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Superintendent of Schools



## Information

November 10, 2008

TO: Central Staff  
FROM: Kimberly D. Olson, Chief Human Development Officer *KDO*  
SUBJECT: 2008-2009 Central Staff Development Requirements

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The Dallas ISD is committed to becoming a leader in urban education and student achievement. Toward this aim, continuous professional growth and development on the part of our staff is essential in achieving our purpose to educate and graduate students ready for college.

During 2008-2009, Dallas ISD central staff will be required to complete two (2) hours of Ethics Initiative Update training, which will be scheduled for each department by the Office of Professional Responsibility. Although a specific number of additional hours will not be required, employees are expected to demonstrate evidence of continuous growth and development by participating in learning experiences that meet their professional needs.

Organizational leadership will determine professional development priorities for each division. Staff members will be responsible for identifying relevant training opportunities that match these priorities. Employees are expected to maintain training certificates and other personal documentation of successful completion of professional development.

Please note that Professional Development Module Forms for internal credit and Credit Verification Forms for external credit will not be submitted and Oracle employee training histories will not be updated. Rather, central staff employees will be evaluated during the 3R Appraisal process under the Third Performance Area: *Core and Work-Specific Competencies*, which measures the overall commitment to continuous improvement through staff development and the level to which employees incorporate training in the execution of assignments. For questions or comments, please contact Raul Trevino at (972) 925-6756.

As we continue along the Road to Broad and beyond, a key feature of our commitment to excellence is the continuous development of our professional skills. The Dallas ISD, a continuous learning organization, encourages growth and development for each employee that results in increased learning opportunities for all students.

cc: Donald R. Smith