

	<b>MURFREESBORO CITY SCHOOL BOARD POLICY</b>		
	Descriptor Term:	Descriptor Number:	Date Adopted:
	INSERVICE AND STAFF DEVELOPMENT OPPORTUNITIES	PER 18	4/79
	Revision Adopted:		
	8/01		

The Board recognizes its particular responsibility to provide opportunity for the continual professional growth of its professional staff. Such opportunities shall include special inservice courses, workshops, and direction from the Associate Director for Instruction and Professional Development and consultants.

### INSERVICE EDUCATION

Inservice education is a program of planned activities designed to increase the competencies needed by all personnel in the performance of their responsibilities. Competencies are defined as the knowledge, skills, and attitudes which enable personnel to perform their tasks with maximum effectiveness.

#### *Administrative and Supervisory Employees*

These employees shall show evidence of continual professional growth by attendance at inservice programs and institutes, studying professional literature, meeting with other professionals for discussion, and otherwise keeping abreast of research in methodology, curriculum, and student growth and development.

Each principal and administrator shall be required to attend the principal-administrator academy for instruction at least once every five (5) years.

#### *Professional Employees*

A systemwide inservice committee, composed of membership from a cross-section of other personnel, shall assess system-wide needs, establish priorities, develop objectives, design activities, and evaluate the inservice program.

Inservice credit shall not be given while performing duties which are required as part of regular teaching assignments.

#### *Support Personnel*

The immediate supervisor shall be responsible for providing inservice trainings. Absences to attend meetings relating to the employee's job description may be granted by the Director of Schools without loss of pay to the employee.

## STAFF DEVELOPMENT PROGRAM

Staff development programs and activities shall reflect the National Standards for Staff Development and shall reflect the needs identified in school improvement plans.

The Board may pay expenses of selected personnel who participate in the training sessions conducted by the State Department of Education.

The Associate Director for Instruction and Professional Development shall involve central office personnel and staff development trainers in developing the system-wide staff development program and schedule and shall present it to the Director of Schools for approval.

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### Legal References:

State Department of Education  
Guidelines for Planning Approvable  
In-service Education Activities, 1997

T.C.A. 49-6-3004(c)(1)  
T.C.A. 49-5-5703(a)