



Brownsville Independent School District

Agenda Category: General Function Board of Education Meeting: 3/4/2025

Item Title: Professional Development Requirements 2025-2026

	X	Action
		Information
		Discussion

BACKGROUND:

On July 7, 2022, the Texas Education Agency approved the Continuing Education and Training Clearinghouse, as mandated by Senate Bill (SB) 1267 from the 87th Texas Legislature, Regular Session, 2021. The State Board for Educator Certification (SBEC) established this clearinghouse to outline specific training requirements for educators and school personnel in school districts and open-enrollment charter schools.

Per DMA Local Policy – Professional Development: Required Staff Development, the Superintendent is responsible for recommending the district's professional development plan. The Board must annually review the SBEC clearinghouse and approve the district's professional development plan, which must:

1. Be guided by the SBEC Clearinghouse training recommendations
2. Note any differences in the district's plan from the Clearinghouse recommendations; and
3. Include a schedule of the required professional development for all District employees.

FISCAL IMPLICATIONS:

None.

RECOMMENDATION:

To approve the Professional Development Requirements for 2025-2026 that serves as the required training for the district.

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Submitted by: Principal/Program Director

A handwritten signature in blue ink, likely belonging to the Asst. Supt./Exec. Dir.

Recommended by: Asst. Supt./Exec. Dir.

A handwritten signature in blue ink, likely belonging to the Chief Officer.

Approved by: Chief Officer

Approved for Submission to Board of Education:

A handwritten signature in blue ink, likely belonging to Dr. Jesus H. Chavez.

Dr. Jesus H. Chavez, Superintendent



BISD

Professional Development

REQUIRED TRAINING

2025-2026

Professional Development Manual

Contact Us



Phone Number:
956-548-8250



Our Website:
www.bisd.us



Pathways to
Professional Growth

Empowering
Educators for
Student Success

Data-Driven
Insights



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Welcome

As a valued member of the Brownsville Independent School District (BISD), you play an integral role in promoting a culture of learning and excellence. This manual serves as a roadmap for accessing training sessions aligned with district policies and regulations. It guarantees that you are equipped with the tools needed to meet your professional responsibilities effectively. These sessions adhere to the purpose of the Continuing Education and Training Clearinghouse, incorporating best practices, industry recommendations, and Texas Administrative Code guidelines to meet the needs of educators and school personnel.

Who We Are

Brownsville ISD is one of the largest employers in the Rio Grande Valley, spanning 95 square miles. Serving approximately 37,898 students, the district employs nearly 6,000 dedicated professionals who embrace South Texas's unique cultural diversity. BISD's broad selection of academic programs and extracurricular activities supports student success.

At A Glance

This comprehensive manual is your guide to requirements for the 2025–2026 academic year. Designed for both new hires and seasoned employees, it provides the skills and knowledge necessary to excel in your district responsibilities.

Professionalization

- **Compliance with Regulatory Standards:** Equips educators with the knowledge and skills needed to meet compliance guidelines, maintaining integrity and professionalism within the district.
- **Building Strong School Communities:** Encourages collaboration and unity within the school environment through an impactful training session

Training Modalities

Our professional development sessions are offered in three flexible formats:

- **Face-to-Face:** Personalized and interactive in-person sessions.
- **Online Courses:** Self-paced training to fit your schedule.
- **Synchronous Training:** Real-time virtual sessions for collaboration and engagement.



Overview of Professional Development (PD)

Purpose: To align with district policies, state mandates, and best practices while promoting a commitment to lifelong learning.

Training Goals:

- Maintain alignment with the Texas Administrative Code and Education Code.
- Support continuous professional development.
- Build and enhance strong school-community connections.

Training Modalities:

- **Face-to-Face:** Interactive, on-site sessions.
- **Online Courses:** Flexible, self-paced options.
- **Synchronous Training:** Real-time virtual sessions.



