

# Regulation

## ANNE ARUNDEL COUNTY PUBLIC SCHOOLS

**Related Entries: Policy 604.02**

**Responsible Office: Division of Professional Growth and Development**

### **PROFESSIONAL DEVELOPMENT ACTIVITIES**

#### **A. PURPOSE**

To establish procedures for the development and delivery of professional development in Anne Arundel County Public Schools (AACPS).

#### **B. BACKGROUND**

Research, insights from practice, and common sense converge around the understanding that skilled teachers have a significant impact on student learning. Professional development helps teachers continue to enhance their professional knowledge and skills throughout their careers. Similarly, for employees other than teachers, effective professional development enhances the capacity of employees to contribute to the achievement of AACPS goals and objectives.

#### **C. DEFINITIONS**

1. Maryland State Department of Education (MSDE) credit refers to Continuing Professional Development (CPD) credit approved in advance by MSDE. This credit may be applied toward the re-certification of the Standard Professional Certificate (SPC), the attainment of the Advanced Professional Certificate (APC), or the re-certification of the APC.
2. APC Renewal credit refers to credit approved by the Board of Education or its designee. APC Renewal credit may be applied toward the re-certification of the APC.

#### **D. PROCEDURES**

1. Communication of Professional Development

Professional Development activities shall be advertised throughout the school system. Participation shall be limited only by the number that can be accommodated.

2. Compensation for Professional Development

- a. Information concerning the amount of pay and preparation time, if any, for professional development activities shall be communicated to employees prior to the activity.
- b. There is no requirement to pay staff for activities outside the regular workday/work year which the employee has the ability to decline attendance.
- c. Professional development activities awarding a stipend must use AACPS' established rate.
- d. Ten-month employees instructing/leading activities shall be paid at their hourly per diem rate.
- e. Ten-month employees instructing MSDE credit-bearing activities shall be paid at AACPS' established rate for instructors.

3. Professional Development Credit

- a. Professional Development activities awarding MSDE CPD credit shall meet MSDE standards.
- b. Professional Development activities awarding APC credit shall meet AACPS standards.

***Regulation History:***      *Developed by the Superintendent 2/2/11*  
   *Reviewed by the Board of Education 4/6/11*  
   *Issued 4/6/11*

*Note previous regulation history: Issued on May 3, 1972; revised 1/8/97*