

McGraw Central School District
Professional Development Plan
2017 - 2020



10 West Academy Street
McGraw, NY 13101

BEDS Code: 110304040000

Board of Education Approved:

March 22, 2017

The District would like to acknowledge the Curriculum Council Committee for their efforts in developing this plan in order to provide McGraw's staff the necessary skills and resources to improve student learning and ensure their health and safety.

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McGraw Central School District Vision/Mission

The Mission of the McGraw Central School District is to pursue the maximum fulfillment of each student's potential. We will accomplish this by identifying student outcomes based on excellence, fostering and enhancing student opportunities, emphasizing student enthusiasm, and promoting parent, school, and community involvement.

Professional Development Planning

McGraw Central School District (MCSD) plans professional learning in consultation with its Curriculum Council Committee, in order to increase educator effectiveness and results for all students. It is the mission of this committee to promote and support excellent instruction by providing leadership and direction, varied opportunities, and incentives for staff members to continue professional development throughout their careers in a safe, supportive environment.

The Curriculum Council Committee is composed representatives from elementary, junior high and high school, as well as the Superintendent, and three administrators. It is convened by the Director of Curriculum, operates by consensus decision-making processes, and meetings are open to all interested persons. The SUNY Cortland Grant Project Manager and the District Technology Director work with the committee to support planning and implementation of professional development.

The Curriculum Council Committee meets monthly, with additional meetings on an as needed basis, to plan for staff development throughout the year.

The District encourages staff to participate in a variety of professional development activities:

- Superintendent's Conference Day/Staff Development Day workshops
- Instructional program presentations (including consultants, in-house presenters, tum-key trainers, study groups)
- Curriculum writing
- Instructional staff meetings, conferences, workshops, and site visitations
- Teacher Center, BOCES, NYSUT, RSE-TASC, RBERN (ENL) workshops
- Independent study
- Summer professional development opportunities
- Webinars
- Other professional training with administrative approval
- Collaborative self-directed professional development
- Forums

Needs/Data Analysis for McGraw's Professional Development Plan

Themes for staff development are targeted and needs are prioritized based on goals set by the Curriculum Council Committee and Board of Education, benchmark, common assessment data and state assessment data, staff surveys, New York State P-12 Common Core Learning Standards (CCLS), and the McGraw Central School Report Card.

Themes include:

1. Implementation of all CCLS
2. Technology skills and curriculum integration
3. Effective instructional techniques
4. Coordination of curriculum across grade and content area
5. Literacy for all students
6. Behavioral support for students
7. Standard-based IEP alignment
8. Support for (English as New Learners) ENL students
9. Character Education and positive school climate
10. Improving performance of students living in poverty
11. Crisis Prevention and Intervention Training
12. Health and safety

Needs Assessment Sources Used

Current research on effective practices

- School Report Card
- BEDS data
- Student attendance rates
- Graduation and dropout rates
- Benchmarks for student performance
- Teacher surveys
- Teacher self-reflection
- Data Warehouse
- SED priorities and initiatives
- Technology needs assessment
- Local/State assessments
- Strategic planning process
- COGNOS

- Response to Intervention (RTI)
- Universal Screening Instruments

New Staff Mentoring

Teachers and administrators of McGraw Central School District provide direct support to new staff through the new teacher mentoring program. The program is designed to bring new staff to high levels of competency more quickly. It formalizes a procedure for introducing staff to the culture, expectations, curriculum, assessments, and visions of the district. These benefits lead to enhanced student performance, while recognizing the expertise of experienced teachers. The District's mentoring program is fully articulated in the McGraw Central School District Mentoring Plan.

Keeping Track of Professional Learning Hours

Teachers with Professional Teaching Certificates and Level III Teaching Assistant Certificates

The New York Education Department requires holders of professionally certified teachers and level III teaching assistants to document hours of professional development, with the objective of completing a minimum of 100 approved hours in a five-year period. In order to assist individuals and the district to verify compliance with this requirement, the district uses My Learning Plan (MLP) as a tool to streamline the approval and registration process for conferences, in-district trainings, and higher education coursework.

