

# PROFESSIONAL GROWTH PLAN

Intern \_\_\_\_\_ SSN \_\_\_\_\_

School \_\_\_\_\_ District \_\_\_\_\_

**My Strengths related to the New Teacher Standards:**

Blank space for writing strengths related to the New Teacher Standards.

**My Areas for Professional Growth: (Mark Priority Areas with an asterisk \*.)**

Blank space for writing areas for professional growth, with a note to mark priority areas with an asterisk.

## ACTION PLAN FOR PROFESSIONAL GROWTH

<b>Area for Growth:</b>	<b>Standard #</b> _____ <b>Date</b> _____
<b>I will take the following actions to address this Area for Growth:</b>	
<b>I will provide the following evidence of the impact of my actions in my portfolio and/or classroom:</b>	

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## **GUIDELINES FOR USING THE PROFESSIONAL GROWTH PLAN (PGP)**

### **Purpose of the PGP**

The PGP is designed to guide professional growth by documenting the intern's strengths and areas for professional growth and describing the specific actions the intern will take to address these growth areas.

### **Organization of the PGP**

On the front page of the PGP below the spaces for the intern's name, social security number, school and district are two sections which should be completed by the intern using feedback from committee members and insights gained from reflecting on his/her teaching effectiveness and student learning.

- **My strengths related to the New Teacher Standards.**

In this section, the intern should describe those aspects of his/her teaching performance, knowledge, and skills which the intern believes contribute to student learning and meeting the New Teacher Standards.

- **Areas for Professional Growth**

In this section, the intern should describe those aspects of his/her teaching performance, knowledge and skills which need to be addressed to improve or extend his/her teaching effectiveness and meet the New Teacher Standards. Priority Areas are those identified areas for growth which the intern believes interfere with teaching effectiveness and student learning and may jeopardize meeting one or more New Teacher Standards.

On the inside and back page of the PGP are Action Plans for Professional Growth. Each of these plans consists of three sections:

- **Area for Growth**

In this section the intern should enter a specific identified area for professional growth from the front page of the PGP. Each area for growth should be related to a specific New Teacher Standard and dated. (The intern first should develop Action Plans for Priority Areas for Growth.)

- **I will take the following actions to address this Area for Growth**

In this section the intern should describe what he/she will do to address the area for growth and identify the assistance needed to carry out these actions.

- **I will provide the following evidence of the impact of my actions in my portfolio and/or classroom.**

In this section, the intern should describe the portfolio and/or observation evidence which he/she will provide to indicate progress in implementing the action plan.

## **DEVELOPING THE PGP**

During the orientation meeting, the committee and intern will review the purpose and format of the PGP.

During the first observation cycle, the intern will use feedback from committee members and insights gained from reflecting on his/her teaching effectiveness and student learning to initiate PGP development. The intern will identify and then record on the PGP his/her strengths related to the New Teacher Standards and his/her areas for professional growth. Working with the resource teacher the intern will identify priority areas for growth and develop an Action Plan for Professional Growth for each identified priority area.

Before meeting with the intern at the second committee meeting, the committee will use their analytic scores and supporting evidence to discuss and then reach consensus on their perceptions of the intern's strengths and priority areas for growth. The committee will then review the intern's PGP.

The committee then meets with the intern to reconcile the strengths and priority areas for growth identified by the committee with those identified by the intern on his/her PGP to agree on the intern's professional growth activities for Cycle II and the assistance and documentation needed for the activities.

## **ACTION PLAN FOR PROFESSIONAL GROWTH**

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## **GUIDELINES FOR UPDATING THE PGP**

During the second observation cycle, the intern will use the feedback from committee members and insights gained from reflections on teaching effectiveness and student learning to update the PGP. The intern will identify and record on the PGP any new strengths related to the New Teacher Standards and any new areas for professional growth. Working with the resource teacher, the intern develops an Action Plan for Professional Growth for any new growth areas considered to be priority areas. The intern should be sure to provide portfolio documentation of the progress in addressing priority areas for growth identified in Cycle I.

Before meeting with the intern at the third committee meeting, the committee will use their analytic scores and supporting evidence to discuss and then reach consensus on their perceptions of any new intern strengths and/or priority areas for growth. The committee will also review the intern's PGP and progress in addressing priority areas for growth identified in Cycle I.

The committee meets with the intern to discuss progress in addressing areas for growth and reconcile any new strengths and new priority areas for growth identified by the committee with those identified by the intern on the PGP. The committee and intern will agree on the new/continued professional growth activities for Cycle III and the assistance and documentation needed for these activities.

### **PREPARING FOR CONTINUED PROFESSIONAL GROWTH**

During the third cycle of observations, the intern will compile his/her Summative Portfolio. As part of this process, the intern will continue to use committee feedback and personal insights to identify his/her strengths and areas for growth. The intern must be sure to document the progress made in addressing the priority areas for professional growth in the PGP, describe his/her strengths as a teacher identified during the internship and identify any area(s) for growth which need to be addressed during the remainder of the school year and/or the next school year.

The committee will review the intern's progress in addressing the priority areas for growth on the PGP to establish that satisfactory progress has been made in addressing these growth areas. In addition, the committee will work with the intern to identify areas for new/continued professional growth in the next school year.

### **IMPORTANT REMINDER**

The PGP is the primary source of documentation that shows that the intern has been afforded due process during the internship. Therefore, the PGP must:

- list all priority areas for professional growth as they relate to specific standards,
- identify any priority growth areas judged to be serious enough to jeopardize the satisfactory completion of the internship,
- clearly list specific actions the intern must take to demonstrate progress in identified priority growth areas,
- clearly state and document any assistance provided for the intern.