



ADULT SCHOOL

Learning for Success

**Faculty and
Staff
Development
Plan
2021-22**



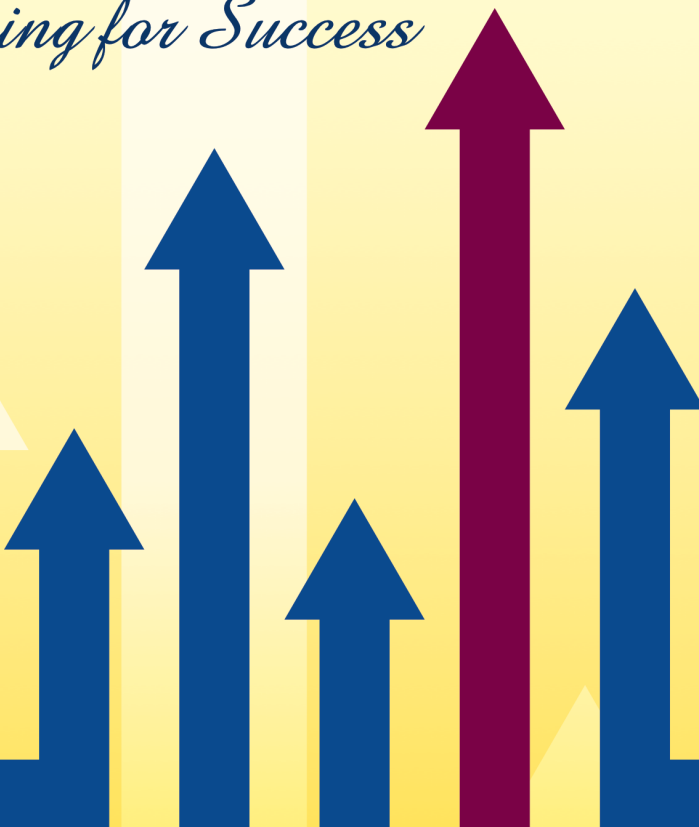
**Council on
Occupational Education**



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ABC Adult School

CUESTA MAIN CAMPUS

12254 Cuesta Drive, Cerritos, CA 90703

CABRILLO LANE BRANCH CAMPUS

20122 Cabrillo Lane, Cerritos, CA 90703

Faculty & Staff Development Plan

Revised Feb 2021

INTRODUCTION

The introduction of COVID restrictions has caused us to rethink our staff development plan. It is vital for our faculty and staff to be constantly updating their knowledge and stay on top of their fields of study. In person conferences were our main source of training in the past. This mentality will have to evolve.

ADMINISTRATORS

Administrators are required by the school district to attend at least 30 hours of training per year. Much of this training is provided through the district. Other training may be arranged and counted if it is pre-approved by a supervisor.

INSTRUCTORS

Just in time training will be provided by the school during Wednesday meetings as needed.

Teachers are required by the state to initiate and maintain professional relationships with local business members and professional organizations. Training opportunities, both formal and informal can be made available.

Because the training needs are so diverse, the school makes available Linked-in Learning accounts for teachers for specialized software and professional training on line.

The district Professional Development team provides professional development as well as assistance to faculty in the design of curriculum, learning activities, and assessments.

STAFF

The district offers specialized training for our classified staff. Linked-in learning accounts are also available for classified employees who need to brush up on their skills.

CONCLUSION

It is the responsibility of each faculty and staff member to keep up their skills and training. ABC Adult School encourages its employees to come to the administration with any training opportunity with which they would like to participate and we will do our best to make that training opportunity possible.