

State Professional Development Planning Matrix

PD Component	Do you have it?		Do you want it?		I'd like to see some models.	
	Yes	No	Yes	No	Yes	No
Foundational:						
Professional Development Standards						
Practitioners Standards: State Staff						
Practitioner Standards: Program Manager						
Practitioner Standards: Teacher						
Practitioner Standards: Support Staff						
Structure:						
Somebody funded and responsible for directing the state PD system (agency/staff/vendor)						
Regional centers to coordinate and support PD						
Paid local PD coordinators						
PD Planning:						
Statewide needs assessment to determine PD needs						
Annual state PD plan						
State staff needs assessment to determine PD needs						
Individual state staff PD plans						
Local needs assessments to determine local PD needs for program improvement initiatives						
Local program PD plans						
Individual self assessments based on the teacher, program manager, and support staff standards to determine individual PD needs						
Individual professional development plans						
Annual data collection on teacher/program manager characteristics						
PD Participation and Fulfillment (what you expect participants to do to apply what they have learned):						
Participation and fulfillment guidance and expectations for teachers						
Participation and fulfillment guidance and expectations for local managers						
Participation and fulfillment guidance and expectations for support staff						

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Participation and fulfillment guidance and expectations for state staff						
Orientation of New Staff:						
For teachers						
For program managers						
For support staff						
For state staff						
PD Content Balance:						
Core PD on state-determined priorities that all practitioners need						
Responsive PD to meet practitioner needs derived from practitioner self assessments and other identified needs.						
Program improvement PD and activities for practitioners						
Access:						
Face-to-face workshops, conferences, etc.						
Online and/or CD/DVD PD courses						
Webcasts						
Blended (face-to-face and distance)						
Study circles						
Mentoring or Coaching						
Practitioner research						
Project-based learning:						
Other:						
Incentives for Participation in PD:						
Teacher Certification/Credentialing						
Program Manager Certification/Credentialing						
Paid/release time						
College tuition reimbursement						
Paid substitutes						

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Special recognitions						
Other:						
Other:						
Evaluation:						
On-going formative evaluation for gauging how well the PD system is reaching and serving practitioners						
Performance-based evaluation that shows evidence of achievement including application of learning and acquisition of new skills and knowledge						
Adult Learners:						
Mechanisms for ensuring that adult learners' voices are included in developing PD policies and providing PD to practitioners						
PD for current or former students who work in the field as tutors, assistants, etc.						
Communicating Expectations regarding the # of hours and/or types of training to be completed:						
Expectations as policy/requirements						
Expectations as part of the local program application						
Expectations as recommendations						