Teachers with Permanent Teaching Certificates

The District uses My Learning Plan (MLP) as a tool to centralize the approval and registration process for out-of-district training and in-district training. All teachers with permanent teaching certificates obtain significant professional development through the district's staff development days and self-directed hours.

District Resources

The following are examples of resources available to the McGraw Central School District:

Fiscal resources

- COSERS including technology, school improvement, and curriculum, instruction and assessment
- Title I Funds
- MCSD budgeted funds
- Competitive grants
- SUNY Cortland cooperative funds

Staff Resources

- Curriculum consultants
- Content specialists from within or from outside of the district
- Director of Curriculum/Special Education, Principals, Technology Coordinator
- Professional Colleagues

Providers

- Institutions of Higher Education: Syracuse University, SUNY Cortland, TC3, Cornell University, Ithaca College
- Teacher Resource Centers: Cortland County Teacher Center, Syracuse Teacher Center, Central New York/Oswego County Teacher Center
- BOCES (OCM and TST, Instructional Support Services, RSE-TASC, Regional Information Center, RBERN, Curriculum, Instruction and Assessment)
- See Appendix A

Community

- Local Municipalities
- Cortland Sheriff's Department
- McGraw Volunteer Fire Department
- Cortland County Mental Health
- Cortland Family Services
- Lamont Library
- Lime Hollow Center for Environment and Culture
- Family Reading Partnership
- Business Partners

Implementation Plan

Goal 1. Literacy

The District recognizes that high quality, effective literacy instruction, prekindergarten through commencement, is critical to the success of McGraw students. Professional development activities in the area of literacy instruction will provide teachers with the skills and knowledge needed to help students master grade level reading comprehension, written language, and listening and speaking for a variety of purposes and audiences.

Focus Elements	Activity (ies)	Who	Time Frame (When / how long)	Performance Measure / Data Source
Literacy Instruction <ul style="list-style-type: none"> ● Reading Strategies ● Reading Across Content Areas ● Standards based Writing ● ENL Instruction 	<ul style="list-style-type: none"> ● Workshops ● Webinars ● Forums ● Collaboration ● Conferences 	All Instructional Staff	On-going	<ul style="list-style-type: none"> ● State & Local Assessments ● Local & CCLS Rubrics ● Exemplars
Data Driven Instruction	<ul style="list-style-type: none"> ● Workshops ● Webinars ● Collaboration ● Conferences ● RTI ● Independent Study 	All Instructional Staff	On-going	<ul style="list-style-type: none"> ● State & Local Assessments ● Local & CCLS Rubrics ● Exemplars ● Universal Screening ● Progress Monitoring ● Benchmark Assessments

Goal 2. Improving Instructional Techniques

McGraw Central School District supports using effective instructional strategies, consistent practices and common language within schools to improve student learning.

Instructional Techniques	Activity (ies)	Who	Time Frame	Performance Measure / Data Source
Research Based Practices	<ul style="list-style-type: none"> ● Workshops ● Webinars ● Collaboration ● Department / Grade Level Meetings ● Conferences 	All Instructional Staff	On-going	<ul style="list-style-type: none"> ● State & Local Assessments ● Benchmark Assessments ● Observations ● Formative / Summative Assessments ● Graduation rates
Data Driven Instruction	<ul style="list-style-type: none"> ● Workshops ● Webinars ● Collaboration ● Conferences ● RTI ● Independent Study 	All Instructional Staff	On-going	<ul style="list-style-type: none"> ● State & Local Assessments ● Local & CCLS Rubrics ● Exemplars ● Universal Screening ● Progress Monitoring ● Benchmark Assessments

Goal 3. Coordination of Curriculum PreK-12

Ensuring a rigorous, consistent, and viable curriculum that is aligned with Common Core Learning Standards requires on-going collaboration and refinement between grade levels and among various disciplines.

