

Overview of the Process: Individual Professional Development Plan

The overall aim of the self-directed inquiry is for teachers to engage in new learning, to take on an area that may require them to enhance their expertise:

"It is essential to recognize that these goals are goals for the *teacher's* learning..."

- Charlotte Danielson, *The Handbook for Enhancing Professional Practice: Using the Framework for Teaching In Your School*

Timeline for the Process

Initial reflection: Self-assessment of your performance and skills using the PCS Framework for Teaching—highlight the descriptors that best describe your performance and skills for every component in every domain.

Initial goal-setting: Using your self-assessment as a guide, develop 1-3 goals for this academic year. Complete an Individual Professional Development Plan goal-setting sheet, including activities, a timeline, and resources *for each goal*.

Professional Development Team: Based on your specific goals, choose a team of 1-4 individuals to support you as your professional development team members for this academic year. These team members may include, but are not limited to, your department/grade-level colleagues, teachers at other sites, and/or your administrator.

Spring (March/April/May)

- Reflect on your progress, filling out a separate sheet for each goal. Meet with your professional development team to discuss your progress and next steps. Collect evidence of your progress.
- Return to the PCS Framework for Teaching and highlight your performance and skills on all components.
- Write a draft of your goals for the next school year.

Fall (August/September/October)

- Meet with your professional development team to discuss your draft goals and decide if you would like to revise or add to these goals.
- You may adjust who is on your professional development team to best support your growth in achieving your goal(s).
- Turn in your final Individual Professional Development Plan (with a separate sheet for each goal) by 45 days after the start of your school year.

Individual Professional Development Plan

Date:

Teacher:

School:

Grade Level(s)

Subject(s)

Based on your self-assessment using the PCS Framework for Teaching, your administrator's / professional development team's input, and any school or district initiatives, what goal have you identified? What is an area of knowledge or skill that you would like to strengthen?

This goal connects to the following Domain and Component(s) from the PCS Framework for Teaching:

Describe the connection between this goal and your teaching assignment.

What would success on this goal look like? How will you know when you have achieved it? What would count as evidence of success?

Describe the activities you will do to work toward your goal, and their time lines.

Activity / Time Line

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What resources will you need to better achieve your goal?

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Your professional development team members:

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Reflection on the Individual Professional Development Plan

Teacher:

Date:

Goal:

Domain/Component(s):

Write a separate reflection for each goal you have pursued this year. Each reflection should be no more than five paragraphs.

It is intended to provide insights into your work during this year.

1. To what extent did you achieve your goal?
2. Did you find it necessary to modify your goal of your professional development plan as you learned more?
3. Which of the activities on your professional development plan did you find most useful? Did you do some activities that you had not initially planned? If so, what were they?
4. In what ways were your colleagues and/or your professional development team helpful to you in working toward your goal?
5. Do you intend to continue working on this goal next year? Why or why not?