Comprehensive Training Schedule

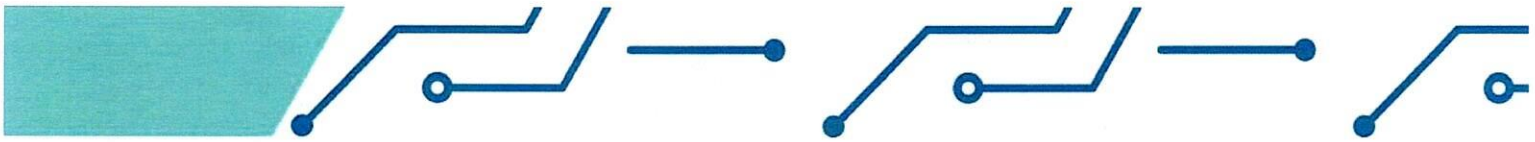
Workshop Title	Due Date	Hours	Additional Information	Contact
New Employee Orientation	Will be set upon Academic Calendar approval.	4	Required for all new hires. Classified employees must confirm work hours with supervisors.	Human Resource Professional Development
District-Approved Training Dates	Will be set upon Academic Calendar approval.	6	Mandatory district-wide training. Specific sessions will be announced.	Professional Development
Campus-Approved Training Dates	Will be set upon Academic Calendar approval.	Varies	Campus-based training sessions. Check with campus administration for details.	Professional Development



Department-Specific Training

Athletics / Fine Arts

Workshop Title	Due Date	Hours	Additional Information	Frequency
Concussion Training TEC §38.154.	August 8, 2025	1	Required for concussion oversight team members and school nurses.	Annually
*Extracurricular Athletic Activity Training Program TEC §33.202; TAC §76.1003.	August 8, 2025	1	For coaches, trainers, and sponsors. Covers emergency plans, 9-1-1 communication, and injury symptoms.	Annually
Illegal Steroid Use TEC §33.091.	August 8, 2025	1	Mandatory for athletic coaches in extracurricular activities.	Annually
CPR & First Aid Certification TEC §22.902.	August 8, 2025	1	For sponsors, band directors, and athletic staff. Recertification required every two years.	Biennially
*Marching Band Safety Training TAC §76.1003.	August 8, 2025	1	Safety training for marching band directors.	Annually



Department-Specific Training

Bilingual / ESL

Workshop Title	Due Date	Hours	Additional Information	Frequency
Sheltered Instruction Core Initial Training TAC §89.1201.	May 15, 2026	12	For new teachers or those without prior completion. Provides 12-hour core training and lifetime credit.	Once for lifetime credit
Sheltered Instruction Refresher TAC §89.1201.	December 12, 2025	3	For teachers who completed core training. Focuses on Emergent Bilingual student needs.	Annually
Language Proficiency Assessment Committee (LPAC) TEC §29.063(a) TAC §89.1220(a)-(f).	May 15, 2026	3	Required for LPAC members. Includes updates from TEA on LPAC procedures. Code	Annually
Bilingual / ESL Teacher Certification Preparation Trainings	May 15, 2026	6	For teachers without Bilingual or ESL certification teaching Emergent Bilingual students. TAC §89.1207.	As needed by teacher seeking Bilingual / ESL Teacher Certification

Department-Specific Training

Curriculum, Instruction and Accountability

Workshop Title	Due Date	Hours	Additional Information	Frequency
AP Institute	Varied dates during summer (TBA)	Varies	Required for AP teachers before assignment. TAC §74.29.	Every 3 years
Assessment Instrument Administration	Varied dates	1	Mandatory for administering assessments. TEC §39.304 TAC §101.3031.	Annually
Gifted/Talented Foundational Training	Varied dates	30	For G/T program teachers. Covers curriculum, student needs, and assessments. TAC §89.2(1,2).	Once for lifetime credit
Gifted/Talented Annual Update	Varied dates	6	Required annually for G/T program teachers. Covers state standards for G/T education. TAC §89.2(3).	Annually
G/T Training for Administrators	Varied dates	6	Covers student needs and program options. TAC §89.2(4).	Once for lifetime credit
G/T Training for Counselors	Varied dates	6	For counselors overseeing G/T programs. Includes SEL, student needs, and program options. TAC §89.2(4).	Once for lifetime credit



