

Developing a School System PD Plan

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Introduction

Teachers are most effective when they have access to a **high-quality curriculum, ongoing professional development** that helps them use that curriculum effectively, and data from a limited number of **standards-aligned non-summative assessments** which measure how well students are meeting the outcomes of the high-quality curriculum.



This tool, a supplement to the [School System Planning Guide](#), is designed to help school systems create a strong plan for professional development (PD) during the school year. Strong professional development plans:

- Focus on what matters most
- Provide coherent, cohesive, ongoing professional development
- Leverage pre-existing structures, local educators, and vendors with proven track records of success

Steps to Creating Your PD Plan

Step 1: Identify Specific Issues with Curriculum Implementation¹

Step 2: Create an Intentional Sequence of Observations and Curriculum-Based PD

Step 3: Determine PD Structures and Providers

PD Planning Resources

- [2019-2020 School System Planning Guide](#)
- [School System Support Calendar](#)
- [Instructional Materials Reviews](#)
- [Curriculum Implementation Scale](#)
- [PD Vendor Guide](#)

¹ Note: If curriculum, PD, and assessment are overseen by different people within your school system, all should come together to engage in the process of creating the PD plan.

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PD Planning Template (complete 1 for each subject area)

Priority Focus Areas:

- Teachers need more support to understand the structure and expectations of the Tier 1 curriculum to implement it “as intended.”
- Teachers need to learn about and practice instructional practices that promote deeper student learning and improve the implementation of the curriculum.
- Teachers need to develop deeper content knowledge themselves so that they can improve the implementation of the curriculum.
- Teachers need strategies and tools to support diverse learners.

Timeline	Full PD Day(s)	Ongoing Classroom Support / Follow Up PD
	<ul style="list-style-type: none"> • Focus? • <u>Who will lead?</u> • Who will attend? 	<ul style="list-style-type: none"> • Focus? • Which teachers will be observed / what data will be collected to influence the focus? • Who will lead observations and ongoing PD? • Who will attend?
Spring 2019		
Summer 2019		
Fall 2019		
Winter 2020		
Spring 2020		

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PD Plan Checklist

	Criteria	Yes	No
PD plan focuses on curriculum	Do returning teachers, administrators, and other staff receive training and additional support focused on a high quality curriculum ?		
	Do teachers who are new to the system and/or new to the curriculum receive on-boarding and additional support focused on a high quality curriculum ?		
	Does your PD plan include training on curriculum-connected supports for persistently struggling students?		
PD plan provides coherent, cohesive PD	Does your PD plan include initial and ongoing support on the key priorities, leveraging structures built into the school schedule?		
	Do external and internal PD providers complement each other and provide a consistent message?		
	Are opportunities for everyone across the system – instructional supervisors, coaches, principals, etc. – to learn concurrently so each educator can reinforce the prioritized teacher learnings?		
PD plan leverages pre-existing structures and local educators and vendors with proven track records of success	Does your PD plan leverage Content Leaders?		
	Do external providers understand the priorities for the school year and are they prepared to focus on those priorities during training?		

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Research on Curriculum and Professional Development

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