



New Jersey Professional Development Requirements in Statute and Regulations

New Jersey core requirements for professional development (PD) planning and implementation are set forth in *N.J.A.C. 6A:9-15*. These regulations include a definition of professional development, the standards for professional learning, and specific requirements for individual, school, and district PD planning and implementation. However, in addition to the requirements contained in those regulations, mandatory PD requirements are specified in statute and regulation for particular groups of educators. The topical areas addressed by these additional regulations are listed below and linked to charts outlining additional details:

- a. [Reading disabilities](#)
- b. [Prevention: Suicide, Substance Abuse, Harassment, Intimidation, and Bullying](#)
- c. [School Safety, Security and Code of Student Conduct](#)
- d. [Health](#)
- e. [Interscholastic Activities](#)
- f. [Additional Professional Development Topics](#)

The charts below include the topic, citation, educators who should receive the PD, timeline, and additional information for each topic. The Department is now working with the State Committee on Professional Learning to review all State requirements. This chart will be reviewed annually and updated if necessary. Questions may be submitted by email to teachPD@doe.state.nj.us.

a. Reading Disabilities

Statutory / Regulatory Guidance	Statute / Regulation	Recipient(s) (As described in law)	Time	Additional Information
Instruction on screening, intervention, accommodation, and use of technology for students with reading disabilities, including dyslexia, for certain teaching staff members	N.J.S.A. 18A:6-131	<ul style="list-style-type: none"> • General Education Teachers employed in K-3 • Special Education and Basic Skills Teachers • English as a Second Language Teachers • Reading Specialists • Learning Disabilities Teacher Consultants • Speech-Language Specialists 	2 Hours Annually	http://decodingdyslexia.org/wp-content/uploads/2013/01/Reading-Disabilities-Task-Force-Final-report-2012.pdf



b. Prevention: Suicide, Substance Abuse, Harassment, Intimidation, and Bullying

Statutory / Regulatory Guidance	Statute / Regulation	Recipient(s) (As described in law)	Time	Additional Information
<p>Suicide Prevention: All teaching staff members must attend instruction in suicide prevention as part of an individual’s PD requirement. While this is not an annual requirement for all teaching staff members, the district must ensure that it is made available annually to those who have not completed the requirement (e.g., new staff, staff who were absent during the last session). The law specifically requires that instruction be provided by a licensed health care professional with training and experience in mental health issues. The training shall include information on the relationship between the risk of suicide and incidents of HIB.</p>	<p>N.J.S.A. 18A:6-112</p>	<p>Teaching Staff Members¹</p>	<p>2 Hours per 5 Years²</p>	<p>http://www.state.nj.us/education/archive/aps/info/suicidefaq.pdf</p>
<p>Harassment, Intimidation and Bullying: The district board of education is required to review the training needs of district staff for the effective implementation of the HIB policies, procedures, programs, and initiatives and to implement locally determined staff training programs. They must provide in-service training on the HIB policy including instruction on preventing bullying on the basis of the protected categories to full and part-time staff, volunteers who have significant contact with students, and persons contracted by the district to provide services to students.</p>	<p>N.J.S.A. 18A:37-17b and c., N.J.A.C. 6A:16-7.7</p>	<p>Public School Teachers; School Employees Volunteers with student contact; Contracted service providers</p>	<p>Training on District Policy: Annually; Training on prevention: 2 Hours per 5 Years</p>	<p>http://www.state.nj.us/education/students/safety/behavior/hib/</p>

¹ Similar to “school staff,” a member of the professional staff of any board of education who holds a valid and effective standard, provisional or emergency certificate, including teachers, administrators, school nurse, and school athletic trainer. N.J.S.A. 18A:1-1.

² The language of the statute stipulates the required number of hours “per professional development period.” The Department currently interprets this “professional development period” to be for five years, as this statute was passed prior to July 2013, when teachers were required to complete 100 hours of professional development every five years. Because the professional development cycle changed to a one-year cycle in July 2013, the Department recommends that, if not prescribed otherwise, teachers receive the required training in their first year of service and then at least every five years thereafter.



