



Barbour County Schools

Professional Staff Development Calendar for 2023-2024

First Date of employment for ALL – Thursday, August 10th!

Date/Time	Facilitator	Location	Personnel
August 2 nd , Wednesday Time: TBD	Julie Bibey	BOE	Special Education Training for Special Education staff (stipends)
Date/Time	Facilitator	Location	Personnel
August 3 rd , Thursday 8:00 – 4:00	James Poling	PBHS – CTE Center	Welcome to Barbour County Schools - New Teaching Staff (stipends)
Date/Time	Facilitator	Location	Personnel
August 7-9 Wednesday - Friday 8:00 – 4:00	SREB, WVDE Presenters	PMS	Philippi Middle School (stipends)
Date/Time	Facilitator	Location	Personnel
Tuesday, August 8 th 9:00 – 4:00	Superintendent Vincent	BOE	Principal Training - All administrators Bring your laptops
Date/Time	Facilitator	Location	Personnel
August 10-11 Thursday and Friday 8:00 – 4:00	Capturing Kids' Hearts Trainers	BMS, PMS, KMS – LGI BES, PES, KES, JES – Auditorium PBHS – Art Room	All professional staff Capturing Kids' Hearts Training @ Philip Barbour High School <u>Change: all 5th grade staff will report to the LGI</u> <u>All staff will sign in and then report to your rooms no later than 8:00 a.m. – thank you!</u> <u>So much to learn, so little time!</u> <u>Keynote Speaker: Flip Flippen @ 10:00 in auditorium</u>

<p>August 10 All staff begin work at 8:00 a.m.</p> <p>August 11th</p>	<p>Mr. Neff</p> <p>Mr. Derico</p> <p>Mrs. Hovatter</p> <p>Mrs. Bibey</p> <p>Mrs. Hovatter</p> <p>Mr. Derico</p>	<p>BOE conference room</p> <p>PBHS</p> <p>PBHS</p> <p>Bus Garage</p> <p>PBHS</p>	<p>8:00, Secretary Training at BOE</p> <p>Cook Training at PBHS</p> <p>Bus Drivers work on Vector Training</p> <p>CPR/First Aid (9:00 – 3:00)</p> <p>Bus Driver Training at Bus Garage</p> <p>Cook Training at PBHS</p>
Date/Time	Facilitator	Location	Personnel
<p>Monday, August 14 8:00 a.m.</p> <p>After Opening Remarks</p>	<p>Superintendent Vincent</p> <p>Immediate Supervisors</p>	<p>PBHS – Auditorium</p> <p>Work Locations</p>	<p>Opening Session - all staff</p> <p>All Staff will report to Work Locations (Bus Drivers to AB College) for Employee Handbook Training:</p> <p>BCS Employee Handbook - need 3 signature sheets turned in to Mrs. Fleming</p> <ul style="list-style-type: none"> ○ Drug Free Workplace, Policy 1461 ○ Employee Conduct, Policy 4902 ○ Harassment, Bullying, and Intimidation Prohibition, Policy 4373 <ul style="list-style-type: none"> ○ Mandatory Reporting of Abuse, Policy 4373 ○ Staff Evaluation – Policy 5310 (Service and Professional) <p>Principal/Immediate Supervisor to turn in sheets to BOE (Mrs. Fleming) by Friday, August 18th (Employee Release and Authorization, Drug Free Workplace, and Employee Handbook Review Sheets)</p>
Date/Time	Facilitator	Location	Personnel

Tuesday, August 15			
8:00 – 2:00	Immediate Supervisor	Work Locations	<p>All staff</p> <p>CANVAS – Special Needs Students Mandatory Training (6 hours)</p> <p>8:00 a.m. SAT Coordinators and Special Education Meeting, Mrs. Bibey – 1st Floor LGI</p> <p>8:00 a.m. Title One Meeting – Library with Ms. Rhodes</p> <p>8:00 a.m. Bus Driver Meeting – 2nd Floor LGI</p>
2:00 – 4:00			Faculty Senate
Date/Time	Facilitator	Location	Personnel
Wednesday, August 16th	Building Admin	On Site	<p>All staff</p> <p>Planning/Prep Day</p>
Date/Time	Facilitator	Location	Personnel
October 9 th 8:00 – 2:00	Capturing Kids’ Hearts	PBHS – LGI	<p>5 selected staff members from each school – Process Champions of CKH</p>
	Building Supervisors	Work Locations	<p>All Other Staff</p> <p>Finish Vector Trainings</p> <p>4-hour Education & Prevention of the Sexual Abuse of Children (Body Safety Toolkit)</p> <p>Finish CANVAS Training (2 hour) – training due by end of day</p>
2:00 – 4:00			Faculty Senate Meetings
Date/Time	Facilitator	Location	Personnel
December 22nd	Building Admin	On Site	<p>All staff</p>
8:00 – 11:00			<p>Finish Vector Trainings (3 hours)</p> <p>Last day to complete assigned Vector Trainings</p>
2:00 – 4:00			Faculty Senate

Date/Time	Facilitator	Location	Personnel
February 16 th 8:00 – 2:00	Capturing Kids’ Hearts	PBHS – Auditorium	10 selected staff members from each school – RECHARGE for CKH
2:00 – 4:00	Building Supervisors	Work Locations	Training provided by Immediate Supervisors
			Faculty Senate
Date/Time	Facilitator	Location	Personnel
April 8th	Building Supervisors	On Site	All Staff
8:00 – 2:00			Summative Assessment Training Prep/Plan for Testing Week - WVGSA
2:00 – 4:00			Faculty Senate

Students must be trained on in August via Vector:

- ✓ Active Shooter
- ✓ First Aid
- ✓ Suicide Prevention (Middle and High School Students)
- ✓ Self Harm and Eating Disorders (Megan’s Law) (Middle and High School Students)
- ✓ Acceptable Use

For Elementary Teachers, Special Education Teachers, Reading Interventionists, Special Education Aides

- ✓ Dyslexia/Dyscalculia

Principals must train their LSIC annually on Policy 2322