

## **MENOMINEE INDIAN SCHOOL DISTRICT**

537-Rule(2)

### **GUIDELINES FOR DEVELOPING YOUR ANNUAL PROFESSIONAL GROWTH PLAN**

The annual Professional Growth Plan is to include professional growth objectives, an action plan and timelines. The Professional Growth Plan is NOT part of the teachers and administrator performance appraisal system. Don't forget that the annual Professional Growth Plan is YOUR plan for educational excellence.

#### Professional Growth Objectives

Plan to direct and control your own Professional Growth Plan activities. Your professional growth objectives should be an area of professional growth that you are interested in pursuing.

Choose an area of professional growth that is achievable, realistic and related to your daily educational practices. Be specific in describing the educational objectives you set out in your Professional Growth Plan. The district requires each staff person to identify and choose at least one professional growth objective each year. It is realistic not to attempt more objectives that you can accomplish and do well.

Do not commit yourself to more than you can manage when you set your annual Professional Growth Plan objectives. Be careful to balance your workload and personal life circumstances, particularly if you are in your first year of teaching.

Areas of professional growth may include the following:

- expanding curriculum knowledge effectively
- implementing scientifically researched teaching strategies
- exploring a variety of researched based educational assessments
- using appropriate technology in instructional and administrative practices
- developing communications strategies for building parent and community relationships

### Rationale

Describe why you selected your learning objective. Be positive in describing what you hope to achieve, but don't list your weaknesses.

### Strategies

There are many ways to achieve professional growth. Select a practical strategy that fits within the school year timelines and available, such as:

- contribute to community and educational councils or other professional organizations
- explore published research
- read professional publications
- search computer data bases or the internet
- attend workshops, conferences, seminar
- develop and implement curriculum materials
- implement a new instructional or assessment strategy
- integrate technology into educational practices
- contribute to a professional publication
- share ideas and resources with other teachers and administrators
- observe exemplary practices
- conduct an action research project
- take an accredited course

### Timelines

Your Professional Growth Plan applies only to the current school year. It may take most of the school year to meet your chosen learning objective. When filling in your annual Professional Growth Plan, make June 1 the completion date for your strategy timeline.

### Sample Annual Professional Growth Plans

Following are two sample objectives, rationales and strategies to help you develop your annual Professional Growth Plan. These examples provide possible growth objectives in the area of curriculum and communications. There are many other areas for you to focus on, such as teaching practice, assessments, parent involvement and

technology in developing your Professional Growth Plan. Pick areas of professional growth that are achievable and relevant to your individual teaching circumstances. Remember that it is appropriate to pick only one objective and do it well.

Sample

Professional Growth Objective Curriculum	Rationale	Action Plan
To expand my knowledge of Early Literacy strategies for the grade 1 program.	This is my first year in grade 1 and I would like to expand my understanding of Early Literacy strategies appropriate for the early primary level.	Consult with colleagues to learn more about Early Literacy strategy. I will read available Resources on Early Literacy

Objective Communications	Rationale	Action Plan
To explore new ways to improve administrative communications between community and school.	To build a stronger bond of understanding and educational participation across all levels of the community at large.	Advisory Committee. Continue participation in Collaborative Council. Review latest data and research related to community involvement and communications.

APPROVED: October 20, 2003