

TULARE COUNTY/DISTRICT SELPA POLICY # 4054

PERSONNEL

Adopted: 5/13/2020

Revised:

**DETERMINATION, COORDINATION, AND EVALUATION OF
PERSONNEL DEVELOPMENT PROGRAMS**

The Tulare County/District SELPA Personnel Development Program is designed to enhance the knowledge and resources of administrators, general and special educators, paraprofessionals and parents. The goal of the program is to improve the quality of services to students with special needs. The Staff Development Coordinator and the Staff Development Committee:

1. Review and evaluate the results of any needs assessments and/or suggestions made for personnel development topics.
2. Recommend to the Directors of Special Education Committee an annual personnel development plan.
3. Review evaluations of workshops.

Determination of SELPA Personnel Development Needs

Districts and Tulare County Office of Education programs are encouraged to conduct an annual needs assessment. Input is sought from general and special education teachers, Directors of Special Education, administrators and parents. The annual personnel development plan is designed to:

1. Enhance the instructional skills of teachers working with individuals with exceptional needs (ages 0-21).
2. Increase awareness and understanding of students with exceptional needs (ages 0-21).
3. Assist administrators in keeping current on legislation and judicial decisions related to individuals with exceptional needs.
4. Provide needed information and training to parents of students with exceptional needs.

Coordination of Staff Development Programs

The annual professional development plan is circulated to the Directors of Special Education, Program Managers, Program Specialists, District Superintendents, and other interested persons. Flyers for individual professional development workshops are posted on the Tulare County Office of Education website, sent via e-mail to all school site principals as well as those listed above, and "hard copies" are distributed to staff and district superintendents.

Usually there is no cost for workshops arranged by the SELPA. Exceptions would be if a meal is provided or if workshop materials, locations, or speakers are extraordinarily costly.

Space permitting, attendees from surrounding SELPA's, and from agencies within Tulare County are welcome to attend workshops.

Evaluation of Personnel Development Program

Evaluation forms are provided at all workshops and participants are encouraged to complete these forms. Completed evaluations are used to assess the value of workshops and to assist in planning future workshops.

SELPA and Regional Coordinating Council

The Tulare County SELPA is a member of the Region 7 Regional Coordinating Council (RCC) for Staff Development. This council is responsible for offering regional training on topics of regional interest. The Staff Development Coordinator attends the monthly RCC 7 meetings.

References: EC 56195.7(c)(2), EC 56240-56243