Statutory / Regulatory Guidance	Statute / Regulation	Recipient(s) (As described in law)	Time	Additional Information
Recognition of Substance Abuse: In-service training program instruction for the identification of symptoms and behavioral patterns; appropriate intervention strategies; and the prevention, early intervention, treatment, and rehabilitation of individuals who show symptoms of substance abuse. Annual updates ensure the most current information available on substance abuse and the district's comprehensive alcohol, tobacco, and other drug abuse program, policies, and procedures	N.J.S.A. 18A:40A-15, N.J.A.C. 6A:16-3.1(a)(4)	Public School Instructional Teachers	No Min. Req.; training must be reviewed/ updated annually	

c. School Safety, Security and Code of Student Conduct

Statutory / Regulatory Guidance	Statute / Regulation	Recipient(s) (As described in law)	Time	Additional Information
School Safety: In-service training program to enable employees to recognize and appropriately respond to safety and security concerns, including emergencies and crises, consistent with the district board of education's plans procedures and mechanisms for school safety and security.	N.J.A.C. 6A:16-5.1(d)	District Employees	Within 60 days of employment; Must be reviewed and updated annually	http://www.state.nj.us/education/educators/school_safety_man.pdf
Law Enforcement Operations: In-service training must be provided on policies and procedures established in the subchapter on law enforcement operations for substances, weapons and safety and the exchange of information regarding the practices of the education and law enforcement agencies.	N.J.A.C. 6A:16-6.2(b)12	School Staff	Not Specified	
Mandatory Gang Awareness Training for School Administrators: Attend an annual seminar developed by the Office of the Attorney General on the topic of gangs and gang activity.	N.J.S.A 52:17B-4.7	School Administrators	Annually	



Statutory / Regulatory Guidance	Statute / Regulation	Recipient(s) (As described in law)	Time	Additional Information
Code of Student Conduct: District boards of education provide all employees training on the code of student conduct, including training on the prevention, intervention, and remediation of student conduct in violation of the board of education’s code of student conduct.	N.J.A.C. 6A:16-7.1(a)4	District Employees	Annually	http://www.state.nj.us/education/code/proposed/title6a/chap16.pdf
Potentially Missing/Abused Children Reporting: Training on procedures for the early detection of missing, abused, or neglected children through notification of, reporting to, and cooperation with the appropriate law enforcement and child welfare authorities.	N.J.S.A. 18A:36-25, N.J.A.C. 6A:16-11	Employees; Volunteers; Interns	Annually	http://www.state.nj.us/education/genfo/fag/fag_missing.shtml
School Safety Teams: At least one PD opportunity in effective school climate improvement, practices, programs, or approaches.	N.J.S.A. 18A:37-21(b) & (d)	School Safety Team Members ³	N/A	http://www.state.nj.us/education/educators/school_safety_man.pdf
Electronic Violence and Vandalism Reporting System (EVVRS): The chief school administrator must provide for the annual training of staff to prepare them to fulfill the reporting of weapons possession, violence, vandalism, alcohol, and drug abuse.	N.J.S.A. 18A:17-46, N.J.A.C. 6A:16-5.3 (d)2	School Staff	Annually	http://homeroom.state.nj.us/EVVRS.htm

³ School safety team members consist of (1) the school principal or his/her designee (who should be a senior administrator), (2) a teacher, (3) an anti-bullying specialist (school guidance counselor or psychologist, or any school employee if the school does not employ any mental health professionals), (4) a parent of a current student, and (5) any other discretionary members. All members of the school safety team must be appointed directly by the principal and no parent appointee may participate in any meetings or discussions that may violate any student’s confidentiality.



d. Health

Statutory / Regulatory Guidance	Statute / Regulation	Recipient(s) (As described in law)	Time	Additional Information
Communicable Diseases: A medical inspector or nurse must lecture teachers concerning the methods employed to detect the first signs of communicable disease and the recognized measures for the promotion of health and the prevention of disease.	N.J.S.A. 18A:40-3, N.J.A.C. 6A:16-2.3(b)(xv),	Teachers	As Designated by the District	http://www.state.nj.us/education/code/current/title6a/chap16.pdf
Use of Nebulizer: Certified school nurses or other persons authorized to administer asthma medication are required to receive training airway management and on the use of nebulizers and inhalers consistent with nationally recognized standards.	N.J.S.A. 18A:40-12.8(a), N.J.A.C. 6A:16-2.3(b)2	School nurse	Not Specified	http://www.state.nj.us/education/code/current/title6a/chap16.pdf
Asthma: The Commissioner must assure that annual asthma education opportunities are made available for school physicians and all teaching staff. The NJ Pediatric and Adult Asthma Coalition produced education videos which support this requirement.	N.J.S.A. 18A:40-12.9	Medical Inspectors; School Physicians; Teaching Staff	Annually	http://www.state.nj.us/education/students/safety/health/
Diabetic Student Health Plan: Training by the school nurse in the care of students with diabetes.	N.J.S.A. 18A:40-12.13(d)	Appropriate Staff Members ⁴	N/A	http://www.state.nj.us/education/edsupport/diabetes/action.pdf
School Nurse Delegate for Glucagon: The school nurse or other qualified health care professional must train school district employees who volunteer to administer glucagon to a student with diabetes who is experiencing severe hypoglycemia.	N.J.S.A. 18A:40-12.14, N.J.A.C. 6A:16-2.3(b)3vii	Appropriate Staff Members ⁵	N/A	http://www.state.nj.us/education/edsupport/diabetes/action.pdf

