

SPONSORING STAFF PROFESSIONAL DEVELOPMENT PROCEDURE

These Administrative Procedures establish specific procedures for implementing Policy SP2, Role as Sponsor, as that Policy relates to Sponsoring Staff professional development.

Professional Development Aligned to Sponsorship

The Superintendent or designee shall ensure that Sponsor Staff regularly participate in professional development that is aligned to sponsoring duties. A majority of staff members shall participate in at least one professional development session prior to January 1st. Professional development may include, but is not limited to: compliance monitoring of community school laws and rules, funding, instructional delivery, special education, governance, sunshine law, state assessments, health and safety, and finance.

Participating staff members shall provide the Superintendent documentation of participation in professional development. Documentation may include, but is not limited to: certificates of completion, agenda, meeting minutes, and outline of materials.

Evidenced-Based Professional Development

Each year, the Superintendent or designee shall review and evaluate the District's performance in the Sponsor's Evaluation, the Sponsor's Strategic Plan, the Sponsor's Improvement Plan, Staff biographies, and/or the results of a Needs Assessment to make evidence-based decisions regarding professional development needs of Sponsoring Staff. Based on this review and evaluation, the Superintendent or designee shall identify professional development opportunities for Sponsoring Staff. Sponsoring Staff shall participate in professional development as directed.

Participating Sponsoring Staff members shall provide the Superintendent documentation of participation in professional development. Documentation may include, but is not limited to: certificates of completion, agenda, meeting minutes, and outline of materials.

Potential Sources of Professional Development

The District has identified the following as potential sources of professional development opportunities.

1. Ohio Association of Charter School Authorizers ("OACSA"). OACSA represents community school sponsors, or authorizers, in Ohio. OASCA's website may be accessed at: www.oasca.org.
2. National Association for Charter School Authorizers ("NACSA"). NACSA offers a National Leadership Conference each year and also provides resources and ongoing seminars. NACSA's website may be accessed at: <http://www.qualitycharters.org/>.

3. National Charter School Resource Center (“NCSRC”). NCSRC is an organization that supports charter school development. NCSRC provides webinars and hosts conferences across the country. NCSRC’s website may be accessed at: <https://www.charterschoolcenter.org/>.
4. National Alliance for Public Charter Schools (“NAPCS”). NAPCS is a non-profit organization that supports the community school movement. NAPCS has an annual, national conference and has a number of publications regarding best practices. NAPCS’s website may be accessed at: <http://www.publiccharters.org/>.
5. National Charter Schools Institute (“NCSI”). NCSI is an organization that provides services and other resources for charter schools. NCSI’s website may be accessed at: <https://nationalcharterschools.org/category/presentations/>.
6. Ohio Department of Education. The Ohio Department of Education offers professional development seminars and meetings on a regular basis. Many of the seminars and meetings are related to changing sponsor duties. A list of presentations already provided by ODE may be accessed at: <http://education.ohio.gov/Topics/Community-Schools/Guidance-Documents-Webinars-and-Presentations>.
7. Ohio Attorney General (“OAG”). The OAG offers Sunshine law training. The OAG’s website may be accessed at: <https://sunshinelaw.ohioattorneygeneral.gov/>.