

# PROFESSIONAL DEVELOPMENT

Provide a meaningful professional development program for all staff.

**SPECIFIC RESULT #1:** Create an online forum that connects teachers across the district to inspire, share and grow professionally.

#	Action Step	Assigned to:	Starting Date:	Due Date:	Date Completed:
1.	Research comparative districts to investigate potential platform to host online forum.				
2.	Meet with district technology department to ensure potential online forum is compatible with district technological resources.				
3.	Introduce concept of online forum to faculty at building/grade level meetings. (Show potential examples from comparative districts)				
4.	Solicit/identify faculty members to champion the cause (choose platform).				
5.	Create a survey to gather information about what should be included on the online forum. (e.g., guest blogger)				
6.	Assess the feasibility of survey feedback (with district technology specialist) to ensure suggestions are compatible with district technological resources.				
7.	Develop an online forum based upon survey feedback.				
8.	Pilot the online forum with champions (AKA- "Beta" testing)				
9.	Conduct a needs assessment of the online forum (e.g., # of views)				
10.	Re-launch the online forum to entire staff.				

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**SPECIFIC RESULT #2:** Institute Professional Learning Communities (PLCs) and other teacher-driven professional development opportunities that differentiate for the various needs and interests of all staff (K-12).

#	Action Step	Assigned to:	Starting Date:	Due Date:	Date Completed:
1.	Re-launch PD committee with faculty and staff representation from each school with renewed focus on investigating teacher driven PD taking place (or that has taken place in the past) in the district. The members of this committee will serve as liaisons to their school colleagues.				
2.	Create an online survey to determine the wants and needs of the staff in terms of PD.				
3.	PD reps will attend grade level, staff, or department meetings and discuss the purpose of the survey.				
4.	Time will be allocated during the meetings for administration of the survey.				
5.	Review survey results and make recommendations about a menu of both topics and formats of PD.				
6.	Offer this menu to staff for their PDPs- they should develop one district based PDP goal and one teacher initiated goal.				
7.	Organize authentic PLCs around the goals proposed. These could be across grades and schools or could be content area based.				
8.	Based on the PLCs formed, look at teacher schedules to determine chunks of time that can be allocated to PLCs. Also look at master schedule to determine possible modifications for next school year to allow PLC meeting time (single lunch period, etc.)				
9.	A Verona District Symposium will be organized to allow staff to share what they have learned.				
10.	At the end of the year, conduct a survey to review the impact of teacher driven professional development.				
11.	Repeat the process each year, making needed modifications/revisions.				

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**SPECIFIC RESULT #3:** Foster collaboration with local school districts and colleges/universities to meet the varied needs and interests of the staff.

#	Action Step	Assigned to:	Starting Date:	Due Date:	Date Completed:
1.	Examine current collaborations (e.g., North Essex Professional Development Consortium) and evaluate their effectiveness and impact via data analysis (e.g., number of participants at sessions, number of sessions led by Verona staff) and an online needs assessment survey for all staff members.				
2.	Analyze data collected to identify gaps and/or concerns shared by staff.				
3.	Contact local universities to determine possible collaborative opportunities (e.g., Montclair State University Network for Educational Renewal (MSUNER)).				
4.	Contact local school districts to discuss their interest in collaborating with Verona to meet professional development needs.				
5.	Review all information received from the colleges/universities and local school districts, as well as, review all data collected with respect to current collaborations (see action step one and two). Generate a list of potential PD opportunities (This will include proposed modifications made to current collaborations).				
6.	Present the list of potential opportunities to teachers to gauge teacher interest at staff meetings, grade level and department meetings.				
7.	Review feedback from teachers and make recommendation.				
8.	Determine which option(s), to pursue and disseminate information to staff.				
9.	Meet with teachers at staff meetings, grade level/department meeting at the end of the year to gather feedback from teachers.				
10.	Review teacher feedback and make recommendations to Admin. Team for future collaborations and/or modifications to current collaborations.				

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**SPECIFIC RESULT #4:** Integrate training for all state and locally mandated initiatives into the existing structure of district-wide professional development days, department and grade level meetings.

#	Action Step	Assigned to:	Starting Date:	Due Date:	Date Completed:
1.	Develop a comprehensive list of state mandates and local policies that warrant training.				
2.	Develop a timeline for phases of training.				
3.	Contact area school districts for possible collaboration (sharing costs) on training.				
4.	Develop a multi-year projection of budgeting needs to fulfill training requirements.				
5.	Develop a schedule utilizing district-wide professional development days, department and grade level meetings to ensure all staff is provided with necessary training.				
6.	At the end school year, re-evaluate and gain feedback from staff and refine schedule as necessary for following school years, making sure to incorporate training of current initiatives for new staff members as well as staff members returning from leaves of absence				

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**SPECIFIC RESULT #5:** Develop and implement a district-wide, comprehensive training program on all aspects of the New Teacher Evaluation model.

#	Action Step	Assigned to:	Starting Date:	Due Date:	Date Completed:
1.	Develop a common and thorough understanding of the purpose and expectations for the Admin. Team surrounding the implementation of the Marzano model and the creation of Student Growth Objectives (SGOs) through training and collaborative work sessions.				
2.	Develop a teacher evaluation handbook specific to the Verona school district to be distributed to all staff.				
3.	Create a multi-year budgetary outlook for the costs of effectively implementing the Marzano model and meeting all state requirements as per the new regulations.				
4.	Develop a comprehensive training schedule that incorporates PD for all staff in the Marzano model, teacher evaluation regulations, iObservation, and the development of Student Growth Objectives (SGOs).				
5.	Provide ongoing support of implementation of the model through collaborative discussions and work sessions via faculty, department and grade level meetings.				

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**SPECIFIC RESULT #6:** Foster a professional culture of data-informed decision making.

#	Action Step	Assigned to:	Starting Date:	Due Date:	Date Completed:
1.	Develop individual student e-portfolios on Genesis that contain all student performance data (e.g., NJASK, SGOs, SAT, HSPA).				
2.	Provide staff with training on how to access information via faculty, department or grade level meeting.				
3.	Provide staff with structured time to analyze student growth based upon the data.				
4.	Develop student learning goals/Student Growth Objectives (SGOs) based upon data analysis.				
5.	Modify curriculum and instruction to meet student learning needs.				
6.	Provide mid-year updates on progress toward goals based upon classroom assessments.				

Responsible: Shaded areas for management phase