

## Shared Professional Development Service (#513.301)

<b>0.05 FTE</b> 11 days total with up to 2 days during July and August	<b>0.10 FTE</b> 22 days total with up to 4 days during July and August	<b>0.15 FTE</b> 33 days total with up to 5 days during July and August
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### Contract-term agreements

- Per the BOCES Final Request for Services Form, each staff developer can be reserved for a minimum of 11 days (0.05 Full Time Equivalent) to a maximum of 33 days (0.15 Full Time Equivalent)
  - In-district coaching = 1 day of service
  - In-district workshops (with preparation) = 2 days of service (1 day for preparation; 1 day for presenting)
- All days should be scheduled directly with each staff developer
- All days must be used within the given school year (July 1 - June 30)

### Below are some of the ways in which services can be delivered:

- **Classroom Visits:** Staff developer visits classrooms and supports instruction. This may include observing a lesson, observing student actions/reactions during instruction, co-teaching a lesson, or modeling a strategy. Classroom visits are followed up with a debrief meeting allowing the teacher and staff developer to discuss how the lesson went, any questions the teacher may have and potential next steps.
- **Teacher Rounds/Learning Walks:** Staff developer will facilitate a team of teachers coming together around a common goal or theme and visiting each other's rooms to see that goal in action. The group will meet before the visitation to discuss the lesson and areas in which the teacher is looking for feedback/support and will meet again following the visitation to debrief. Staff developer will create a summary after each round or walk to be given to building and district leaders.
- **Curriculum Work:** Staff developer will first meet with the district point person for curriculum development and agree upon the tool and process to be used. The staff developer will meet with teams of teachers to map curriculum based on New York State Learning Standards.
- **Office Hours:** Teachers can sign up for time to meet with the chosen staff developer as a group or individually. This time can be used for questions about curriculum, to ask for feedback on a lesson or strategy, or to problem-solve issues related to classroom instruction.
- **Data Meeting:** Staff developer will meet with teachers to analyze student work or assessment results and assist in developing next instructional steps.
- **In-District Training/Workshop:** Staff developer will meet with teachers to provide training.
- **Regional Workshop:** Each year Wayne-Finger Lakes BOCES provides regional professional development sessions in which teachers from any of our twenty-five component districts can attend. As part of your purchase into this Shared Development Service, you will have the option of "trading" in days with your staff developer for attendance at regional workshops being presented by any staff developer on our team. Trading in *1 coaching day* would allow *5 participants* to attend the regional workshop for free.
  - Please work directly with your chosen staff developer to manage this request.

Please contact Jessica Sheridan ([Jessica.Sheridan@wflboces.org](mailto:Jessica.Sheridan@wflboces.org)) for further information and pricing details.