Brownsville Independent School District

Agenda Category: General Function **Board of Education Meeting:** 03/04/2026

Item Title: Professional Development Requirements 2026-2027

X **Action**
____ **Information**
____ **Discussion**

BACKGROUND:

On July 7, 2022, TEA approved the Continuing Education and Training Clearinghouse required under SB 1267 (87th Legislature, Regular Session, 2021).

Per DMA(LOCAL), the Superintendent recommends the District professional development plan, and the Board annually reviews and approves it. The plan must:

1. Be guided by the SBEC Clearinghouse training recommendations.
2. Identify differences between the District plan and Clearinghouse recommendations.
3. Include a schedule of required professional development for all District employees.

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

Recommend approval of the Professional Development Requirements for the 2026–2027 school year.

Dr. Cynthia Castro-Rodriguez
Submitted by: Principal/Program Director

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

Beatriz Hernandez
Approved by: Chief Officer

Approved for Submission to Board of Education:

Jesus H Chavez
Dr. Jesus H. Chavez, Superintendent

When Necessary, Additional Background May Follow This.

Brownsville Independent School District

2026 - 2027 REQUIRED TRAINING

Building Capacity, Elevating Learning.

Approved by the Brownsville Independent School District Board of Trustees on _____.

Table of Contents

Welcome

As a member of the Brownsville Independent School District (BISD), you contribute directly to building a culture of learning and excellence. This manual is a guide to required training sessions that follow state regulations and district policies. It gives you the information and resources needed to carry out your responsibilities with confidence.

The sessions outlined here are part of the Continuing Education and Training Clearinghouse and follow best practices, state guidelines, and district priorities.

At a Glance

This manual outlines the training requirements for the 2026–2027 school year. It applies to new employees as well as returning staff and provides clear guidance on the skills and knowledge needed for your role.

Professional Standards

- Regulatory Training: Aligns staff with state and district requirements.
- Stronger Communities: Promotes collaboration across campuses through professional learning.
- Accountability: Employees complete required training by established deadlines. Administrators and supervisors monitor compliance. The Professional Development Department coordinates, tracks, and reports training districtwide.

Training Formats

Professional development is available in three ways:

- Face-to-Face: In-person sessions at district or campus sites.
- Online Courses: Flexible, self-paced training.
- Synchronous Virtual: Real-time sessions delivered online for interactive participation.

Appendix A and Appendix B contain required compliance checklists for employees and campuses. These appendices provide course numbers, registration guidance, and campus coordination requirements and must be reviewed in conjunction with the training requirements outlined in this manual.

Understanding Employee Classifications and Certification Types

This section explains how employee classifications and certification types are defined for the purpose of required training. These definitions are used consistently throughout this manual to determine training applicability.

Employee Classifications

All Employees
All individuals employed by the district, including certified staff, classified staff, auxiliary staff, and administrators.

Certified Educators
Employees who hold a Texas educator certificate issued by the State Board for Educator Certification (SBEC), such as teachers, counselors, librarians, and administrators.

Classified Staff
Employees who do not hold an SBEC educator certificate. This includes educational aides, paraprofessionals, clerical staff, custodial staff, transportation staff, and auxiliary personnel.

Certification Type Clarification

Educational Aides and Paraprofessionals
Educational aides and paraprofessionals may hold a paraprofessional or teacher aide certificate. For training purposes, they are considered classified staff unless a training requirement explicitly states otherwise.

Holding a paraprofessional or teacher aide certificate does not change an employee's classification to a certified educator.

Why Professional Development Matters

Commitment to Growth

Professional development is more than a requirement. It is part of BISD's commitment to learning at every level. Through ongoing training, staff gain new skills, adapt to evolving expectations, and contribute to stronger schools.

Building Capacity

Each session prepares employees to serve students with confidence and clarity. Training provides consistent expectations across campuses and strengthens districtwide practices.

Shared Purpose

When staff engage in professional development together, they contribute to a culture that supports both student learning and professional collaboration.

How to Complete Your Required Online Training

Many required trainings for the 2026–2027 school year are completed online. This section provides clear guidance on how to access, register for, and complete required online courses through the district's Professional Learning System and Schoology.

All employees are responsible for completing required training by the assigned deadlines and for verifying that the credit has posted successfully.