Department-Specific Training

Continued... Curriculum, Instruction and Accountability

Workshop Title	Due Date	Hours	Additional Information	Frequency
TELPAS Administration	Varied dates	1	For staff administering TELPAS. Training provided by campuses. TEC §21.4571.	Annually



Department-Specific Training

Computer Services and Instructional Technology

Workshop Title	Due Date	Hours	Additional Information	Frequency
Cybersecurity Training	End of the second six weeks. New employees, end of fourth six weeks. (Hired after second six weeks)	1	Required for all employees. Online course format. TEC §11.1513; Tex. Gov't Code §2054.519, .5191.	Annually

Department-Specific Training

Finance

Workshop Title	Due Date	Hours	Additional Information	Frequency
Investment Training	As required	10	For CFOs and Investment Officers. Covers investment methods and responsibilities. TEC §2256.008.	8 hours every 2 years

Department-Specific Training

Food and Nutrition

Workshop Title	Due Date	Hours	Additional Information	Frequency
Civil Rights Training	August 11, 2025	2	Training is mandatory for FNS staff and school personnel managing BIC and CACFP meals.	Annually *New employees must complete the training within thirty (30) days of hire.

Department-Specific Training

Guidance and Counseling

Workshop Title	Due Date	Hours	Additional Information	Frequency
Dating Violence TEC §37.0831; BQ(LEGAL).	September 19, 2025	1	Required for all secondary certified and classified staff.	Once for lifetime credit
DFPS Reporting Suspected Abuse or Neglect TEC §38.004; DMA(LEGAL).	September 19, 2025	1	Annual training for certified and classified personnel.	Annually
HB 3 Mental Health Training TEC Code § 22.904; 19 TAC §153.1015; DMA (LEGAL)	TBD as schedule by Tropical Texas	5	Any school district employees who regularly interact with students.	Once for lifetime credit
Threat Assessment Team Training TEC §37.115; FFB(LEGAL).	September 19, 2025	7	For School Behavioral Threat Assessment (SBTA) and Safe and Supportive School Team (SSST) members. Online course via Texas School Safety Center.	Once for lifetime credit
*Suicide Prevention and Conflict Resolution TEC §21.451(d); DMA(LEGAL); FFB(LEGAL).	September 19, 2025	1	Required annually for certified and classified personnel.	Annually



Department-Specific Training

Continued...Guidance and Counseling

Workshop Title	Due Date	Hours	Additional Information	Frequency
*Sexual Abuse and Trafficking Training TEC §38.0041(c)-(f); 19 TAC §61.1051(c)-(d); DMA(LEGAL).	September 19, 2025	1	Required annually for certified and classified personnel.	Annually
Safe & Supportive School Program TEC §38.351; FFB(LEGAL).	September 19, 2025	1	Face-to-face training with materials provided by campus administrators.	Annually
* Trauma Informed Care TEC §38.036; DMA(LEGAL); FFBA(LEGAL).	September 19, 2025	2	Annual training for certified and classified personnel.	Annually
Mental Health First Aid Training	In-person training must be scheduled by campus.	5	Training by Tropical Texas Behavioral Health or other designated trainer.	Once for a lifetime credit.

Department-Specific Training

Health Services

Workshop Title	Due Date	Hours	Additional Information	Frequency
*Administration of Epinephrine Auto-Injectors and Food Allergy DSHS TEC §38, S.210(b). TEC §38.0151;	September 19, 2025	1	Required for all school personnel, including volunteers. Online course format.	Annually
Automated External Defibrillator (AED) TEC §22.902(a)-(c); TEC §21.4515; Section 779.001, Health and Safety Code.	September 19, 2025	1	Mandatory for nurses, health aides, extracurricular sponsors, athletic staff, band directors, and volunteers. Face-to-face format.	Every 2 years with CPR
Bleeding Control Stations TEC §38.030(b)(3).	September 19, 2025	1	Required for all school personnel, including district peace officers. Online course format.	Annually
Bloodborne Pathogens TEC §81.301-.307; 25 TAC §§96.101-.501; DBB(LEGAL).	September 19, 2025	1	Required for all school personnel. Online course format.	Annually
Diabetes TEC §168.005.	September 19, 2025	1	Required for unlicensed diabetes care assistants. Training is coordinated by the school nurse if assigned. Face-to-face format. Texas Health and Safety Code §168.005.	Annually
Seizure Disorders TEA-approved online course required. TEC §38.033.	September 19, 2025	1	Mandatory for school nurses, health aides, and staff with student contact.	Annually by first class day