Focus Element	Activity (ies)	Who	Time Frame	Performance Measure / Data Source
Vertical and Horizontal Alignment <ul style="list-style-type: none">• Grade Level• Content Area	<ul style="list-style-type: none">• Consultants• Collaboration• Cross Grade Level and Department Dialogue• Webinars• Bridging grade level meetings• eDoctrina Curriculum Mapping	<ul style="list-style-type: none">• PreK-12 Teachers• Administration	On-going	<ul style="list-style-type: none">• State & Local Assessment• Benchmark Assessments• CCLS Alignment

Goal 4. Technology

The McGraw Central School District Technology Plan calls for staff competencies in technology relating to instructional practice and integration with curriculum standards.

Focus Element	Activity (ies)	Who	Time Frame	Performance Measure / Data Source
Best Practices <ul style="list-style-type: none"> ● Communication ● Internet Usage ● Individual Devices 	<ul style="list-style-type: none"> ● Workshops ● Webinars ● Conferences 	All Instructional Staff	On-going	<ul style="list-style-type: none"> ● Observations ● Surveys
Application of Resources <ul style="list-style-type: none"> ● Internet Usage ● Individual Devices ● Interactive Board ● Coding ● Keyboarding ● Online Resources ● Google Apps for Education 	Workshops Training <ul style="list-style-type: none"> ● Castle Learning ● eDoctrina ● Renaissance Learning (STAR) ● Schoooltool ● My Learning Plan ● Frontline Education (IEP) 	All Instructional Staff	On-going	<ul style="list-style-type: none"> ● Observations ● Effective use of My Learning Plan ● Integration into curriculum and instructional strategies ● Usage Reports ● Surveys
Data Management	Training <ul style="list-style-type: none"> ● Schooltool ● Castle Learning ● Renaissance Learning (STAR) ● Frontline Education (IEP) Webinars	All Instructional Staff	On-going	Efficient, reliable student information

Goal 5. Health and Safety

The McGraw Central School District Curriculum Council Committee makes the necessary recommendations for professional development concerning health and safety aspects of school facilities, staff and students.

Focus Element	Activity (ies)	Who	Time Frame	Performance Measure / Data Source
Facilities	Training <ul style="list-style-type: none"> ● Active Shooter ● Playground Safety ● School Facilities 	All Staff	On-going	Compliance with District Safety Plan
Personnel	Training <ul style="list-style-type: none"> ● Mental Health and Counseling ● DASA/Character Education ● CPR & First Aid ● <u>Mandated Reporting</u> ● Special Education (IEP/504) ● <u>Right to Know</u> ● <u>Sexual Harassment Awareness</u> 	All Staff	On-going	<ul style="list-style-type: none"> ● Compliance with State Regulations ● Survey Results ● DASA reporting ● Attendance

New York State Professional Development Standards

The State Professional Development standards focus on ten areas and include a set of quality indicators for each standard. These indicators are critical attributes that guide the preceding plan and its primary goals.

- Designing Professional Development
- Content Knowledge and Quality Teaching
- Researched Based Professional Learning
- Collaboration
- Diverse Learning
- Student Learning Environments
- Parent, Family, and Community Engagement
- Data Driven Professional Practice
- Technology Evaluation

Plan Evaluation

The 2017-2020 plan reflects a multi-year approach focused on improving teacher effectiveness and performance of all students district-wide.

The Curriculum Council will survey and assess progress on all goals and objectives specified in this plan regularly. Adjustments will be made to improve the effectiveness of our staff development as well as guide future Professional Development Plans based on assessments and surveys, CCLS, New York State Professional Development Standards, McGraw Central School District Vision and student performance data.

