



HUMAN RESOURCES MANAGEMENT 30 – Supporting the Growth and Development of Professional Staff

Date: July 16, 2003

Responsible Administrator: Associate Superintendent; Human Resources

1.0 RATIONALE

The Board provides a means for staff to continue their professional growth in order to meet the needs of students.

2.0 PROCESS

The Superintendent or designate is responsible for maintaining this Administrative Practice.

3.0 GUIDELINES

- 3.1 All professional staff employees are responsible for identifying their professional growth needs and preparing and executing a professional growth plan as identified in regulations and legislation.
- 3.2 Professional staff employees are expected to participate in staff development activities subject to budget limitations and time availability.
- 3.3 Each principal shall supervise and monitor the professional growth plan as identified in regulations and legislation.
- 3.4 The principal, in cooperation with other School Division personnel, will establish a process and budget to support a professional staff development program.
- 3.5 Each Division school principal shall report in writing to the Superintendent his/her school's professional staff development plan by October 30th of each school year. The format for submission of this plan may be established by the Superintendent.

References: *Board Policy: E/III/6*