

## Professional Learning

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### Bremen City Schools Professional Learning Committee

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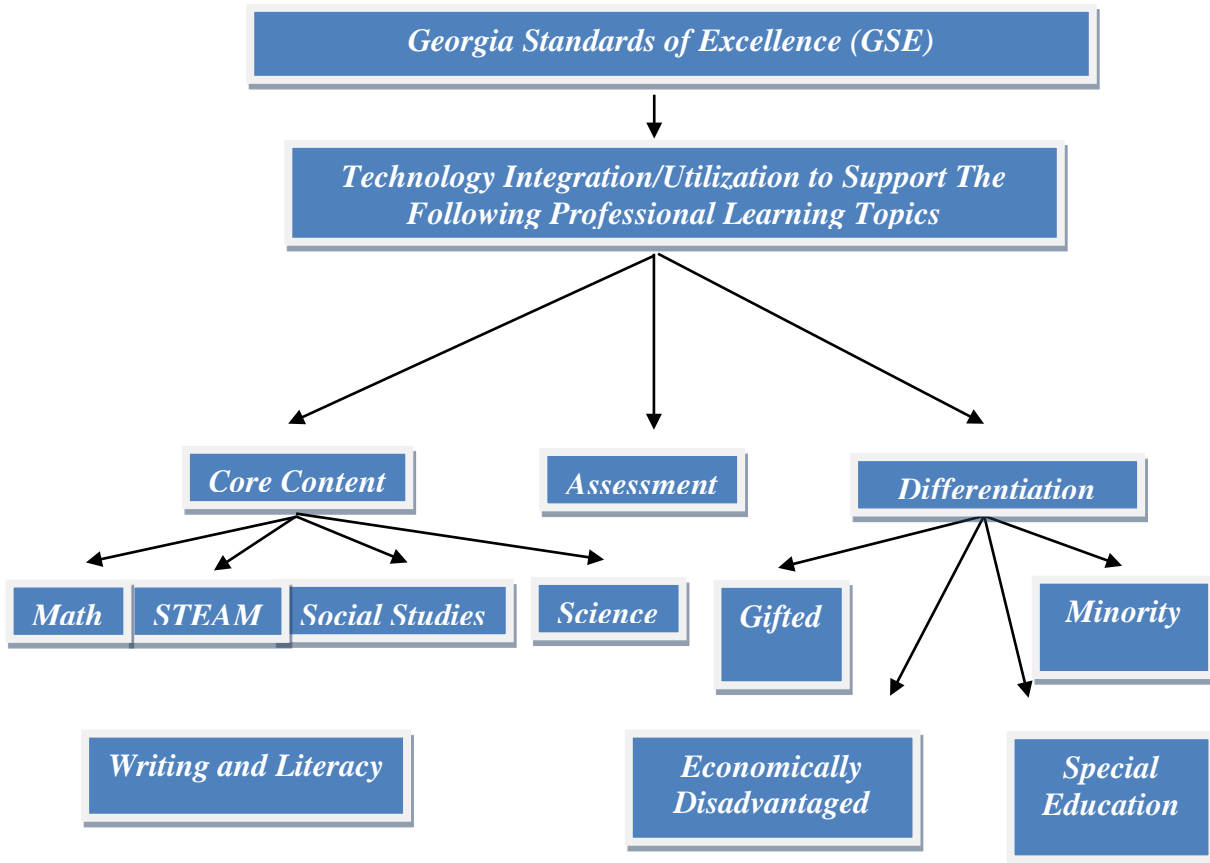
Bill Garrett

Silas Brown

Ashley McGill

Robert Dorch

### Bremen City Schools Professional Learning Plan



Each year, to promote a culture of continuous improvement, the Bremen City School System assesses the professional learning needs of the district by examining multiple measures of data including demographics, system and school processes, perceptual and student learning data. Ultimately, the system's professional learning needs are derived from school needs and the impetus for system planning.