Appendix A

District Administration and Teacher Leaders will provide PD to faculty and staff at McGraw Central School:

Melinda McCool, Superintendent

Topics for training may include: Early Literacy, Response to Intervention Strategies, Student Engagement, Technology in the classroom, Google Tools for Education, Collaborative Instructional Strategies, Creating a Climate for PBL

Mark Dimorier, Principal

Topics for training may include: Response to Intervention Strategies, Student Engagement, Technology in the classroom, Collaborative Instructional Strategies, Team Building

Susan Prince, Principal

Topics for training may include: Early Literacy, Response to Intervention Strategies, Student Engagement, Technology in the classroom, , Collaborative Instructional Strategies, PBL

Karen Genzel, Director of Special Education/Curriculum Director

Topics for training may include: Differentiated Instruction, Response to Intervention Strategies, Student Engagement, Assistive Technology in the classroom, TCI Training, PBL

Geoff Hinman, HS Librarian Media Specialist

Library Media Supports for Instruction, Technology in the Classroom

In addition to District Administrators and Teacher Leaders, PD providers from whom McGraw Central School have purchased PD in the past year who are also possibilities:

On location:

OCM BOCES Catie Reeves, Grades 3-8 Literacy Coach; OCM BOCES Jack Mcloughlin, Grades 7-12 Math Coach

Peter McCarthy, Independent Contractor - Coaching/facilitating/training

eDoctrina – Curriculum mapping software trainers

Daily 5 ELA, Daily 3 Math, Daily Café Webinars- ES Online webinars PD

Castle Learning – Computer-based assessment program training

Brian Ramsey – Certified First Aid/CPR training

Off location:

CNY Autism Society: CNYASA - Conferences on Autism

Teacher Learning Center: Example - Motivating and Managing Hard to Reach, Uninterested and Disruptive Students by Brian Mendler

NYS Association for Supervision and Curriculum Development (ASCD): Example - Strategies for Engaging All Students: Rethinking Challenging Kids

Bureau of Education & Research (BER) - Provide staff with many conferences (e.g., Strengthen Your RTI Program! Powerful Strategies to Increase the Success of Your Current RTI Program)

Mid-State Regional Special Education Technical Assistance Center (RSE TASC): Examples - General education and special education: Creating a unified system through a mindful culture of collaboration; Strategies to Improve Executive Function

Madison-Oneida Board of Cooperative Educational Services: Example - Teaching & Engaging with Poverty in Mind by Eric Jensen

National Business Institute (NBI) - Examples - Education Law Issues in NY: Free Speech, FERPA, Special Education, Discrimination and More

NYS AHPERD (NYS Association for Health, PE, Recreation, and Dance) - PE teachers and Health teacher attend annually

ASHA (American Speech, Language and Hearing Association)

MEDS PDN www.pesi.com: Conferences attended by psychologist and school counselors. Examples - Self-Regulation in Children; Play Therapy for Trauma: Brain-Based Strategies for Children & Adolescents

SAANYS: Administration PD Conferences

Statement of Assurance

School District: MCGRAW CENTRAL SCHOOLS BEDS Code: 110304040000

School District Professional Development Plan Statement of Assurances

The Superintendent certifies that:

- Planning, implementation and evaluation of the professional development plan were conducted by a professional development team that included teachers, administrators, and others identified in the plan.
- The plan focuses on improving student performance and teacher practice as identified through data analysis.
- The plan describes professional development that:
 - is aligned with state content and student performance standards;
 - is articulated within and across grade levels;
 - is continuous and sustained;
 - indicates how classroom instruction and teacher practice will be improved and assessed;
 - indicates how each teacher in the district will participate; and
 - reflects congruence between student and teacher needs and district goals and objectives.
- The plan indicates an evaluation of the effectiveness of the professional development and a mechanism to adjust activities based upon the evaluation.
- The plan or the update to the plan was adopted at a public meeting by the Board of Education.



Signature (Superintendent of Schools)

3/22/17

Date