Creating A Professional Growth Plan

STEP 1: Choose a partner. For simplification during this pilot year, it has been suggested that you and your partner act as each other’s supervising colleague.

STEP 2: Discuss interests and/or needs and/or areas you would like to develop. This is the heart of the revised process. Take time to reflect on your current practice and discuss this with your partner.

STEP 3: Devise a Professional Growth Plan. Prioritize your goals based upon your discussions, changes in the curriculum, school goals, etc. Focus on three goals maximum. Use the template provided.

STEP 4: Maintain a portfolio of evidence. These items may be as simple as a workshop receipt or the notes you made during a discussion with a colleague with respect to a goal area. If you review any literature, photocopy the title page and include this along with any notes you took.

STEP 5: Give a copy of your Growth Plan to your partner and/or to your principal. Perhaps you should give one to your Pro-D rep as well so he/she can keep you informed of any appropriate workshops.

Then What?

• The purpose of the Professional Growth Program is to support the professional growth of teachers for the continuous development of instructional practices in order to enhance student learning in School District No. 48 (Howe Sound).

• Work towards achieving the goals outlined on your Professional Growth Plan.

• Keep in contact with your partner.

• It is recommended that you meet with your partner and/or principal at mid-year and end of year to review the progress made. If goals have not been achieved due to unforeseen circumstances beyond your control, carry the goals over for another year. The process is managed by the teacher.

• There are two choices in procedure once the Professional Growth Plan has been signed by the teacher with the principal and/or colleague.
  i) If the principal has been a signatory, then it is filed with the principal at the school as an official document of the teacher’s professional growth. It is the teacher’s choice whether this is filed in his/her personnel file at the district office.
  ii) If the principal has not been a signatory, the Professional Growth Plan is filed with the ProD chair of the HSTA.