

Professional Development Plan Form

Exira-Elk Horn-Kimballton Community School District Professional Development Plan

This plan is due to your principal/evaluator by the first Wednesday in September:

**All teachers must meet with their principal/evaluator and review this plan on or before the first Monday in November.*

Yellow Boxed spaces are in Microsoft word. Just insert text and box will expand to fit size of text.

Teacher Name(s)			
Building			
Date Submitted			
School Year		Target Completion Date	
<p>Student Data Guiding Question: What student assessment data (related to the district content and standards/school improvement plans) was analyzed in order to design this plan? My Student Data: My plan is based upon an analysis of student assessment data/artifacts, student skill status, research on instruction, and my needs. This analysis indicates:</p>			
•			
<p>Goal Guiding Question: What specific student knowledge/skill will be increased? My Goal: I will increase my students':</p>			
•			
<p>Action Plan Guiding Questions: What subject/topics will this plan focus on? What district goals, Iowa Teaching Standards will be addressed? What professional learning processes will be used to increase your instructional skill and knowledge level? My Action Plan: To achieve my goal, my learning will focus on the following subjects/topics, district goals, and professional learning processes:</p>			
•			
<i>Check the Iowa Teaching Standards that are addressed in this plan:</i>			
	1. Enhance Student Achievement		5. Monitoring Student Learning
	2. Content Knowledge		6. Classroom Management
	3. Planning and Preparation		7. Professional Growth
	4. Instructional Strategies		8. Professional Responsibilities
<p>Strategies, Activities, and Periodic Assessments Guiding Questions: What instructional strategies and activities will be used to increase student achievement? What assessments will be used to measure student growth and knowledge retention? My Strategies, Activities, and Periodic Assessments: To increase student achievement, I will use the following instructional strategies, activities and periodic assessments:</p>			
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<p>Resources Requested: Request educational resources which you think will help you attain your goal:</p>			
Teacher Signature		Principal/Evaluator Signature	
Date		Date	

Exira-Elk Horn-Kimballton Community School District Professional Development Plan Mid-Year Reflection and Update

This report is due to your principal/evaluator by the second Wednesday in January.

Teacher Name(s)	
Building	Exira-EHK
Date Submitted	

What progress have you made toward completion of the plan?
•
What are you learning?
•
What impact is this learning having on you and your students?
•
Explain any revisions needed.
Are you requesting any additional resources?
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Teacher Signature		Principal/Evaluator Signature	
Date		Date	

Exira-Elk Horn-Kimballton Community School District Professional Development Plan End of Year Report

This report is due to your principal/evaluator on or before the final work day of the school year.

Teacher Name(s)	
Building	
Date Submitted	

What do the results, outcomes and/or products of this plan indicate relating to student learning concerns/goals?
•
Teacher comments, reflections and future considerations on what has been learned as a result of this plan:
•
Administrator comments and reflections:
What might be the focus of your next career development plan? How, if at all, will your next career development plan relate to your current plan?
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Teacher Signature		Principal/Evaluator Signature	
Date		Date	