To foster collaborative learning among staff within grade levels and content area departments, Professional Learning Communities (PLCs) are established by the building level principals with a focus on continuous improvement in staff performance, as well as student learning. PLCs are ongoing throughout the year and are monitored by the building level administrators.

#### Georgia Certification/Certification Renewal

The certification system used in the State of Georgia is the responsibility of the Georgia Professional Standards Commission (GaPSC) and is published in "Certification Rules." These rules, as well as additional information on educator preparation and certification, are posted on the GaPSC website at [www.gapsc.com](http://www.gapsc.com).

Effective July 1, 2017, the GaPSC will implement revised GaPSC Rule 505-2-.36 RENEWAL REQUIREMENTS and certificate renewal will no longer rely on PLUs as a renewal requirement. Instead, educators will engage in continuous job-embedded professional learning that is linked to performance. To support Contributing Professionals recertification, additional plans will be developed in the TLSD Platform. A list of Contributing Professionals can be obtained from the TKES handbook located within the TLSD Platform. Even though PLU credit is no longer required for recertification, the Bremen City School System will continue the expectation for each certificated staff member to obtain 20 clock hours of professional learning as part of their regular work calendar. Additionally, all certificated employees are required to develop Professional Learning Goals (PLGs) or Professional Learning Plans (PLPs). PLGs and PLPs will be housed in the TLSD Platform.

Employment as a professional educator or a paraprofessional at Bremen City Schools depends on possession of proper certification or license. Although the System notifies employees when certificates or licenses are nearing expiration, the system is not obligated to do so. **Certification renewal is each employee's personal responsibility and can be initiated by the employee through their MyPSC account.**

In addition to job embedded professional learning through established PLCs, all staff has opportunities to participate in applicable professional learning through Regional Educational Service Agencies (RESA), Department of Education (GaDOE), and professional conferences. All Professional Learning requests must be approved by the building level Principal and then submitted to the Assistant Superintendent for approval prior to completing a purchase order. Each request submitted must include the following information: registration fee, estimated expenses including food, travel and lodging (if applicable). Once a PL request is approved, the staff member, along with the principal, can complete the appropriate paperwork (PO, registration forms, etc.) and submit to the Central Office approval. Once received and approved by the Assistant Superintendent, this paperwork will be forwarded to System Accountant and then to the Superintendent for final approval. Once a staff member receives the approved paperwork (PO, etc.), he/she may register for the requested Professional Learning Opportunity. After events take place, travel reimbursements with appropriate supporting documentation are submitted to the Central Office Accounts Payable Department.

### RESA Registration Information

In order to register for a NWGA RESA class or workshop, the employee must register on-line at [www.nwgaresa.com](http://www.nwgaresa.com) . This request is automatically forwarded to the Principal for approval and then to the Assistant Superintendent for approval. After the request is processed at the RESA level, the staff member, Principal, and Assistant Superintendent, are notified by e-mail that the individual is registered for the class. **Please note: If an employee cannot attend a RESA class or workshop for which he/ she is registered, it is the employee's responsibility to call RESA to cancel at least one week ahead of time except for emergencies. If the employee does not cancel and does not attend, he/she must pay the no-show fee. For staff wishing to attend a RESA outside of our district's area, requests should be made directly to the Principal and the Principal should work with the Assistant Superintendent to approve and register the designated staff.**

### New Teacher Induction

All new employees in Bremen City Schools meet with the Superintendent as a part of their induction to the school system. In addition, there is a new staff orientation that occurs at the district prior to the new year's beginning. Included in the orientation process, new employees meet with the following staff:

Christa Smith – Assistant Superintendent

Bill Garrett – Director of Special Programs

Brian Wheeler (Designee) - Director of Technology

Scott Roberts – Darkness to Light Training

Suzanne Robinson - Payroll and Benefits

Alexander and Company - Benefits Manager for Bremen City Schools

The Superintendent, Assistant Superintendent, and Directors plan collaboratively with Principals on topics to be covered and as needed, participate in the local school induction with new employees. New teachers are assigned a fellow teacher within their grade or department to assist them with acclimation to Bremen City Schools.