

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 6/11/24



Recognition: Students Staff Parents
Information: Building Report Old Business Superintendent's Report
Action: Resignation Hiring Contract Service Agreements
 Travel Out-of-State Travel In State Approvals
 Termination Legal Matters Other:
This action request pertains to Elementary (only) High School/District Wide

Date: 6/4/24

To Corrina Guardipee-Hall
 Superintendent

From: Rebecca Rappold
Title: Director of Curriculum

Subject: BPS 2024-2025 SY Professional Develop Plan Approval & Offerings

Description: The SBE-Professional Development Committee is requesting approval of the designated PD days for the 2024-25 SY. At this time, the SBE-PD Committee has identified the following PIR days designated for professional development according to MT Code Annotated 20.1-304 and 10.55.714 section 2 a-c and is seeking approval of these educator professional development days.

August 21, 2024 - **BPS 2024-25 New School Year Teacher Orientation Building-Level PD**
October 17 & 18, 2024 - **MFPE (MEA/MFT) and/or BPS PD Offerings (TBD) (2-days)**

Total Designated Professional Development Days of the 7 PIR Days=3 PD Days
Total Hours Designated as Professional Development=18 Hours

***REQUIREMENTS: BPS-Professional Development Plan, and offerings below.

Financial Impact: N/A

Funding Source (Budget/grant, etc.): N/A

Attachment(s): See list

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial) _____

Comments: _____

Board Action: N/A (Info) Approved Denied Tabled to:

Browning Public Schools 23-24 SY PIR-Professional Development Requirements

Requirements: By state law, full-time teachers need to complete 18 hours of PIR professional development credit, which include 6 hours for District-directed events and 12 hours for the two paid MFPE days. Those not attending MFPE for 12 hours need to make up their hours through other offerings, institutes or special requests.

Under MCA 20.3. 304 and Browning Public Schools will provide the following opportunities for our certified Montana educators to receive up to 18 professional development hours during the 23-24 SY according to MCA 20-1-304:

Montana Code Annotated 2021

TITLE 20. EDUCATION
CHAPTER 1. GENERAL PROVISIONS
Part 3. School Terms and Holidays -- Released Time

Pupil-Instruction-Related Day

20-1-304. Pupil-instruction-related day. A pupil-instruction-related day is a day of teacher activities devoted to improving the quality of instruction. The activities may include but are not limited to inservice training, attending state meetings of teacher organizations, and conducting parent conferences. A maximum of 7 pupil-instruction-related days may be conducted during a school year, with a minimum of 3 of the days for instructional and professional development meetings or other appropriate inservice training, if the days are planned in accordance with the policy adopted by the board of public education. The days may not be included as a part of the required minimum aggregate hours of pupil instruction.

Time Frame: The Professional Development year begins on the first day of summer vacation and runs until June 6th. Pay will be deducted from the educator's final paycheck, including benefits and retirement, if hours are not completed on time and documented with the educator's respective building principal by June 6th of the SY.

Verification of Completed Hours: Educators must verify professional development participation through submitted MT OPI Renewal Unit verification forms, or certificate of completion for professional learning.

What is a PIR Day? Which of those PIR days are designated for Professional Development?

PIR stands for Pupil Instruction Related. The Administrative Rules of Montana ([20-1-304](#)) specify that a school that is in session for at least 180 pupil-instruction days may count for the year a maximum of seven PIR days with a minimum of three of the days for instructional and professional development meetings or other appropriate in-service training. These seven PIR days, in addition to the 180 pupil-instructed days, may be counted, provided that such additional days do not include any time counted for pupil instruction and are used for one or more of the following purposes:

- (a) Staff orientation held prior to the beginning of pupil instruction for the purpose of organization of the school year (**August Teacher Orientation Days these are 3 days of your 187 day contract, 1-day is designated as a Professional Development day**)
- (b) Staff professional development programs scheduled during the year for the purpose of improving instruction which shall include annual instructional and professional development meetings (**October MFPE Days these are 2 days of your 187 day contract**).
- (c) Parent-teacher conferences for the purpose of acquainting parents with the school and the progress of their children (**these are 2 days of your 187 day contract both are designated for Professional Development**).
- (d) (3 days equals 18 hours)

24-25 SY BPS Professional Development Dates:

August 21, 2024- BPS 24-25 New School Year Teacher Orientation Building-level Program Training (6-hours)

Building Level Professional Development in IEFA, SOR, Writing, PBIS, SEL, Student & Staff Wellness provided in-district at the building-level by building instructional consultants, instructional coaches, and building principal(s).

October 17 & 18, 2024- MFPE and/or BPS PD Offerings (TBD) (12-hours)

Annual MFPE (MEA/MFT) in Billings, MT

BPS will allow educators to attend the Annual MFPE Conference to be offered annually for professional development. Offerings are planned by MFPE organization.

