Required PROFESSIONAL DEVELOPMENT for Employees "New" to the Position

Department	Guidance and Counseling	Submitted By	Director	Year Submitted	2011-2012
Audience	**First Year Secondary Counselors**				

Foundational Level (Year 1)

Month	August	**Duration of Training**
Title	Counseling Program Overview	**3 hours**
Presenter	Guidance and Counseling Director	**ERO Required**
Month	September	**Duration of Training**
Title	Management Information System Overview	**6 hours**
Presenters	Guidance and Counseling Director Designated District Level MIS Users	**ERO Required**
Month	April	**Duration of Training**
Title	Gifted and Talented Overview	**6 hours**
Presenter	Gifted and Talented/Advanced Academies Director	**ERO Required**