Step 1: Access and Register for Your Online Courses
Employees must first register for required courses through the Professional Learning System before beginning any online training.

Use the guide
[How to Access Your Required Online Courses (PDF)]
for step-by-step instructions, including screenshots, on how to:

- Log in to the Professional Learning System
- Access the Course Catalog
- Search for courses using the assigned course number
- Register for required courses
- Select all applicable credit types
- Launch the course in Schoology

Registration must be completed before course materials will appear in Schoology.

Step 2: Complete Your Course in Schoology
Once registered, all online courses are completed in Schoology.

Use the guide
[Navigating Your Online Course in Schoology (PDF)]
for step-by-step instructions on how to:

- Locate your assigned course
- Open folders and modules
- Review required materials
- Complete all activities and assessments

All modules and required assessments within each course must be completed in order for credit to be awarded.

Online Training: Completion and Credit Posting

Completion and Credit Posting
A course is considered complete only when all of the following have occurred:

- All modules and materials have been accessed
- All required assessments have been submitted
- The course reflects completion in Schoology
- Credit posts to your Professional Learning transcript

Employees are encouraged to periodically review their transcript to confirm completion.

Need Assistance?
If you experience difficulty accessing courses, registering, or completing online modules, contact the Professional Development Department for support.

Comprehensive Training Schedule

The training categories below provide a general overview of required professional learning. Role-specific requirements, including statutory references, hours, and completion frequency, are detailed in Section 4: Department-Specific Training.

Training Due Dates
Due dates may vary by role, assignment, statutory requirements, and delivery method. Specific deadlines are communicated through the Professional Learning System, campus administration, or the supervising department.

01

New Employee Orientation

July 23, 2026
January 16, 2027

Required for all new hires. Classified employees must confirm work hours with their supervisors.

02

District Approved Training

August 4, 2026
Mandatory district wide training.

03

Campus Approved Training

August 3, 2026
August 5, 2026

Campus administrators are responsible for coordinating campus-based training in collaboration with the appropriate district departments. Documentation, course creation, and compliance expectations are outlined in Appendix B: Campus Compliance Checklist and must be followed to meet district and state requirements.

Department-Specific Training

Department-Specific Training

This section details role-specific training requirements, including statutory references, required hours, and completion frequency.

Note: An asterisk (*) denotes training recommended by the Continuing Education and Training Clearinghouse. All other training courses are required by federal law, state law (including TEC), Texas Administrative Code (TAC), and/or district policy.

Athletics / Fine Arts

Concussion Training
TEC §38.158

Required for concussion oversight team members and school nurses.

Due: August 7, 2026
Hours: 1

Annually

***Extracurricular Athletic Activity**
TEC §33.202; 19 TAC §76.1003

For coaches, trainers, and sponsors. Covers emergency plans, 9-1-1 communication, and injury symptoms.

Due: August 7, 2026
Hours: 1

Annually

Illegal Steroid Use
TEC §33.091

Mandatory for athletic coaches in extracurricular activities.

Due: August 7, 2026
Hours: 1

Annually

CPR & First Aid Certification
TEC §22.902

For sponsors, band directors, and athletic staff.

Due: August 7, 2026
Hours: 1

Annually (initial certification)
Every 2 years (recertification)

***Marching Band Safety Training**
TAC §76.1003

Safety training for marching band directors.

Due: August 7, 2026
Hours: 1

Annually

Bilingual ESL / Title III

Sheltered Instruction Core Initial Training
TAC §89.1201

For new teachers or those without prior completion. Provides 12-hour core training and lifetime credit.

Due: Spring / Fall
Hours: 12

Once (Lifetime Credit)

Sheltered Instruction Refresher
TAC §89.1201

For teachers who completed core training. Focuses on Emergent Bilingual student needs.

Due: October 16, 2026
Hours: 3

Annually

Language Proficiency Assessment Committee
TEC §29.063(a); 19 TAC §89.1220(a)–(f)

Required for LPAC members. Includes updates from TEA on LPAC procedures.

Due: Fall / Spring
Hours: 3

Annually

Teacher Certification Preparation Trainings
TAC §89.1207

For teachers without Bilingual or ESL certification, teaching Emergent Bilingual students.

Due: Fall / Spring
Hours: 6

As Needed

Curriculum, Instruction & Accountability

AP Institute
TAC §74.29

Required for AP teachers before assignment.

