



Professional Learning Support Team Activity Record



School _____ Work Location # _____ Principal _____

PLST Team Members:

Name	Employee #	Did this PLST member attend the 2-day PLST training?

The Professional Learning Support Team (PLST) should support the development and implementation of a high quality school-site professional development plan that:

- *Promotes a school culture of professional growth and collective responsibility for student learning*
- *Enhances educators' professional growth and effectiveness*
- *Positively impacts student achievement*

Please complete this form to document the specified PLST activities:

1) **Conduct a comprehensive needs assessment** to determine professional development priorities and goals.

- **Check below all the data sources** that were used to determine PD needs of the school staff:

- ____ Needs Assessment Staff Survey
- ____ School Improvement Plan Goals
- ____ Student Performance Data
- ____ Staff IPEGS Performance Evaluation Results from 2012-2013
- ____ Individual Professional Development Plans (IPDP) of staff
- ____ Current District priorities
- ____ Other, please specify: _____

- List the **top four identified professional development needs in descending order:**

- 1.
- 2.
- 3.
- 4.

- 2) **Develop** a professional development plan to address the needs identified above. **Complete the chart below to describe the planned professional development activities** that will take place to meet each of the stated needs.

Describe the Professional Development Activity (i.e. PLC, Lesson Study, workshop, etc.)	Which PD need (list # from above) does this activity address?	Scheduled Date(s)

- 3) **Describe the principal’s level of participation** in the development of this plan:

- 4) **Describe the principal’s level of support** for the professional development plan:

Limited support Fully supportive: participating in implementation, providing necessary resources, etc.

Optional comments/explanation:

- 5) **Facilitate and support** collegial models of professional learning at your school-site. Briefly **describe below the plans for implementing PLCs** at your site.

