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## **POLICY SECTION 514: Employee Professional Development Opportunities**

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### **POLICY**

The Ahkwasahsne Mohawk Board of Education recognizes the benefits that a well planned and executed professional development program for staff can play in promoting improved learning opportunities for students. The Board believes that employees must take personal responsibility for their professional growth and support initiatives through their annual budget and school year calendar. The Board expects all employees to actively participate in all professional development activities.

### **GUIDELINES**

The Ahkwasahsne Mohawk Board of Education recognizes a number of types of professional development activities:

1. **In – School Professional Development Days**

The school staff is provided with up to 9 days each school year for the purpose of conducting Professional development activities for the staff. Staff members or outside resource persons may be used to facilitate the professional development activity.

2. **Individual Professional Development Study (School/Home Based)**

The Ahkwasahsne Mohawk Board of Education recognizes that it may be important for a staff member to have release time from teaching to study a new program or techniques of teaching that will benefit the students/school. The Director of Education may grant leave of up to two (2) days per year for such a purpose and stipulate requirements for such release from regular duty. Normally, one of the requirements will be that the staff member being released from duties in the classroom will share newly acquired techniques and strategies for instruction with his/her colleagues shortly upon his/her return.

3. **Conference/Workshop Attendance**

The Ahkwasahsne Mohawk Board of Education recognizes that numerous professional development conferences are held each year. The Board shall adopt an annual budget to support approved requests for attendance at such activities.

4. **Mentor Teacher Program**

The Director of Education and Principal(s) shall make arrangements for the pairing of beginning and experienced teachers at the first of each school year. The aim of the program is to provide beginning teachers with an experienced colleague with whom to exchange teaching strategies and classroom management philosophies.



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**5. Inter-Classroom Visitations**

Inter-classroom visits by staff as an in-service training technique are encouraged. Arrangement for such visits shall be reviewed and approved by the School Principal(s).

**6. Curriculum and Program In-service**

The Director has the responsibility to plan and provide curriculum and program in-service sessions to meet the needs of the staff in terms of new programs and program changes.

**7. Professional Development Library Materials**

The Ahkwesahsne Mohawk Board of Education believes that it is important to develop and maintain a library of professional development materials for the use of its staff. An annual allocation in the Ahkwesahsne Mohawk Board of Education Budget will be set aside for the purchase of new materials.

**8. Continuing Education**

The Board will implement a program through which staff may gain graduate course credit, continuing education units (CEU's), or in-service credit that may be applied toward their specialist requirements, or for graduate credit that can be applied toward additional education credentials and thus, salary enhancement. The Director, Curriculum, Specialists, Principals, and others with a vested interest in the Board's academic programs, will determine, based on identified instructional and staffing needs, the courses that will be offered and eligible for in-service credit.