Due: Dates Vary

Every 3 years

Assessment Instrument Administration
TEC §39.304; 19 TAC §101.3031

Mandatory for anyone administering assessments.

Due: Dates Vary
Hours: 1

Annually

Gifted/Talented Foundational Training
19 TAC §89.2(1)

For G/T program teachers. Covers curriculum, student needs, and assessments.

Due: Dates Vary
Hours: 30

Once (Lifetime Credit)

Gifted/Talented Annual Update
19 TAC §89.2(2)

Required annually for G/T program teachers. Covers state standards for G/T education.

Due: Dates Vary
Hours: 6

Annually

G/T Training for Administrators
TAC §89.2(3)

Covers student needs and program options.

Due: Dates Vary
Hours: 6

Once (Lifetime Credit)

Curriculum, Instruction & Accountability

G/T Training for Counselors TAC §89.2(3) For counselors overseeing G/T programs. Includes SEL, student needs, and program options.	Due: Dates Vary Hours: 6 **Once (Lifetime Credit)**
TELPAS Administration TEC §21.4571 For staff administering TELPAS. Training provided by campuses.	Due: Dates Vary Hours: 1 **Annually**

Computer Services & Instructional Technology

Cybersecurity Awareness Training
Tex. Gov't Code §2054.5191

Due: September 18, 2026
Hours: 1

Required for all employees.

Annually

Finance

Investment Training
Tex. Gov't Code §2256.008

Due: As Assigned
Hours: 10

For CFOs and Investment Officers.

Frequency: Per statute/role requirement

Food & Nutrition

Civil Rights Training

Due: Dates Vary
Hours: 2

Training is mandatory for FNS staff and school personnel managing BIC and CACFP meals.

Annually

Guidance & Counseling

Dating Violence
TEC §37.0831; FFH(LOCAL); FFH(LEGAL); BQ(LEGAL)

Due: September 18, 2026
Hours: 1

Secondary Certified Staff Only

Annually

DFPS Reporting Suspected Abuse or Neglect
TEC §38.004; DMA(LEGAL)

Due: September 18, 2026
Hours: 1

Annual training for certified and classified personnel.

Annually

HB 3 Mental Health Training
TEC §22.904; 19 TAC §153.1015; DMA(LEGAL)

Due: September 18, 2026
Hours: 5

Any school district employees who regularly interact with students.

Once (Lifetime Credit)

Threat Assessment Team Member Training
TEC §37.115; FFB(LOCAL)

Due: September 18, 2026
Hours: 7

School Behavioral Threat Assessment and Safe and Supportive School Team members. Online course via Texas School Safety Center.

Annually

***Suicide Prevention and Conflict Resolution**
TEC §21.451(d); DMA(LEGAL); FFB(LOCAL)

Due: September 18, 2026
Hours: 1

Required for certified and classified personnel.

Annually

Guidance & Counseling

***Sexual Abuse and Trafficking Training** TEC §38.0041(c)–(f); 19 TAC §61.1051(c)–(d); DMA(LEGAL) Required for certified and classified personnel.	Due: September 18, 2026 Hours: 1 **Annually**
Campus Behavioral Threat Assessment Team Duties & Responsibilities- Reporting Harm to Others and Self TEC §38.351; FFB(LOCAL) Face-to-face training with materials provided by campus administrators.	Due: September 18, 2026 Hours: 1 **Annually**
***Trauma Informed Care** TEC §38.036; DMA(LEGAL); FFBA(LEGAL); FFBA(LOCAL) Required for certified and classified personnel.	Due: September 18, 2026 Hours: 2 **Annually**

Health Services

***Administration of Epinephrine Auto-Injectors and Food Allergy DSHS**
TEC §38.210; TEC §38.0151
Required for all school personnel, including volunteers.

Due: September 11, 2026
Hours: 1

Annually

Automated External Defibrillator (AED)
TEC §22.902(a)–(c); TEC §21.4515; Tex. Health & Safety Code §779.001
Mandatory for nurses, health aides, extracurricular sponsors, athletic staff, band directors, and volunteers.

Due: September 11, 2026
Hours: 1

Biennially

Bleeding Control Stations
TEC §38.030(b)(3)

Required for all school personnel, including district peace officers.

