**Title**: **4042** **Continuing Education**

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|  | **4042 Continuing Education**To provide the students entrusted to their care with a quality Catholic Education which reflects the current trends of research, professional employees should pursue their own profession growth through college courses, conferences, workshops and professional reading.**Diocesan Induction Day**All elementary and secondary professional employee, religious and lay, who are new to the diocese, must participate in the Diocesan Induction day, scheduled annually by the Diocesan Education Office.**Diocesan Teacher Inservice**The annual Diocesan Teacher Inservice is consider a regular contract day. All full time professional employees, both elementary and secondary, are required to participate in this gathering.**Staff Development**As educators committed to on-going professional development, all professional employees are required to participate in the staff development programs outlined by the diocese and by their local school. The current program may be modified annually to meet evolving state and professional standards.In order to provide for an excellent quality of education a minimum of 15 hours of Staff Development for the entire faculty are required of each school. It has been widely recognized that staff development is intimately related to successful improvement and innovation. Staff Development is any set of activities or processes intended to improve skills, attitudes, understanding or performance in present or future roles. This development should **update teachers and principals** in contemporary trends in all subject areas. Staff development should also train, plan, monitor and asses the process of **school wide innovations and improvements.** In order to provide this time, as well as the required experiences listed below, it is necessary to schedule a **minimum** of five (5) teacher days in addition to student days and exclusive of snow and Flexible Instruction Days. Therefore, **all schools will schedule a minimum of 185 teacher days.** **Requirements: a minimum of 15 hours of staff development for the entire faculty in addition to:****Induction****Faculty Retreat Day****Diocesan Teacher Inservice****Diocesan Elementary Inservice****Diocesan Educational/Safety Conference****Faculty Meetings**The 15 hours (minimum) may consist of: * Professional instructors/Consultants
* Use of professional video programs
* Instruction by a competent local source.

It may not include:* Clerical work, classroom decoration
* Parent Conference
* Faculty social events, luncheons, celebrations

Individual teachers are expected to engage in personal professional development. The plan for each teacher should be discussed during evaluations and contract renewal. This personal professional development can be part of the 15 hours required with approval of the principal and proof provided. Each teacher is expected to participate in professional development annually. Teacher who have not yet achieved Instructional II will pursue this certification with the time frame required by the Commonwealth of Pennsylvania.**Reminder: The Pennsylvania Department of Education requires 180 credit hours every five years to maintain certification.**  |