

2024-2025

Professional Development Information

The Stillwater Public School mission of professional development is to improve student learning by creating an environment that values, supports, and nurtures continuous professional growth for all staff and administrators.

[PD Log Link](#) - Use this hyperlink to access the PD log.

Requirements for Professional Development

At this time the state and/or the district have established the following staff development requirements for all teachers and administrators.

- 75 points over 5 years are required by state statute.
- A minimum of 15 points must be recorded each year.
- No more than 150 hours required PD over 5 years is allowed by state statute.
- School activities that are considered a part of your job such as PTA meetings, Parent Conferences, faculty meetings, or field trips with students are **not** considered staff development.
- Staff development category points include the categories listed below. One or more of the following are required on a rotating basis. **Indicated in bold, are the SPS policy requirements for the 2024-2025 school year.**
- **ALL STAFF are required to complete GCN Training. SPS Board of Education sets the requirements and staff will be notified each year of modules required by October 1.**

Categories of PD

A=Parental Involvement

B=Diversity Education

C=Curriculum—including Differentiated Instruction (IEP, Gifted)

***D=Blood borne Pathogens**

E=Classroom Management

F=SPED/Autism for New Pre-K-3-/Grade Level Change

***G=Child Abuse**

***H=Confidentiality/FERPA**

***I=General Harassment/Bullying**

J=Technology—including Digital Teaching & Learning Standards

K=Safe and Healthy Schools/Suicide Prevention

L=EL (English Learners)

***M=Drug & Alcohol Awareness**

N=ACES/Trauma

***O=Human Trafficking**

P=Dyslexia

***Q=Hazardous Communications**

R=Science of Reading for PK-5

***S=Homeless Students**

***T=Threat Assessment**

*All Staff: the requirements marked with an asterisk must be completed online using the [GCN website](#) tutorials. GCN can also be accessed by clicking the login on the SPS homepage and then clicking the Global Compliance Network option. The Organization ID is stillwater. If you do not remember your Personal ID or are a new employee, you will need to select the "I was not given a User ID or I forgot my User ID" button.

Professional Development Days 2024-2025

Seven professional development contract days are scheduled for the school year. All of the professional days are noted on the school calendar. These days are contract days and attendance is expected except for the time trade.

August 12-13	3 Hours District, 3 Hours Site
August 14	6 Hours Site
October 16	6 Hours District
November 1	6 Hours Site
January 6	6 Hours Site
February 17	6 Hours Site, District/Flex Day
May 2	6 Hours Site

Flex Requirements and Guidelines

- Teachers will be responsible for maintaining documentation of **all** PD.
- Teachers will use the Personal Professional Development Log to maintain their ongoing documentation of professional learning. This form is located, along with other information and resources, on the PD website under Teacher Resources on the district website. You will need to “Save a Copy” of the form to your Google Drive in order to edit the form to add your information.
- Teachers may access the district website to find PD opportunities (webinars, in-service offerings, etc.).
- Flex PD hours must be **obtained off contract. No extra duty stipend or travel reimbursement** will be provided.
- For the 2024-25 school year, all flex hours must be completed from **March 8, 2024 to March 7, 2025.**

Oklahoma State Department of Education PD Guidance:

Professional Development shall be directed toward development of competencies and instructional strategies in the core curriculum areas for the following goals (70 O.S. § 6-192 through 6-194):

- Increasing the academic performance data scores for the district and each school site
- Closing achievement gaps among student subgroups
- Increasing student achievement as demonstrated on state-mandated tests and the ACT
- Increasing high school graduation rates
- Decreasing college remediation rates

The following are also approved professional development topics:

- Training for evaluators in observation and coaching strategies as identified by the TLE
- Training related to providing remediation and intervention strategies in reading for young readers
- Training implementation of new standards and assessment

Salary Credit for University Courses

Submit an OFFICIAL transcript showing course hours to the Human Resources Department. Graduate level courses completed prior to the beginning contract date may result in a level change. Check the Master Contract for courses that will count.

When You Need Assistance

The Professional Development Handbook and information on Stillwater Public Schools Professional Development may be accessed on the district website. You may also contact those listed below at the SPS Administration Building.

Human Resources: Gale Henry 5029

New Teacher Meetings: Janet Vinson 5046

Professional Development: Janet Vinson 5046

GCN Questions: Kerri Yee 5007