Department-Specific Training

Human Resources

Workshop Title	Due Date	Hours	Additional Information	Frequency
T-TESS/GSPD/SLO Continuing teachers	Within the first 3 weeks of school starting	1	Required for all teachers. Training is scheduled before the first observation. TEC §21.351; TAC §150.1005; DNA(LLEGAL).	Annually
T-TESS/GSPD/SLO New Teachers & Teachers New to the District (Before the first observation)	August 2025 January 2026	3	Required for all new teachers and teachers new to the district. Training is scheduled before the first observation. TEC §21.351; TAC §150.1005; DNA(LLEGAL).	Annually
Teacher Incentive Allotment	Will be set upon Academic Calendar approval. November 2025	1	Mandatory training video for teachers and campus administrators.	Annually
Employee Standards of Conduct, Sexual Harassment and Social Media 20 U.S.C. §§1681-1688; 34 C.F.R. §§106.30, .45(b); FFH(LLEGAL).	Will be set upon Academic Calendar approval. Campus Does Turnaround Training	1	Training by HR Department on standards, discipline, and harassment.	Annually
Mentor Training	October 2025 February 2026	6		
T-PESS Orientation	Before start of the school year	3	For campus administrators. Covers the T-PESS rubric, timelines, and expectations. Recommended during BOY Administrator's Academy. TAC §150.1025.	Annually



Department-Specific Training

ISSET

Workshop Title	Due Date	Hours	Additional Information	Frequency
Technology Training	Campus recommendation	6	Recommended 6 hours of technology training.	Annually

Department-Specific Training

Police and Security

Workshop Title	Due Date	Hours	Additional Information	Frequency
Emergency Operations Plan TEC §418.005; TEC §37.108(a); CKC(LEGAL).	Campus-determined dates	1	Mandatory 45-minute training for all district employees. Scheduled with BISD PD.	Annually

Department-Specific Training

Pupil Services

Workshop Title	Due Date	Hours	Additional Information	Frequency
Student Discipline TEC §§37.0181, .002; DMA(LEGAL).	Will be set upon Academic Calendar approval.	3	Mandatory for principals and administrators. Focus on managing student behavior in alternative settings.	Annually
*Student-on-Student Bullying and Harassment TEC §21.451(d)(3)(C), 38.351; FFI(LEGAL); FDB(LEGAL); FF(LEGAL); FO(LEGAL); DMA(LEGAL); FOF(LEGAL).	Will be set upon Academic Calendar approval.	3	Required for campus administrators. Covers prevention, identification, and reporting of bullying incidents.	Annually



Department-Specific Training

Section 504 / RTI

Workshop Title	Due Date	Hours	Additional Information	Frequency
Section 504 of the Rehabilitation Act FB, EIE, and FFE. 29 U.S.C. §794; FB(LEGAL); FNG(LEGAL); FOF(LEGAL); EIF(LEGAL); DAA(LEGAL); EHB(LEGAL); EHDE(LEGAL).	Beginning of the school year (BOY)	1	Annual training by Campus Rtl/504 Coordinator. Covers Section 504 procedures, early identification, and support for students with disabilities. Addresses policies	Annually