⁴ Appropriate staff members consist of staff working with school-sponsored programs outside of the regular school day, as provided in the individualized health care plan and the individualized emergency health care plan.

⁵ Appropriate staff member consist of volunteers designated by the school's assigned nurse to administer glucagon when that nurse is not physically present.



Statutory / Regulatory Guidance	Statute / Regulation	Recipient(s) (As described in law)	Time	Additional Information
Training of Delegates for Epinephrine Administration: The certified school nurse in consultation with the board of education, or the chief school administrator of a nonpublic school, shall recruit and train volunteer designees who are determined acceptable candidates by the school nurse within each school building.	N.J.S.A. 18A:40-12.6(c), N.J.A.C. 6A:16-2.3vii(b)4	Appropriate Staff Members ⁶	N/A	http://www.state.nj.us/education/students/safety/health/services/epi.pdf
General Student Needs Recognition: Training in human growth and development; substance abuse and dependency; and human and intercultural relations; and formal inclusion into each endorsement holder's PD plan.	N.J.S.A. 18A:40-3.3(a), N.J.A.C.6A:9-13.3(d) and 13.4(d)	School Nurse Endorsement Holders	20 Hours (w/in first 3 years of employment, all topics must be covered)	http://www.state.nj.us/education/students/safety/health/nurse/#resources
Bloodborne Pathogens: Staff designated as at-risk of exposure under the district's Exposure Control Plan require training and schools must also identify students at risk of exposure due to occupational training programs and provide equivalent training.	N.J.S.A. 34:6A-25 et seq	School Staff	Annually	
Alcohol, Tobacco, and Other Drug Prevention and Intervention: District boards of education must ensure all education staff members receive in-service training in alcohol, tobacco, and other drug abuse prevention and intervention.	N.J.S.A. 18A:40A-3, 15, N.J.A.C. 6A:16-3.1(a)4	Educational staff members	Annually	
Career and Technical Education: Initial training on safety and health issues prior to working or participating in any career and technical education course or program.	N.J.A.C. 6A:19-6.4(d)8 See link for additional rules and citations	All new CTE teachers	Prior to beginning work	http://www.state.nj.us/education/schools/safeschools/

⁶ Appropriate staff members consist of volunteers designated by the school's nurse to administer epinephrine for anaphylaxis when that nurse is not physically present.



e. Interscholastic Athletics

Statutory / Regulatory Guidance	Statute / Regulation	Recipient(s) (As described in law)	Time	Additional Information
Interscholastic Athletic Head Injury Safety Training Program: School physicians, any person who coaches a public school district or nonpublic school interscholastic sport or cheerleading program, and an athletic trainer involved in a public or nonpublic school interscholastic sports program or cheerleading program are required to complete training in head injury prevention and management.	N.J.S.A. 18A:40-41.2	<ul style="list-style-type: none"> • School Physicians • Athletic Trainers • Coaches 	Annually	http://www.nj.gov/education/aps/cccs/chpe/concussions/policy.pdf
Cardiac Screening: Training and passage of cardiac screening module as promulgated by the Commissioner of Education.	N.J.S.A. 18A:40-41d(a) & (c)	<ul style="list-style-type: none"> • School Physicians • Advanced Nurses • Physician's Assistants 	N/A	
Athletic Screening: Training and passage of physical examination module as promulgated by the Commissioner of Education	N.J.S.A. 18A:40-41.7(a)	<ul style="list-style-type: none"> • School Physicians • Advanced Nurses • Physician's Assistants 	As designated by the district (for every update or amendment of policy)	

f. Additional Professional Development Topics

Statutory / Regulatory Guidance	Statute / Regulation	Recipient(s) (As described in law)	Time	Additional Information
Educator Evaluation: Training on the district's evaluation rubrics, policy, and procedures and any relevant educator practice instrument. Teachers new to the district require more thorough training.	N.J.S.A. 18A:6-123(b)(10), N.J.A.C. 6A:10-2.2(b)(1)	Teaching Staff Members	Annually	http://www.state.nj.us/education/AchieveNJ/



