

LYNDHURST BOARD OF EDUCATION  
Lyndhurst, N.J. 07071  
POLICY

FILE CODE: 4131/  
4131.1

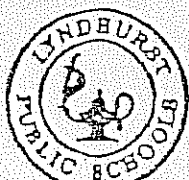
STAFF DEVELOPMENT: INSERVICE  
EDUCATION/VISITATIONS/CONFERENCES

The board of education recognizes its legal obligation to provide inservice activities to further the ability of the teaching staff to progress toward achievement of district goals and objectives.

The chief school administrator shall develop a comprehensive management system for staff professional improvement and shall assist staff professional improvement and shall assist staff members in the area of professional improvement by providing relevant information regarding workshops, professional meetings and course offerings. Note: The negotiated agreement addresses certain aspects of this.

To be in compliance with state requirements, each teacher employed in this district as of the effective date specified in code shall complete 100 clock hours of state-approved continuing professional development and/or inservice every five years. Appropriate steps toward achieving this goal shall be included in the content of each teaching staff member's annual professional improvement plan.

The 100 hour requirement may be satisfied through a combination of state-approved experiences including: formal courses and conferences sponsored by colleges, district boards of education, professional associations, training organizations or other entities recommended by the Professional Teaching Standards Board and approved by the Commissioner of Education. Part or all of the 100-hour requirement may be satisfied through an inservice program that has been approved by the County Professional Development Board under standards established by the Commissioner based on the recommendation of the Professional Teaching Standards Board. Completion of each actual hour of approved training shall satisfy the requirement for one hour of continuing education.



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In accordance with administrative code, the board shall establish a Professional Development Committee in order to assess inservice needs and professional development opportunities and to plan and implement professional development programs to assure that the students of this district achieve the Core Curriculum Content Standards. This committee shall be comprised of four teachers, elected by the instructional staff through its majority representative and two administrative staff appointed by the chief school administrator. The committee shall include the chief school administrator as an ex officio member and shall solicit input from parents, community members and local business leaders. Plans developed by the committee shall be submitted for approval to the County Professional Development Board and then to the board of education. The board of education reserves the right to deny any plan that fails to advance district goals and objectives; is not conducive to student achievement of the Core Curriculum Content Standards; or contravenes current negotiated agreements, other board policies, student safety and well-being, continuity of the instructional program, or budgetary constraints.

Staff participation that may require released time and/or financial reimbursement from the board will be determined by the board of education after recommendation by the chief school administrator.

Staff members who participate in out-of-district programs at board expense shall submit a written report highlighting the main thrust and ideas observed by the participant.

Mandated Inservice Programs

The chief school administrator shall arrange development of appropriate inservice presentations, seminars and/or workshops on affirmative action, special education, child abuse, drug/alcohol abuse awareness and other topics specifically required by federal or New Jersey law.

Date: January 10, 1984

Revised: November 14, 1994

Revised: August 21, 2001

Revised: December 5, 2007

Legal References: N.J.S.A. 18A:6-111 et seq.

See particularly:

N.J.S.A. 18A:6-112

N.J.S.A. 18A:7A-11

See particularly:

N.J.S.A. 18A:7A-11e

N.J.S.A. 18A:17-46

N.J.S.A. 18A:27-4

N.J.S.A. 18A:30-7

N.J.S.A. 18A:31-2

N.J.S.A. 18A:40A-3

See particularly:

N.J.S.A. 18A:40A-3a, -18c

N.J.S.A. 34:5A-10

N.J.S.A. 34:5A-13

N.J.A.C. 6A:7-1.6

N.J.A.C. 6A:9-15.1 et seq.

N.J.A.C. 6A:10A-1.1 et seq.

N.J.A.C. 6A:14-1.2(b)13

N.J.A.C. 6A:15-1.8

N.J.A.C. 6A:16-1.1 et seq.

See particularly:

N.J.A.C. 6A:16-3.1(a)4, -5.1(d),  
6.2(b)12

N.J.A.C. 6A:16-11.1

N.J.A.C. 6A:30-1.1 et seq.

N.J.A.C. 6A:32-4.1

N.J.A.C. 6A:32-4.4

N.J.A.C. 6A:32-4.5

Instruction in Suicide Prevention;

Instruction in suicide prevention for public school  
teaching staff

Annual report of local school district; contents;  
annual report of commissioner; report on  
improvement of basic skills

Act of violence; report by school employee; notice of  
action taken; annual report

Power of boards of education to make rules  
governing employment of teacher, etc.;  
employment thereunder

Power of boards of education to pay salaries

Attendance at conventions of New Jersey  
Education Association

Initial inservice training programs; curriculum;  
availability

Retention of workplace surveys

Employee education and training program;  
certification of instructors

Professional development

Required Professional Development for Teachers

*Improving Standards-Driven Instruction and  
Literacy and Increasing Efficiency in Abbott School  
Districts*

District eligibility for assistance under IDEA Part B  
Inservice training

Programs to Support Student Development

Reporting Allegations of Child Abuse and Neglect

Evaluation of the Performance of School Districts

Employment of teaching staff

Evaluation of tenured teaching staff members

Evaluation of nontenured teaching staff members

Manual for the Evaluation of Local School Districts

No Child Left Behind Act of 2001, Pub. L. 107-110, 20 U.S.C.A. 6301 et seq.

The Comprehensive Equity Plan, New Jersey State Department of Education

STAFF DEVELOPMENT; INSERVICE EDUCATION/  
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Possible

<u>Cross References:</u> *4115	Supervision
*4116	Evaluation
4133	Travel/reimbursement
*4231/4231.1	Staff development; inservice education/visitations/conferences
*5131.6	Drugs, alcohol, tobacco (substance abuse)
*5141	Health
*5141.4	Child abuse and neglect
*6142.2	English as a second language; bilingual/bicultural
*6171.3	At-risk and Title 1
*6171.4	Special education

\*Indicates policy is included in the Critical Policy Reference Manual.