Due: September 11, 2026
Hours: 1

Annually

Bloodborne Pathogens
Tex. Health & Safety Code §§81.301–81.307; 25 TAC §§96.101–96.401

Required for all school personnel.

Due: September 11, 2026
Hours: 1

Annually

Diabetes
Tex. Health & Safety Code §168.005

Required for unlicensed diabetes care assistants. Training is coordinated by the school nurse if assigned.

Due: September 11, 2026
Hours: 1

Annually

Health Services

Seizure Disorders
TEC §38.033

Due: September 11, 2026
Hours: 1

Mandatory for school nurses, health aides, and staff with student contact.

Annually
Complete before first class.

Human Resources

T-TESS/GSPD/SLO
TEC §21.351; 19 TAC §150.1005; DNA(LOCAL)

Required for all teachers. Training is scheduled before the first observation.

Due: Before 1st observation
Hours: 1
Annually

T-TESS/GSPD/SLO New Teachers to District
TEC §21.351; 19 TAC §150.1005; DNA(LOCAL)

Required for all new teachers and teachers new to the district. Training is scheduled before the first observation.

Due:
July 24, 2026
January 23, 2027
Hours: 3
Annually

Teacher Incentive Allotment
TAC §150.1012

Mandatory training for teachers and campus administrators.

Due: End of 1st semester
Hours: 1
Annually

Employee Standards of Conduct, Sexual Harassment and Social Media
20 U.S.C. §§1681–1688; 34 C.F.R. §106.30; 34 C.F.R. §106.45(b)
Required for all district employees.
New hires: Must complete during New Employee Orientation (NEO) to receive credit.
All other employees: Must complete by September 18, 2026.

Due:
NEO (New Hires): 7/23/26, 1/16/27
Returning Staff: 9/18/26
Annually

Mentor Training
The Texas Beginning Educator Support System (TxBESS) Mentor Training equips BISD mentors with the knowledge and skills needed to effectively support new teachers through their first years in the profession. Participants explore what mentoring is (and is not), examine common challenges faced by beginning educators, and learn strategies for providing differentiated support across developmental stages of teacher growth.
Required for assigned mentors of new teachers

Due: Fall | Spring
Hours: 6

Annually
Offered once per semester.

Human Resources

T-PESS Orientation
TAC §150.1025

For campus administrators. Covers the T-PESS rubric, timelines, and expectations. Recommended during BOY Administrator's Academy.

Due: During Leadership Academy
Hours: 3

Annually

SLO Redesign
19 TAC §150.1012; DNA(LEGAL)

Required for all teachers and campus appraisers.
Format: Asynchronous

Due: August 31, 2026
Hours: 6

Annually

Technology Training	Due: Anytime Hours: 6
Recommended: 6 hours of technology training (campus-based recommendation).	**Annually**

Police & Security

Emergency Operations Plan
Tex. Gov't Code §418.005; TEC §37.108(a)

Due: Determined by campus
Hours: 1

Annually

Pupil Services

Student Discipline
TEC §37.0181; TEC §37.002; DMA(LEGAL)

Mandatory for principals and administrators. Focus on managing student behavior in alternative settings.

Due: July 29, 2026
Hours: 3

Annually

***Student-on-Student Bullying and Harassment**
TEC §21.451(d)(3)(C); TEC §38.351; FFI(LEGAL); FDB(LEGAL); FF(LEGAL); FO(LOCAL); DMA(LEGAL); FOF(LEGAL)

Required for campus administrators. Covers prevention, identification, and reporting of bullying incidents.

Due: August 6, 2026
Hours: 3

Annually

Resolutions / 504 RTI

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);

Covers Section 504 procedures, early identification, and support for students with disabilities.

Due: September 30, 2026
Hours: 2

Annually

Special Education

Dyslexia
19 TAC §74.28(d)–(e); TEC §38.003

Due: Dates Vary
Hours: 1

Trained by Campus Dyslexia Teacher on updates for staff. Focus on screening and treatment for dyslexia.

Annually

Senate Bill 1196

Due: Dates Vary
Hours: 1

Required training provided during BOY staff development activities.

Annually

Continuing Professional Education in Special Education
DMA(LEGAL)

Due: Dates Vary
Hours: 12

Mandatory for special education and related staff. Topics include co-teaching, modifications, and behavior supports.

