

| <b>Administrative Application</b>                      |   |
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| <b>Personnel and Employee Relations</b><br><b>7820</b> | <b>Last Reviewed /Approved on:</b> August 14, 2024  |
| <b>Staff Professional Development</b>                  | <b>References:</b><br>Local Collective Bargaining Agreement(s) and Conditions of Employment<br>The Education Act, 1995, Sec. 87(n), 109 (1),(2)(e), 175 (2)(f), 231 (1) (a - c), (2)(h)(q)<br>STF Statement of Policy and Bylaws, Sec. 4.4.15<br>Policy 12 – Role of the Director |
|  | <b>Status:</b> Operational  |

### **Preamble**

Staff growth and development within the Regina Catholic School Division (RCSD) is an on-going process that involves and benefits everyone who influences student learning. The aim of staff development is to promote optimal learning conditions for students within the framework of the school division mission, belief statements and strategic plan.

Effective staff growth development places emphasis on three (3) levels:

1. Individual level
2. Site/school/department level
3. School division level

Excellence occurs through a commitment to continual growth across all these levels, resulting in acquisition of new knowledge, skills and attitudes that effect desired outcomes.

### **Application**

RCSD is committed to a systematic and comprehensive employee growth and development program for its staff through established funds<sup>1</sup> and other budgetary provisions, in order to achieve division and school level priorities that align with the Ministry of Education Provincial Education Plan. Professional growth and development are planned and documented as part of the annual Goal Setting process. This is aligned with the school division mission, belief statements, and strategic plan.

RCSD endorses, supports, and encourages staff development in many forms including, but not limited to, professional reading, collaboration, workshops, experimentation, mentoring, inquiry, guest speakers, networks, institutes, and professional course work.

Teachers shall participate in professional learning opportunities, as an individual, team or professional learning community, and/or as a collective, which promote professional growth and development that aligns with provincial, division, and school goals, priorities and initiatives and/or personal professional goals and connects to student learning.

1. It is the responsibility of each staff member to pursue their own professional growth plan to foster continual learning and growth.
2. It is the responsibility of the principal or designate, in collaboration with staff, to plan and implement school-based staff development in alignment with the school division mission, belief statements, and strategic plan.
3. It is the responsibility of Executive Council to support school-based and individual staff growth and development plans.
4. It is the responsibility of the Director and Executive Council to plan and implement, in collaboration with staff, division-wide staff development in alignment with the school division mission, belief statements, and strategic plan.
5. It is the responsibility of the Director or designate, in collaboration with staff, to administer the Professional Advancement Fund<sup>1</sup> in accordance with terms of the Local Collective Bargaining Agreement in effect from time to time.

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<sup>1</sup> The Professional Advancement Fund operates in accordance with terms of the Local Collective Bargaining Agreement in effect from time to time. This agreement applies to all instructional staff belonging to the Regina Catholic School Teachers' Association and the Saskatchewan Teachers' Federation. The Board supports support staff through an established professional development fund.