Department-Specific Training

Special Education

Workshop Title	Due Date	Hours	Additional Information	Frequency
Dyslexia TAC §74.28(d)(e); TEC §29.027.	Dates vary by campus	1	Annual training by Campus Dyslexia Teacher on updates for staff. Focus on screening and treatment for dyslexia.	Annually
Senate Bill 1196	BOY Campus Staff Development Day	1	Required training provided during BOY staff development activities.	Annually
Continuing Professional Education in Special Education	Designated District Staff Development Days	12	Mandatory for special education and related staff. Topics include co- teaching, modifications, and behavior management. Face- to-face format. DMA(LOCAL).	Annually
Use of Restraint / Use of Time-Out TEC §37.0021(d); TAC §89.1053(d); FOF(LEGAL).	Ongoing	Varies	Campus core team must include an administrator or designee. Staff using restraints in emergencies must train within 30 school days.	As needed

*Continuing Education and Training Clearinghouse

All other training courses are required by the Texas Education Code and/or Texas Administrative Code.



Committee

Adrianna Lipa	Director for Special Education
Alonso Guerrero	Director of Health Services & Operations
Carlos Olvera	Director of Bilingual Education
Cindy Paz	Sergeant for Police/Security
Dolores Emerson	Executive Director, Elementary Education
Dr. Cynthia S. Castro-Rodriguez	Director for Professional Development, Library Media & Print Shop
Dr. Norma Ibarra-Cantu	Executive Director, Secondary Education
Dr. Roni Rentfro	Director of Assessment/Research/Evaluation GT
Emiliano Camarillo	HR Coordinator
Gilbert Leal	Director for Athletics
Joaquina Cruz	Director for Food and Nutrition
Julie Salinas	Director of Section 504/Rtl/Resolutions/Title IX
Maricela Franco	Director of Human Resources
Michael Garcia	Director, Fine Arts
Miguel Molina	Educational Technology Specialist
Randy Park	Director of Pupil Services
Sara Garza	Director for Guidance and Counseling
Todd Nichols	Director of Computer Services - Student Information Management Division

Clearinghouse

Continuing Education and Training Clearinghouse Purpose: The Clearinghouse includes best practices and industry recommendations for the frequency for training of educators and other school personnel.

Professional Development Best Practices: [Effective Schools Framework](#)

Topics Outlined in SB 1267	Statutory Provisions	Required Trainings with Embedded Best Practices	Required Personnel	Recommended Frequency
1. Suicide Prevention	<ul style="list-style-type: none"> 21.451(d)(3)(A) and (d-1)(1)(A) for the frequency and population, and (d-2) for the program/content 21.451(d-1)(1)(B) and 38.351 states that training programs are to be developed by the agency in coordination with the Health and Human Services Commission and Education Service Centers 38.351(h) states school districts to provide suicide prevention training (minus elementary campuses if sufficient funding not available) 21.451(d-1)(2) states that the training may include two or more topics listed together 	Suicide Prevention , Intervention and Postvention	School counselors, teachers, nurses, administrators, and other staff as well as law enforcement officers and social workers who regularly interact with students.	<ul style="list-style-type: none"> Job embedded or as part of a professional learning community <p>OR</p> <ul style="list-style-type: none"> * Annually
2. Strategies for establishing and maintaining positive relationships among students, including conflict resolution	<ul style="list-style-type: none"> 21.451(d)(3)(B) and (d-1)(1)(A) for the frequency and population and (B) for the program/content 38.351 states that training programs are to be developed by the agency in coordination with 	Building Skills Related to Managing Emotions , Establishing and Maintaining	Teachers, school counselors, principals, and all other appropriate personnel.	<ul style="list-style-type: none"> Job embedded or as part of a professional learning community <p>OR</p>

