefferson C-123 District Professional Development Mission Plan:

Professional Development should stimulate and encourage the professional growth of both new and experienced teachers. It should be viewed as a continuous process of refining skills and keeping abreast of new developments in the field of education. It involves the cooperative efforts of teachers, administrators and school board members. The district's commitment to professional development is evident in its allocation of at least the one percent minimum guarantee of its revenue from the Foundation program as well as additional funds where needed to achieve district goals. The most important benefit of a professional development program is a better education for all students.

Definition

Professional development consists of activities which expand academic knowledge and experiences leading to life-long learning and personal growth.

In the planning and development of district professional growth activities, the PDC will strive to meet the following goals:

1. Coordinate professional development activities and provide opportunities to work with outside resources (i.e. colleges, universities, professional groups, DESE, etc.) on areas of interest and concern (CSIP Priority Area 2, Smart Goal 2.3, Action Steps 1-5)
2. Review faculty requests and present suggestions and recommendations to the administration. (CSIP Priority Area 2, Smart Goal 2.3, Action Steps 1-5)
3. Plan professional development activities, develop in-service opportunities, and review evaluations of activities. (CSIP Priority Area 2, Smart Goal 2.3, Action Steps 1, 4, and 5)
4. Oversee and assist in a mentoring program.
5. Provide information on available college credit courses, seminars, and workshops to staff members. (CSIP Priority Area 2, Smart Goal 2.3, Action Step 2)
6. Develop a budget for continued growth of the in-service program.
7. Conduct a beginning and experienced staff needs assessment related to instruction and develop in-service opportunities to meet those needs. (CSIP Priority Area 2, Smart Goal 2.3, Action Step 1)
8. Review student data and schedule faculty professional development activities that will improve student achievement. (CSIP Priority Area 2, Smart Goal 2.3, Action Step 2, 4, & 5)
9. Serve as a confidential consultant upon a teacher's request.
10. Evaluate the professional development program and activities. (CSIP Priority Area 4, Smart Goal 4.2, Action Step 3)

Policies and Procedures

1. The Professional Development Committee will consist of three teachers elected from each building as well as an administrator acting as an ex-officio member.
2. Members will serve three-year terms, with no term limits. No more than three new committee members can be elected in one year. Elections will be held in January, so new members can sit in on committee meetings before their term begins.
3. A special election will be held under PDC supervision in the event that a member must be replaced.
4. The chairperson will be selected by the committee.
5. The chairperson will call meetings as needed and will set the agenda for and conduct each meeting.
6. The secretary, chosen by the committee, will keep and record the minutes of the meetings.
7. The PDC will review requests for professional development by individuals, determine if they are related to the goals and objectives, and grant or deny approval, and give recommendations to the administration.
8. Reimbursement of appropriate expenses will be made after attendee submits a Request for Pay Voucher.

Mentoring Procedures

1. First year teachers will be assigned a mentor by the committee and receive a mentor handbook. This handbook will contain information and forms necessary to insure a positive and productive experience.
2. Experienced teachers new to Jefferson C-123 schools will be assigned a facilitator by the committee to make their transition into our school a positive experience.

Initiative and Indicators

1. High performance by students on Academic Achievement and College and Career Readiness.
 - a. At least 93% of Jefferson C-123 students in grades 1-8 will score within or beyond the grade level on the STAR Math and Reading assessments. (CSIP Priority Area 1, Smart Goal 1.1 & 1.2)
 - b. Students will earn 100% of points possible on the Academic Achievement and College and Career Readiness Standards. (CSIP Smart Goal 1.3, Action Step 2)

Outcomes

1. 100% of teachers will incorporate formative assessment strategies into their lessons.
2. Teachers will receive refresher on new technology strategies include AI.
3. Teachers will incorporate Critical Thinking Activities into their lessons learned from PD opportunities.
4. Teachers will receive training on Diverse Learners.
5. Teachers will incorporate vocabulary strategies in their grade level or subject area. (CSIP Priority Area 1, Smart Goal 1.2, Action Step 1, & 3)

Key Questions

1. Is there a need for additional training on diverse learners?
2. What new strategies were observed/implemented in the classroom?
3. How did teachers incorporate vocabulary into their curriculum?

Calendar/Procedural Plan

August 18

Opening Meeting, Policy updates, Homeless Training, Nurse's Training, PD Focus, CSIP Overview, District Norms, Procedural Safeguards and Confidentiality, Career Ladder training.

August 19

8:30 Elementary Staff Meeting, Mass/Active Shooter Training.

August 20

High School Staff Meeting, Coaches Training

August 24

Follow Up on Previous Learning, PD Teambuilding

September 28

Test Data Review, Curriculum Work, Peer Observation Overview, Review Test Data.

October 8

Dyslexia Training, CSIP Review, Curriculum Development, RACE Strategy and Vocabulary Strategies

November 2

275 Conference Day

January 4

Testing Data, CSIP Review, Worktime

February 12

Review Math Academic Standards and Terms, Curriculum Development, Peer Observation Discussion, CSIP Review

March 15

Curriculum Development, Teambuilding Activity with all Staff

May 24

Review Year

Budget

1% of our Basic Formula is allotted for Professional Development which is approximately \$8,216.30
These funds are used for workshops, speakers, technology training, Critical Thinking Skills training, etc.