

**PERSONAL PROFESSIONAL DEVELOPMENT PLAN (PPDP) FORM C1
CERTIFICATED STAFF**

Board policy requires certificated staff to complete a PPDP annually that includes a minimum amount of professional development equivalent to 10 professional development units (PDU). The staff member in consultation with colleagues and the principal/supervisor develop the plan around one or more goal areas (instruction, classroom management, interpersonal skills, professional responsibilities) based on Unit/School Improvement Plan goals and individual staff needs and skills.

DIRECTIONS: Complete a PPDP Form for each goal area selected.* Use the PPDP Action Plan Worksheet (AP) to describe the professional development strategies/activities you will engage in to achieve your goal(s). Maintain evidence of completion/documentation of progress toward the goal in your PPDP file. Record the information on the PPDP Action Plan Worksheet (AP). File the PPDP Forms with the principal/supervisor.

* **New teachers involved in the new teacher mentoring program** are required to have a plan for each goal area (other certificated staff may identify one or more). **New teachers also forward a copy of PPDP by April 15** to Delester Young, 801 N. 11th Street.

Name _____ Position _____

Site _____ Years Experience in Position _____

GOAL AREA: check one goal area per form*

{ Instruction { Classroom Management { Interpersonal Skills { Professional Responsibilities

Unit/School Improvement Goal:

DESIRED OUTCOMES

Personal (area of self improvement in terms of knowledge/skills/performance, products, evidence of learning, use of skills acquired)

Student Impact (on learning/performance)