Annually

Crisis Prevention Intervention Training
TEC §37.0021(d); 19 TAC §89.1053(d); FOF(LEGAL)

Due: Dates Vary
Hours: Vary

The core team must include an administrator or designee. Staff using restraints in emergencies must complete training within 30 school days.

As Needed

Committee Members

Adrianna Lippa
Director, Special Education

Alonso Guerrero
Director, Health Services & Operations

Anna Gaucin
Chief of Police

Carlos Olvera
Director, Bilingual Education

Dr. Cynthia Castro-Rodriguez
Director, Professional Development, Library Media & Print Shop

Dr. Roni Rentfro
Director, Assessment/Research/Evaluation GT

Emiliano Camarillo
HR Coordinator

Gilbert Leal
Director, Athletics

Joaquina Cruz
Director, Food and Nutrition

Julie Salinas
Director, Section 504/RtI/Resolutions/Title IX

Lorena Martinez
Lead Teacher

Maricela Franco
Director, Human Resources

Michael Garcia
Director, Fine Arts

Randy Park
Director, Pupil Services

Sara Garza
Director, Guidance and Counseling

Todd Nichols
Director, Computer Services, Student Information Management Division

Appendix A
Online Compliance Checklist

All employees must register through the Professional Learning System using the course and section numbers listed below. Once registered, access the full course in Schoology.

Food and Nutrition	
Course # 17226 **Section # 24109**	
◯	FNS Civil Rights
Required For: FNS staff and school personnel managing BIC and CACFP meals.	
Due Date: Varies	

Technology Services	
Course # 17235 **Section # 24122**	
◯	Cybersecurity Awareness Training
Required For: All Employees	
Due Date: September 18, 2026	

Teacher Incentive Allotment	
Course # 17237 **Section # 24124**	
◯	TIA Module & Documentation Overview
Required For: Teachers Only	
Due Date: December 18, 2026	

TxSLO (Redesign)	
Course # 17495 **Section # 34899**	
◯	2026-2027 TxSLO (Redesign Training)
Required For: Campus Appraisers & Teachers	
Due Date: August 31, 2026	

Guidance & Counseling	
Course # 17227 **Section # 24110**	
◯	Suicide Prevention
◯	Reporting Suspected Child Abuse or Neglect
◯	Sexual Abuse, Sex Trafficking and Maltreatment
◯	Trauma-Informed Care
Required For: All Employees	
Due Date: September 18, 2026	

Health Services	
Course # 17233 **Section # 24120**	
◯	Seizure Disorders
◯	Epinephrine Auto Injectors & Food Allergy
◯	Bloodborne Pathogens
◯	Bleeding Control Stations
Required For: All Employees	
Due Date: September 11, 2026	

Dating Violence	
Course # 17236 **Section # 24123**	
◯	Dating Violence Awareness & Prevention
Required For: Secondary Certified Staff Only	
Due Date: September 18, 2026	

- Employees hired after the established due dates are required to complete these courses within six weeks of receiving access to the Professional Learning System.

Appendix B
Campus Compliance Checklist

Campuses are responsible for coordinating with the appropriate departments and creating course and section numbers using the titles listed below.

Safe & Supportive School Program Recognizing Need for Mental Health and Substance Abuse Intervention

Due: September 18, 2026

Notes:
- Campus creates course and sections #.

T-TESS/GSPD/SLO

Due: Within the first three weeks of the school year

Notes:
- 1-hour
- Must occur 3 weeks before observation

Employee Standards of Conduct, Sexual Harassment and Social Media

Due: September 18, 2026

Notes:
- Training by HR Department

Emergency Operations Plan

Due: Varies by campus

Notes:
- Training by Police and Security
- Campus must schedule with Police and Security

Section 504 of the Rehabilitation Act

Due: At the beginning of the school year

Notes:
- Training by Campus RtI/504 Coordinator

Senate Bill 1196

Due: At the beginning of the school year

Notes:
- A state requirement must be provided by campuses during the beginning of year district staff development activities.

Dyslexia

Due: Varies by campus

Notes:
- Training by campus Dyslexia Teacher annually.

The information in this manual, including dates and timelines, is subject to modification based on legislative sessions, board decisions, or changes in applicable laws and policies.