HUMAN RESOURCES

Certificated and Classified Personnel

Professional Learning

Prince William County Public Schools Strategic Plan states that all employees will complete and implement an individualized professional development and growth plan. It is the employee’s responsibility to document professional learning completed during the performance cycle.

Professional learning, defined as planned opportunities for learning which are intended to improve the knowledge, skills, and performance of all employees, should represent a coordinated effort at both the Division and the school levels. It should align with the Divisionwide Professional Learning Plan and support Division initiatives, building-level initiatives, and individual needs.

All employees will develop a Professional Growth Plan annually with their evaluators during their initial Professional Growth Plan conference. Employees and their evaluators meet during the year to review progress data and identify other professional learning needs. In addition, the Commonwealth of Virginia requires that all certificated personnel meet the professional development requirements for recertification within the validity period. Certificated personnel are responsible for maintaining this documentation as required by the license renewal process. Recertification points are awarded for all offerings, or combination of offerings, that are at least five hours in length.

The Associate Superintendent for Human Resources (or designee) and the Associate Superintendent for Student Learning and Accountability (or designee) are responsible for monitoring and implementing this regulation.

This regulation and any related policy shall be reviewed at least every five years and revised as needed.