

Whitley County School district

Instructions for Completing the Individual Professional Growth Plan

This plan is to be completed by the employee with assistance from the immediate supervisor.

1. Needs Assessment

The professional growth plan should align with the school's or district's improvement/consolidated plan and/or the local professional development plan goals and objectives. Determine the reason why or the identified need for developing the plan. Does your growth plan goal(s) align with one of the goals or objectives in the above mentioned plans?

2. Present Professional Development Stage

Select one of the following professional development stages which matches your personal stage of growth.

O = Orientation/Awareness

A = Preparation/Application

I = Implementation/Management

R = Refinement/Impact

3. Growth Objective(s)/Goal(s)

Identify the specific goal(s) or objective(s) you plan to develop. For example: to incorporate measurable performance-based assessment in school/district curriculum, or to utilize computer software/technologies for routine administrative functions. It is also appropriate to review your summative evaluation for any identified professional growth needs.

4. Procedures and Activities for Achieving Goal(s) and Objective(s)

List the specific activities you plan to do in order to meet your goal(s) and objective(s). For example: attending specific staff development workshops; participating in effective instructional leadership programs; soliciting input from a peer/colleague who has mastered the goal or objective; enrolling in a seminar; collaborating with other support personnel, etc.

5. Target Dates for Completion

Identify the date you plan to accomplish your goal/objective.