BPS In-District PD Topics, Browning, MT (Staff PD Survey Completed in March 2023)

- K-12 Writing
- Technology
- Science of Reading (SOR)
- IEFA & Blackfoot Language
- SEL/Trauma Informed/Restorative Practices
- Student & Staff Wellness & Mindfulness
- Anxiety, Depression, & Trauma
- Special Education

Other Professional Development Offerings May Include But NOT Limited To:

(professional development hours may not be included in the educator's contracted days for Browning Public Schools and must be received at a minimum of 2-hour Educator's must provide documentation of completed professional development hours to the building principal by June 6th)

*Other State Professional Associations (may include, but not limited to; MCASE, MCEL, MST, MBEA, MACTE, MAEP, MASP, etc.)

*MT OPI Teacher's Learning Hub document with MT OPI Renewal Units

*Other Professional Development Opportunities meeting documentation requirements (minimum 2-hour block, verification of earned credit, renewal units, or certificate of completion, outside of the district contracted days)

9/21/22 Montana Code Annotated from:

<https://rules.mt.gov/gateway/ruleno.asp?RN=10%2E55%2E714>

[Prev](#) [Up](#) [Next](#)

Rule: 10.55.714

Rule Title: PROFESSIONAL DEVELOPMENT

Department: [EDUCATION](#)

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Chapter: [STANDARDS OF ACCREDITATION](#)

Subchapter: [School Leadership](#)

:



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Latest version of the adopted rule presented in Administrative Rules of Montana (ARM):

[Printer Friendly Version](#)

10.55.714 PROFESSIONAL DEVELOPMENT

(1) Professional development:

(a) shall be aligned with district educational goals and objectives;

- (b) focuses on teachers as central to student learning and includes all other members of the school community;
- (c) focuses on individual, collegial, and organizational improvement;
- (d) respects and nurtures the intellectual and leadership capacity of teachers, principals, and others in the school community;
- (e) reflects proven research and practice in teaching, learning, and leadership;
- (f) enables teachers to develop further experience in subject content, teaching strategies, uses of technologies, and other essential elements in teaching to high standards;
- (g) promotes continuous inquiry and improvement embedded in the daily life of schools;
- (h) is ongoing and sustained;
- (i) is planned collaboratively by those who will participate in and facilitate that development;
- (j) requires substantial time and other resources;
- (k) is driven by a coherent long-term plan; and
- (l) is evaluated on the impact of professional development on teacher effectiveness and student learning, and the results of this assessment guides subsequent professional development.

(2) Teachers and specialists shall annually complete professional development pursuant to the requirements of [20-1-304](#) and [20-4-304](#), MCA, including a minimum of three pupil instruction related (PIR) days dedicated exclusively to professional development.

- (a) A professional development PIR day shall constitute six hours of contact time.
- (b) A school district may divide a professional development PIR day into no fewer than two-hour blocks of contact time.
- (c) A professional development block may be held on the same day as a pupil instruction day, but a school district shall not schedule a professional development PIR day to convene simultaneously with a pupil instruction day.

(3) The local board of trustees shall establish an advisory committee to evaluate the school district's current school year professional development plan; and develop and recommend a plan for the subsequent school year.

- (a) The advisory committee shall include, but not be limited to, trustees, administrators, and teachers. A majority of the committee shall be teachers.
- (b) Each school year the local board of trustees shall adopt a professional development plan for the subsequent school year based on the recommendation of the advisory committee.

(c) The plan recommended by the advisory committee and adopted by the local board of trustees shall outline how, when, and from whom teachers and specialists shall meet their professional development PIR day expectations.

(d) The plan adopted by the local board of trustees must take into consideration the advisory committee's recommendations and include two professional development PIR days in October during which schools must close in order to permit teachers and specialists to attend the annual professional development meetings of state professional associations.

(e) The adopted plan may include alternatives but shall not interfere with or prohibit teacher and specialist attendance at the annual October professional development meetings of state professional associations.

(f) Teachers and specialists who do not attend the annual professional development October meetings of state professional associations or school district plan approved alternative professional development PIR days shall not be paid for the days they are absent.

(g) Teachers, specialists, administrators, and school districts shall not substitute for professional development PIR day purposes professional development opportunities not specifically outlined in the school district's adopted professional development plan.

(h) The local board of trustees shall make their plan available to employees and the public.

History: [20-2-114](#), MCA; [IMP](#), [20-2-121](#), MCA; [NEW](#), 1989 MAR p. 342, Eff. 7/1/89; [AMD](#), 2000 MAR p. 3340, Eff. 12/8/00; [AMD](#), 2012 MAR p. 2042, Eff. 7/1/13.