

**CARROLLTON EXEMPTED VILLAGE SCHOOL DISTRICT
Carrollton Professional Development Committee**

IPDP - BASIC INFORMATION

ADMINISTRATORS

Please complete the following:

Name _____ Date _____

District _____

Home Address _____

Phone Numbers - Home: _____ e-mail _____

Current Administrative Assignment

Title _____ Building _____

	License 1	License 2	License 3
▶ License Identification Number	_____	_____	_____
▶ Subject areas listed on this license	_____	_____	_____
▶ Effective date new license begins	_____	_____	_____

	Certificate 1	Certificate 2	Certificate 3
▶ Certificate Identification Number	_____	_____	_____
▶ Subject areas listed on this certificate	_____	_____	_____
▶ Effective date new license begins	_____	_____	_____

Please note: This completed and signed six page IPDP (Form #1 & Form #2) must be submitted to the CPDC at the same time you submit your completed license/certificate renewal packet.

Individual Professional Development Plan (Administrators)

Name _____

Date _____

Recently enacted higher performance expectations placed on public schools have brought with them a near mandate that **ALL** professional development for educators be aligned with goals and activities that increase student achievement. Competencies 1-6 and related activities are derived from the Interstate School Leaders Licensure Consortium (ISLLC) Standards focused on promoting student achievement. Competency 7 is now an option for administrators whose Professional Development Activities/Plans include helping other educators grow professionally.

To complete your Individual Professional Development Plan (IPDP), select:

- **Four** of the seven competencies listed below as your Professional Development Goals.

- Under **each goal**, select:

_____ **At least two** Professional Development Activities that appropriately describe the professional development activities you plan to participate in over the **next five years**.

Please note: You must earn 6 semester hours or 18 CEU's (or a combination thereof), distributed across the four competencies you have selected, to renew your license at the end of this five-year cycle.

Please Note: This completed and signed six-page IPDP (Forms #1 & #2 must be submitted to the CPDC at the same time as your renewal packet.

COMPETENCY 1: FACILITATING THE VISION

Goal: To promote the success of all students by facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community.

Activities: I will participate in college or university course work, CEU experiences, and/or Equivalent Other Activities (EOA) options that provide opportunities to increase my knowledge and skills so I may

- 1. develop and implement strategic plans.
- 2. implement systems theories.
- 3. model and practice effective data collection and analysis strategies.
- 4. model and practice effective communication.
- 5. model and implement consensus-building and negotiation skills.

Name _____

COMPETENCY 2: SCHOOL CULTURE AND INSTRUCTIONAL PROGRAM

Goal: To promote the success of all students by advocating, nurturing, and sustaining school culture and instructional programs conducive to student learning and staff professional growth.

Activities: I will participate in college or university course work, CEU experiences, and/or EOA options that provide opportunities to increase my knowledge and skills so I may

- 1. assist teachers in implementing learning theories and motivational theories.
- 2. lead my building/district in curriculum design and evaluation.
- 3. encourage and engage teachers in effective instruction, measurement, evaluation, and assessment.
- 4. understand and help teachers recognize diversity and its meaning for educational programs.
- 5. serve as a leader in adult learning and professional development.
- 6. understand, model, and facilitate the change process for systems, organizations, and individuals.
- 7. help teachers and students understand the role of technology in promoting student learning and professional growth.

COMPETENCY 3: MANAGING THE ORGANIZATION

Goal: To promote the success of all students by ensuring management of the organization, operations, and resources for a safe, efficient, and effective learning environment.

Activities: I will participate in college or university course work, CEU experiences, and/or EOA options that provide opportunities to increase my knowledge and skills so I may

- 1. understand and implement the principles of organizational development; theories and models of organizations.
- 2. promote and enhance operational procedures at the school and district level.
- 3. demonstrate knowledge and leadership in school safety and security.
- 4. provide effective leadership in human resources management and development.
- 5. understand and participate in fiscal operations of school management, including budget development and preparation.
- 6. collaborate with other school personnel in effective and efficient use of school facilities and space.
- 7. understand and provide leadership in legal issues impacting school operations and current technologies that support management functions.

Name _____

COMPETENCY 4: COLLABORATION AND COMMUNITY ENGAGEMENT

Goal: To promote the success of all students by facilitating and engaging in collaboration with families and community members.

Activities: I will participate in college or university course work, CEU experiences, and/or EOA options that provide opportunities to increase my knowledge and skills so I may

- 1. make sound decisions relating to issues and trends that impact schools.
- 2. demonstrate and understanding of the conditions and dynamics of the diverse school community.
- 3. work collaboratively with and utilize community resources.
- 4. develop and utilize public relations and marketing strategies and processes.
- 5. develop and implement successful models of partnerships.

COMPETENCY 5: ETHICS AND INTEGRITY

Goal: To provide the success of all students by acting with integrity, fairness, and in an ethical manner.

Activities: I will participate in college or university course work, CEU experiences, and/or EOA options that provide opportunities to increase my knowledge and skills so I may

- 1. recognize the purpose of education and the role of leadership in modern society.
- 2. implement ethical frameworks and perspectives on ethics.
- 3. recognize and build upon the values of the diverse school community.
- 4. practice professional codes of ethics.
- 5. consider and build upon the philosophy and history of education in making decisions.

Name _____

COMPETENCY 6 - UNDERSTANDING PUBLICS

Goal: To promote the success of all students by understanding, responding to, and influencing the larger political, social, economic, legal and cultural context.

Activities: I will participate in college or university course work, CEU experiences, and/or EOA options that provide opportunities to increase my knowledge and skills so I may

- 1. support principles of representative governance that undergird the system of American schools.
- 2. recognize and remain knowledgeable of the role of public education and the law as related to education and schooling.
- 3. remain knowledgeable of and utilize models of change and conflict resolution.
- 4. consider diversity, equity issues and global issues affecting teaching and learning.
- 5. understand and respond to educational issues through policy development.

COMPETENCY 7: PROFESSIONAL DEVELOPMENT

Goal: To increase knowledge and skills for facilitating and/or conducting professional development.

Activities: I will participate in college or university course work, CEU experiences, and/or EOA options that will increase my knowledge and skills so I may

- 1. provide PD training for other professional educators.
- 2. supervise/evaluate professional educators in the educational setting.
- 3. share higher level knowledge, skills, and/or techniques with other professional educators.
- 4. support acquiring additional instructional and/or PD resources through local, state, national sources. (Example: Grant writing)
- 5. consider and build upon the philosophy and history of education in making decisions.

Name _____

Assurances:

Your signature below assures the CPDC Committee you have developed a quality Professional Development Plan that is

1. related to increasing student achievement,
2. related to responsibilities in your job description,
3. customized to suit your individual professional needs,
4. aligned with your school and district goals,
5. fulfilled through the completion of 6 semester hours or 18 CEU's (or a combination thereof) of PD work distributed across the **4 competencies** selected for your IPDP.

I certify that the informational items and responses provided in this IPDP are true and accurate to the best of my knowledge.

Signature

Date

To be completed by CPDC only

_____ Approved as submitted

_____ Not approved; resubmit with revision(s) noted
below by: _____
date

Necessary revisions or comments:

