

Instructional and Professional Development

September 2021

Respectfully Submitted by Shanalyn Eckenrod

Hi! I am your go-to for any questions about new teachers, in-services, Act 48, clearances, mentor/buddy teacher program, tenure, and Instructional Level II Certification. I am going into my 17th year teaching in the district. I am a band director (but have taught elementary music and gifted support in the past). My home base is Northeast Middle School and I travel to Southwest Middle School. The best way for you to contact me is through email. You can use school email (eckenrods@readingsd.org) or personal email (seckenrod@comcast.net). Have a great year!

New Teacher Induction Program:

All teachers hired before August 9th were included in Induction Week. Induction is a program that must be completed by all teachers in order to apply for Instructional Level II Certification. Any teacher hired after August 9th will have programs to complete to equal Induction Week. More information on that process will be coming in next month's report.

Mentor Program/Buddy Program:

All new teachers will be assigned to a mentor. **All mentors must be tenured teachers.** For all mentor teachers, I suggest asking for a packet from Linda Pelker in Human Resources or making a copy of your mentee's packet. Due dates and other important program information is in the front of the packet.

The buddy program is for teachers who have already completed a mentor program, but are new to the district. **All buddy teachers must be tenured teachers.** I, again, suggest asking for a copy of the packet for the program information and due dates.

Clearances:

Reading School District requires updated clearances upon hire and then every five years after that. This change began in 2015. It is your responsibility to maintain your clearances and keep them up to date (within five years). If you have questions regarding this, you can contact Linda Pelker pelkerLL@readingsd.org. Mrs. Pelker sent emails to people who have clearances expiring in 2020 in November. It is suggested you scan your clearances and email them. Please refer to the RSD Handbook for more information.

Frontline Professional Growth:

Sign up for professional development sessions at least one day early on Frontline. If you are not signed up online, you will not receive the credits. Additionally, all courses must be marked completed in order to receive credit. Any issues with Frontline should be directed to Sheryl Clemens.

Act 48:

It is your responsibility to make sure that your Act 48 hours are up to date. You should periodically check your Act 48 hours using the following website:

<https://www.perms.ed.state.pa.us/screens/wfpublicaccess.aspx>

Level II Certification:

Employees are responsible for applying for their Level II certification before 6 years of service. Level II take a long time to process, so make sure you apply early! Visit the REA website for links to information about Level II certification. I can also assist you with any questions you may have.

In-Service and Act 80 Days:

Please let me know if you have any suggestions for professional development topics for future in-service days or if you have any instructional concerns.