



State of New Jersey
DEPARTMENT OF EDUCATION
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December 18, 2012

TO: Chief School Administrators
Charter School Lead Persons
School Principals
Nonpublic School Administrators
State Agency Education Directors
County Professional Development Board Chairs
Local Professional Development Committee Chairs
School Professional Development Committees

FROM: Peter Shulman, Assistant Commissioner/Chief Talent Officer *PS*
Division of Teacher and Leader Effectiveness

SUBJECT: 2013-14 School- and District-Level Professional Development Planning

The professional development planning process at the school and district levels for the 2013-14 school year will remain the same as it was for the 2012-13 school year. School Professional Development Committees and Local Professional Development Committees will review their current professional development plans and update them for the 2013-14 school year using their most recent educator and student data. Planning templates, guidance documents, and other resources continue to be available on the department's website at <http://www.state.nj.us/education/profdev/pd/teacher>. As in years past, the School Professional Development Committee must submit a narrative summary of their plan for inclusion in the district-level plan. **The district professional development plan should be completed by May 15, 2013. However, instead of submitting the district professional development plan to the County Professional Development Board for review the chief school administrator should hold the district plan,** pending action by the New Jersey State Board of Education and further guidance from the department to be issued in the coming months

This is a transition period for all levels of professional development planning and approval processes as a result of regulatory changes which are now at proposal level with the State Board and slated for adoption in May 2013. Based on recommendations issued from the Governor's Education Transformation Task Force in September 2012, the proposed regulations would provide more local control and accountability for the professional development system and alter the process for approval of district-level professional development plans.

We appreciate your understanding during this time of transition as the Department seeks to support high quality professional learning for all educators while reducing the regulatory burden on districts. If you have any questions about the professional development requirements, please email the Office of Professional Development at teachpd@doe.state.nj.us.

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c: Members, State Board of Education
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