

**CRANFORD PUBLIC SCHOOLS
CRANFORD, NEW JERSEY**

ADMINISTRATIVE REGULATION

SPECIAL EDUCATION: INSERVICE TRAINING

The inservice training needs for professional and paraprofessional staff who provide special education, regular education, or related services are identified, and appropriate inservice training is provided. The Assistant Superintendent for Curriculum and Instruction and the Director of Special Services shall maintain information to demonstrate the Cranford Public Schools efforts to:

1. Prepare general and special education personnel with the content, knowledge, and collaborative skills needed to meet the needs of children with disabilities.
2. Enhance the ability of teachers and others to use strategies such as behavioral interventions, to address the conduct of students with disabilities that impedes the learning of students with disabilities and others.
3. Acquire and disseminate to teachers, administrators, school Board members, and related services personnel, significant knowledge derived from educational research and other sources and how the district will, if appropriate, adopt promising practices, materials, and technology.
4. Ensure that the inservice training is integrated to the maximum extent possible with other professional development activities.
5. Provide for joint training activities of parents and special education, related services, and general education personnel. (34 C.F.R. 300.380)

Procedures For Identifying And Meeting The Training Needs of Para-professionals, Professionals And Parents of Students With Disabilities

1. The Assistant Superintendent for Curriculum and Instruction and the Director of Special Services of the Cranford Public Schools will conduct a needs assessment biannually to identify the inservice training needs as part of district wide development activities.
2. Target populations will be identified by the needs assessment and will include, at a minimum, special education and regular education professionals, related services personnel, para-professionals, and parents.
3. Trainings will be conducted annually.

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programs
4. When appropriate, the Cranford Public Schools will identify, adopt, and disseminate promising practices, materials, and technology based upon:
 1. Collaborative work with institutions of higher learning or other entities that (on a preservice or inservice basis) prepare personnel who work with children with disabilities to support quality professional programs that meet identified state and local needs.
 2. Technical assistance and professional development programs provided through NJ DOE sources.
 3. Instruction strategies consistent with the district's goals including, but not limited to:
 - Teaching for understanding
 - Differentiated instruction
 - Problem-based learning
 - Infusion of technology into instructional practices
 - Alternative assessment
 5. The effectiveness of the training will be evaluated/assessed through district and/or commercially developed surveys/forms.
 6. Documentation of the needs assessment, training activities, and evaluation procedures will be maintained for three years after the activities are completed.

This Regulation placed in effect:
February 20, 2001
Reviewed, January 15, 2002
Dr. Lawrence S. Feinsod,
Superintendent of Schools

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