Three-Year Professional Development Plan

Some sample items and guiding questions are included to help you complete your plan. Delete the questions as you develop each Professional Development Activity. Copy and paste additional tables as needed to complete your Three-Year Professional Development Plan.

<table>
<tr><th colspan="3">Topic #x: Sample Topic</th></tr>
<tr><td>Goal(s):</td><td colspan="2">• What are your short-term and/or long-term goals related to this topic?
• Do your goals align with school, state, and district goals?</td></tr>
<tr><td>Action #1:</td><td colspan="2">• What steps will you take to achieve your goal(s)?
• What type/delivery of professional development will be planned/implemented (job-embedded, workshop, online, professional learning community, group work, project-based, mentoring, coaching, video-guided, hands-in/experiential, guest/faculty presenter, classroom gallery walk, etc.)?</td></tr>
<tr><td rowspan="5"></td><td>Accountability:</td><td>• Who is responsible for this Action?</td></tr>
<tr><td>Timeline:</td><td>• When will the Action be initiated?
• When will the Action be completed?</td></tr>
<tr><td>Budget:</td><td>• What are the costs of this Action?
• What is the budget for this Action?</td></tr>
<tr><td>Resources Needed:</td><td>• What resources do you have that will help you plan and implement this activity (technology, materials, research/references, etc.)?
• What resources do you need?</td></tr>
<tr><td>Milestones:</td><td>• How will progress toward goals be measured?
• When (and how often) will progress toward goals be measured?
• Who is responsible for evaluating and documenting progress toward goals?
• How will assessment results be communicated to stakeholders?</td></tr>
<tr><td>Action #2:</td><td colspan="2"></td></tr>
<tr><td rowspan="4"></td><td>Accountability:</td><td></td></tr>
<tr><td>Timeline:</td><td></td></tr>
<tr><td>Budget:</td><td></td></tr>
<tr><td>Milestones:</td><td></td></tr>
</table>

Topic #1: **Balanced Assessment System**		
Goals:	• Have a written district assessment plan. • Use a balance of assessment methods and assessment item types in the classroom. • Administer some assessments online and integrate digital media. • Understand the characteristics of a balanced assessment system. • Understand the content and item specifications and incorporate that content into daily instructional practice.	
Action #1:	The ICS Leadership Cadre members will participate in Professional Development to understand the characteristics of a balanced assessment system and the content and item specifications of balanced assessment.	
	Accountability:	ICS Leadership Cadre
	Timeline:	July 2013
	Budget:	N/A
	Resources Needed:	• Discovery Education Professional Development Specialists • Computers
	Milestones:	1. Participants will apply their understanding of the characteristics of a balanced assessment system to begin to complete the District Comprehensive Balanced Assessment Plan. 2. Participants will implement strategies to support teachers as they incorporate updated content and item specifications into daily instructional practice.
Action #2:	Complete the District Comprehensive Balanced Assessment Plan.	
	Accountability:	ICS Leadership Cadre
	Timeline:	July-October 2013
	Budget:	N/A
	Resources Needed:	
	Milestones:	1. District Comprehensive Balanced Assessment Plan will be completed. The completed plan will support Action #3.
Action #3:	Identify areas of strength and areas in need of improvement/growth based on the completed plan.	

	Accountability:	
	Timeline:	
	Budget:	
	Resources Needed:	
	Milestones:	
Action #3:	Determine technology needs related to online assessments.	
	Accountability:	
	Timeline:	
	Budget:	
	Resources Needed:	
	Milestones:	
Action #4:	Determine next steps for Professional Development related to the balanced assessment system.	
	Accountability:	
	Timeline:	
	Budget:	
	Resources Needed:	
	Milestones:	

Topic #2: **Insert Topic**		
Goals:		
Action #1:		
	Accountability:	
	Timeline:	
	Budget:	
	Resources Needed:	
	Milestones:	
Action #2:		
	Accountability:	
	Timeline:	
	Budget:	
	Resources Needed:	
	Milestones:	
Action #3:		

	Accountability:	
	Timeline:	
	Budget:	
	Resources Needed:	
	Milestones:	
Action #3:		
	Accountability:	
	Timeline:	
	Budget:	
	Resources Needed:	
	Milestones:	
Action #4:		
	Accountability:	
	Timeline:	
	Budget:	
	Resources Needed:	
	Milestones:	

Topic #3: Insert Topic		
Goals:		
Action #1:		
	Accountability:	
	Timeline:	
	Budget:	
	Resources Needed:	
	Milestones:	
Action #2:		
	Accountability:	
	Timeline:	
	Budget:	
	Resources Needed:	
	Milestones:	
Action #3:		

	Accountability:	
	Timeline:	
	Budget:	
	Resources Needed:	
	Milestones:	
Action #3:		
	Accountability:	
	Timeline:	
	Budget:	
	Resources Needed:	
	Milestones:	
Action #4:		
	Accountability:	
	Timeline:	
	Budget:	
	Resources Needed:	
	Milestones:	