Topics Outlined in SB 1267	Statutory Provisions	Required Trainings with Embedded Best Practices	Required Personnel	Recommended Frequency
	<p>the Health and Human Services Commission and Education Service Centers</p> <ul style="list-style-type: none"> 21.451(d-1)(2) states that the training may include two or more topics listed together 	Positive Relationships, and Responsible Decision-Making		<ul style="list-style-type: none"> *Annually
3. Preventing, identifying, responding to, and reporting incidents of bullying	<ul style="list-style-type: none"> 21.451(d)(3)(C) and (d-1)(1)(A) for the frequency and population and (B) for the program/content 38.351 states that training programs are to be developed by the agency in coordination with the Health and Human Services Commission and Education Service Centers 21.451(d-1)(2) states that the training may include two or more topics listed together 	Positive Youth Development Bullying and Cyberbullying	<p>Teachers, school counselors, principals, and all other appropriate personnel.</p> <p>OR</p> <ul style="list-style-type: none"> *Annually 	<ul style="list-style-type: none"> Job embedded or as part of a professional learning community <p>OR</p> <ul style="list-style-type: none"> *Annually
4. Safety training program	<ul style="list-style-type: none"> 33.202(b) for the frequency and population and (c) for the certification of participants and the content. (a) requires the UIL to develop the program 	UIL Safety Training	<p>Coaches, trainers, sponsors for an extracurricular activity, director responsible for school marching band.</p> <p>OR</p> <ul style="list-style-type: none"> *Annually 	<ul style="list-style-type: none"> Job embedded or as part of a professional learning community <p>OR</p> <ul style="list-style-type: none"> *Annually
5. Increasing awareness of issues regarding sexual abuse, sex trafficking, and other	<ul style="list-style-type: none"> 38.0041(c)(1)(A) for the frequency and (B) population. (2) for the program/content 38.0041(a) requires each district and charter school to adopt a 	Human Trafficking	<p>All employees</p> <p>Part of new employee orientation.</p>	<ul style="list-style-type: none"> Job embedded or as part of a professional learning community

Topics Outlined in SB 1267	Statutory Provisions	Required Trainings with Embedded Best Practices	Required Personnel	Recommended Frequency
maltreatment of children	<p>policy to be included in the district improvement plan and (b)(1) requires that policy to include methods using resources developed by the agency under 38.004.</p> <ul style="list-style-type: none"> 38.004 states that the agency shall develop and update a child abuse training program. 			<p>OR</p> <ul style="list-style-type: none"> *Annually
6. Increasing awareness and implementation of trauma-informed care	<ul style="list-style-type: none"> 38.036(c)(1)(B) and (C) for frequency, and 38.036(d) for population 38.036(c)(1) and 38.351 state that training programs are to be developed by the agency in coordination with the Health and Human Services Commission and Education Service Centers 	Grief Informed and Trauma Informed Training	<p>All staff in the school district.</p> <p>Part of new employee orientation.</p>	<ul style="list-style-type: none"> Job embedded or as part of a professional learning community <p>OR</p> <ul style="list-style-type: none"> *Annually
7. Administration of an epinephrine auto-injector	<ul style="list-style-type: none"> 38.210(b)(1) and (2) for program content and format and (3) for frequency. states that if a district or charter school or private school adopts a policy under 38.208(a), they are responsible for the training, and points to (c) which states that the Health and Human Services Commission, with advice from the Texas Dept of State Health Services appointed committee in 	Epinephrine Auto-Injector Training	<p>School personnel and volunteers who are authorized and trained.</p>	<ul style="list-style-type: none"> Job embedded or as part of a professional learning community <p>OR</p> <ul style="list-style-type: none"> *Annually

Topics Outlined in SB 1267	Statutory Provisions	Required Trainings with Embedded Best Practices	Required Personnel	Recommended Frequency
	38.207 (38.202 role and composition of the committee) which states that they advise on the training required, must develop rules regarding maintenance and administration of epinephrine injectors, and that the rules must state the amount of training required for school personnel.			
Clearinghouse section: Texas Constitution and Statutes: For the complete language of the statutory provisions listed above, see Texas Constitutions and Statutes .				
Additional Resources: TASB School District Training Chart , Texas School Mental Health Toolkit , Texas Model for Comprehensive School Counseling, 5th edition , Criteria for Success in Job Embedded Professional Development .				
Continuing Professional Education Requirements: Continuing Professional Education Information				

*Although several organizations recommended annual training in this topic, they did not submit research or supporting evidence supporting the recommendation.