

STAFF DEVELOPMENT; INSERVICE EDUCATION/VISITATIONS/CONFERENCES

The board recognizes that the skills required of support staff members change with changing technology. In order to ensure both optimum efficiency in district operations, and the continued growth in expertise of the staff, the chief school administrator shall ensure that appropriate programs of inservice training shall be developed for support staff as necessary.

The chief school administrator may recommend to the board the granting of leave for attendance of personnel at state, regional, and national job-related meetings without pay deduction and with expenses paid by the school system according to established allowances.

Mandated Inservice Programs

The chief school administrator shall arrange development of appropriate inservice presentations, seminars and/or workshops on equity issues, special education, child abuse and neglect, drug/alcohol abuse awareness, handling blood and body fluids, possible hazardous substances in the workplace, crises response, school violence and other topics specifically required by federal or New Jersey law.

Date: Reviewed: April 10, 2013
 Adopted: June 12, 2013

Legal References: Use legal reference sheet.

Cross References: List your appropriate policies. See legal reference sheet for possibilities.

Key Words

Staff Development; Inservice; Visitations; Conferences

Legal References

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QSAC Monitored:

Section 2: Instruction

Mandated:

N.J.A.C. 6A:16-6.2 requires policy and procedures on staff cooperation with law enforcement authorities in matters relating to substances, weapons and safety. N.J.A.C. 6A:16-6.2(b)12 requires in-service training on these policies and procedures.

N.J.A.C. 6A:16-11.1 requires board policy and procedures on reporting suspected child abuse/neglect, and delivery of information and inservice training programs to school personnel concerning child abuse/neglect.

Other Reasons:

N.J.S.A. 18A:40A-3 (a) requires boards to provide time for staff to receive inservice training on substance abuse provided by the state department of education. N.J.A.C. 6A:16-3.1(a)4 reiterates this requirement.

N.J.S.A. 18A:40A-18c requires inservice training of staff on substance abuse.

N.J.A.C. 6A:16-5.1(d) requires staff training in recognizing and responding to crises, consistent with district plans, procedures and mechanisms for managing crises.

The Comprehensive equity plan required by the DOE requires annual in-service training for all staff (both certificated and noncertificated) to identify and resolve problems arising from prejudice on the basis of race, color, creed, religion, sexual orientation, ancestry, national origin or social or economic status.

Recommendation:

A policy directing the chief school administrator to provide appropriate inservice training for support staff. This would include an annual explanation of health and safety procedures. Special attention should be given to the required affirmative action, child abuse/neglect, and drug/alcohol abuse awareness inservice. Note that assignment of staff to attend such workshops may be negotiated.

<u>Legal References:</u>	<p><u>N.J.S.A. 18A:11-1</u> <u>N.J.S.A. 18A:17-46</u> <u>N.J.S.A. 18A:30-7</u> <u>N.J.S.A. 18A:31-2</u> <u>N.J.S.A. 18A:40A-3</u> <u>See particularly:</u> <u>N.J.S.A. 18A:40A-3(a), -18(c)</u> <u>N.J.S.A. 18A:54-20</u> <u>N.J.S.A. 34:5A-10</u></p>	<p>General mandatory powers and duties Act of violence; report by school employee; notice of action taken; annual report Power of boards of education to pay salaries Attendance at conventions of New Jersey Education Association Initial inservice training programs; curriculum; availability Powers of board (county vocational schools) Retention or workplace surveys</p>
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<u>N.J.S.A.</u> 34:5A-13	Employee education and training program; certification of instructors
<u>N.J.A.C.</u> 6A:7-1.6	Professional development
<u>N.J.A.C.</u> 6A:16-1.1 <u>et seq.</u>	Programs to Support Student Development
<u>See particularly:</u>	
<u>N.J.A.C.</u> 6A:16-3.1(a)4, -5.1(d), -6.2(b)12	
<u>N.J.A.C.</u> 6A:16-11.1	Reporting Allegations of Child Abuse and Neglect
<u>N.J.A.C.</u> 6A:30-1.1 <u>et seq.</u>	Evaluation of the Performance of School Districts
<u>N.J.A.C.</u> 6A:32-14.1	Review of mandated programs and services

Comprehensive Equity Plan, New Jersey State Department of Education

Possible

Cross References:

*2224	Nondiscrimination/affirmative action
*4215	Supervision
*4216	Evaluation
4233	Travel/reimbursement
*5141	Health
*5141.4	Child abuse and neglect

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