



Professional Development Plan

Office of Human Resources and Development
Rockville, Maryland
MONTGOMERY COUNTY PUBLIC SCHOOLS

MCPS Form 425-35
January 2012
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INSTRUCTIONS: To be completed by the teacher

Name _____ Date _____

Position _____ School _____

Length of Professional Growth Cycle (*check one*) 3 year 4 year 5 year

Duration of Plan from ____/____/____ to ____/____/____ Year in Cycle _____

1. What is my desired outcome for professional growth?

2. How does the outcome relate to MCPS goals and my school's goals (School Improvement Plan)?

3. What data sources did I use to establish my outcome? What data will I use to assess achievement of my outcome?

4. Which of the professional development options/strategies/techniques listed below will I use?

Collaborative Options

- Peer Reflective Conversations
- Committee or Task Force Participation
- Delivery of Workshops/Courses
- Development of Instructional Materials
- Study Groups
- Action Research
- Networking Group
- New Curriculum Development
- Participation in Teacher Exchange Program
- Team Teaching
- Team Planning
- Audio/Video Tape Analysis
- Professional Visits (to visit another teacher)
- *Peer Visits with Reflection** *(being observed twice by a peer at your request)*
- Other (be specific) _____

Independent Options

- Audio/Videotape Analysis
- Delivery of Workshops/Courses
- Development of Instructional Materials
- Action Research
- Professional Visits (to visit programs)
- Review of Professional Literature
- Training
 - school-based workshop
 - out-of-school workshop
 - conference(s)

Please describe this (these) staff development activity (activities):

Writing of an analytic or reflective journal

Other (be specific) _____

**Required one year of each evaluation cycle.*

5. PDP Support Team (i.e., staff development teacher/IRT/RT/peers):

6. List anticipated/needed resources:

7. Devise a tentative timeline for the implementation of your plan with periodic benchmarks to judge your progress.

Signature _____ Date _____

Supported by Staff Development Teacher

Signature _____ Date _____

Approved by Principal/Administrator

Signature _____ Date _____

Progress Check Point Date ____/____/____

Professional Development Options

These are options for years of the professional growth cycle.

Peer Reflective Conversations

- Invite a peer to discuss and help you reflect on a specific aspect of your teaching.
- Choose a reference point for these conversations such as student work samples, videotape of a lesson, or peer visit information.

Peer Visit with Reflection

- Invite a peer to observe a specific aspect of your teaching, so that together you can reflect on the teaching and learning taking place.
- Participate in a planning conversation to identify the focus of the lesson.
- Participate in a reflective conversation to discuss ideas for improving teaching and learning.

Professional Visits

- Ask to observe a peer or a program.
- Participate in a planning conversation to identify the focus of the visit.
- Participate in a reflective conversation to discuss application ideas and clarify questions.

Action Research

- Study your own teaching/learning practices (as an individual or with a group) to make formal decisions on ways to improve instruction.
- Engage in action research steps in the following sequential order: observe situation; identify and pose a question; collect data; analyze data; identify action steps and implement; document and discuss; summarize and share lesson learned, implications, or conclusions.

Study Group

- Meet with a small group of educators on a voluntary basis to study and experiment with topics of interest around your craft that will increase your professional repertoire for the benefit of students.

Audio/Videotaping

- Create a tape to collect data for analysis and/or reflection.
- Participate in a peer reflective conversation focused on the audio/videotape.

Delivery of Workshops/Courses

- Prepare, develop, and/or deliver courses or workshops.
- Provide a measurable educational impact for peers, parents, or others.

Develop Instructional Materials

- Create collections of thematically related materials and share with colleagues.

Journal Writing

- Reflect on or synthesize professional readings.
- Critique your own teaching or the teaching of a colleague.
- Record data from classroom observations; analyze trends.
- Write for a specific length of time or amount in response to a prompt, stem, or question.

Networking

- Participate in regular or frequent collegial dialogues and collaborative activities focused on school improvement.
- Work with practitioners from different schools.
- Conduct purposeful work focused on educational change.
- Engage in practitioner-driven school-based renewal.

New Curriculum Development

- Develop and pilot new curriculum and share with colleagues.

Participation in a Course

- Apply strategies learned in the course to current instructional practice and share with colleagues.

Teacher Exchange Program

- Teach in another school, district, or country and share insights with staff.

Team Teaching

- Plan, teach, and evaluate a unit collaboratively.
- Share responsibility for developing, presenting, and assessing a lesson.