Statutory / Regulatory Guidance	Statute / Regulation	Recipient(s) (As described in law)	Time	Additional Information
<p>Educator Evaluation: Training on the teacher and principal practice instruments for any supervisor who will conduct observations for the purpose of evaluation of teachers, principals, assistant principals, or vice principals. Training must be provided before the observer conducts his or her first observation for the purpose of evaluation. Refresher training must be provided annually.</p>	<p>N.J.A.C. 6A:10-2.2(b)2,3</p>	<p>Supervisors who conduct observations of teachers, principals, assistant principals or vice-principals for the purpose of evaluation</p>	<p>Before conducting any observations; refreshed annually</p>	<p>http://www.nj.gov/education/AchieveNJ/resources/</p>
<p>Ethics, Law, Governance, Harassment, Intimidation, and Bullying: Active school leaders serving under a supervisor, principal or chief school administrator endorsement must receive training on school law, ethics, and governance and other statutory requirements related to student safety and well-being, including those related to harassment, intimidation and bullying.</p>	<p>N.J.S.A. 18A:26-8.2, N.J.A.C. 6A:9-15.8</p>	<p>Active school leaders serving on a permanent or interim basis whose positions require possession of the supervisor, principal or chief school administrator endorsement</p>	<p>Specific training needs of each school leader are to be reviewed annually</p>	<p>This requirement is met through the individual professional development planning process to ensure school leaders' knowledge of these topics remains up-to-date.</p>
<p>Bilingual Education Inservice Training: District boards of education must develop a plan for inservice training for bilingual, ESL, and mainstream teachers based on their needs, and include instructional strategies to help LEP students meet the CCCS and the WIDA English language development standards. All bilingual and ESL teachers must receive training in the use of the ESL curriculum.</p>	<p>N.J.A.C. 6A:15-1.8</p>	<p>Bilingual and ESL Teachers</p>	<p>Not Specified</p>	<p>Office of Title I's annual Bilingual/ESL Supervisors' Training helps districts fulfill this requirement.</p>
<p>Equity and Affirmative Action: District boards of education must provide training for all school personnel on a continuing basis to identify and resolve problems associated with the student achievement gap and other inequities arising from prejudice on the basis of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability or socioeconomic status.</p>	<p>N.J.A.C. 6A:7-1.6</p>	<p>Certified/Non- certified staff</p>	<p>Continuing Basis</p>	<p>http://www.state.nj.us/education/code/current/title6a/chap7.pdf</p>



Statutory / Regulatory Guidance	Statute / Regulation	Recipient(s) (As described in law)	Time	Additional Information
Integrated Pest Management (IPM): The IPM coordinator must train school staff involved with the implementation of the school's IPM Policy and Plan on the components pertaining to their school environment.	N.J.A.C. 7:30-13.2(c)	School staff involved with implementation of IPM plan	Not specified	
Integrated Pest Management: The school and the Integrated Pest Management coordinator are responsible for educating the school community about potential pest problems and methods used to manage them.	N.J.A.C. 7:30-13.2(c)	Teachers, staff, students and parents or guardians	Not specified	
Special Education Training: A district receiving IDEA assistance must identify in its special education plan the in-service training needs for professional and paraprofessional staff who provide special education, general education or related services; insure that the in-service training is integrated to the maximum extent possible with other professional development activities; and provide for joint training activities of parents and special education, related services and general education personnel.	N.J.A.C. 6A:14-1.2(b)14	Professional and paraprofessional staff who provide special education, general education or related services	In accordance with its approved special education plan	
Preschool Training: A district receiving Early Childhood Program Aid shall provide professional development and training specific to preschool education for all early childhood education administrators, teachers and teacher assistants.	N.J.A.C. 6A:13A-3.1(c)8	Early childhood education administrators, teachers and teacher assistants	In accordance with approved preschool education plan	
Teacher Mentor Training: Mentors working with novice provisional teachers as part of the district mentoring program must complete a comprehensive mentor training program with a curriculum that includes, at a minimum, training on the district's teaching evaluation rubric and practice instrument, Professional Standards for Teachers, Common Core State Standards, classroom observation skills, facilitating adult learning, and leading reflective conversations about teaching practice.	N.J.A.C. 6A:9-8.4(e)7	Mentor teachers assigned to work 1-1 with novice provisional teachers	Before serving as a mentor teacher	