



Professional Staff Development Policy **International School of Curaçao**

Rationale

The International School of Curaçao is committed to encouraging staff members to engage in continuing professional development activities. We believe that such processes increase the effectiveness of all staff, enabling them to contribute to the school's vision and goals. This continued development will bring about benefits to school improvement in general and student achievement in particular.

The School believes that it is also the responsibility of individual staff members to take an active role in the process of planning their own staff development and undertake agreed staff development opportunities.

Goals

The professional staff development process will:

- Enhance the ability of individuals and teams to deliver school and service plans.
- Improve and develop the effectiveness of the school therefore raising student achievement.
- Contribute to job satisfaction and team effort by encouraging personal advancement.
- Improve and develop teaching, management and other job related skills.
- Enable staff to develop new skills for current position or future roles so that ISC can respond positively to change.
- Improve the quality of teaching and research based programs.

- **Ensure that all staff is valued and recognized as the most important resource of the school.**

ISC supports staff development by:

- **Offering in-service programs and workshops.**
- **Providing release time for teachers.**
- **Providing a peer observation process.**
- **Providing partial or full reimbursement of expenses for attendance at conferences, workshops and/or educational meetings as well as online courses.**
- **Providing stipends for summer study.**
- **Subscribing to professional literature.**
- **Maintaining a library collection of professional literature.**
- **Structuring the salary scale to recognize additional credits and/or degrees by accredited universities.**

Guidelines for staff development opportunities:

- **All in-service programs planned a year in advance based on staff feedback and school needs.**
- **All staff development opportunities are monitored and evaluated to assess their contribution to school improvement and raising student achievement.**
- **Requests for summer study must be submitted by deadline established by the Director to fulfill budgetary requirements.**
- **Conferences, workshops, and/or online studies approved by immediate supervisor and Director and should be directly linked to current position.**
- **Funding will not be provided for development that does not relate to existing or anticipated work positions.**
- **Staff should note that some or all of the fees paid for professional development may be requested if staff member fails to complete the course or leave employment of ISC before completion of full course.**

Adopted: June 4, 2007

Approved: June 5, 2007