

SAMPLE – Professional Development Action Plan

Middle School	District	Date
PDAP Prepared by		Phone
School's Vision		
Leadership Team (Names & Stakeholder position) <i>Diane Harris - Principal; Jan Juarez - Parent, Mike Noon - Counselor; Joanna Cruz - Math Teacher & Seth Welch - Math Coach.</i>		

CONDITION(S) SELECTED/ AREA OF FOCUS	Strategies to Improve Adult Learning & Practice	Outcomes	How Measured?	Who's Involved/ By When?	California GEAR UP Funding Allocated to this Activity	Matching Funds
Rigorous Academic Curriculum <ul style="list-style-type: none"> Pre-Algebra Algebra 	Devise Pre-Algebra & Algebra Rubric based on state standards <ul style="list-style-type: none"> Post rubric in classrooms Examine student work Revise student work based on rubric 	<ul style="list-style-type: none"> Increase # of Pre-Algebra & Algebra courses Increase # of students taking these courses 	1. Documenting # of courses offered in class schedule in all tracks 2. Documenting # of students completing courses and not completing	Math Department Leadership, teachers, Math Coach, Administrator, Principal & Leadership Team: Diane Harris, Principal; Jan Juarez, Parent, Mike Noon, Counselor, Joanna Cruz, Math Teacher & Seth Welch, Math Coach. <ul style="list-style-type: none"> Developing rubrics for courses <i>March-June 2007</i> Increase course offerings <i>Sept. 2006</i> 	Stipends for release time and Saturday Planning <ul style="list-style-type: none"> 3 Saturdays/after school <p style="text-align: right;">\$2,000.00</p>	Professional Development days: <p style="text-align: right;">\$10,000.00</p> Math Coach: <p style="text-align: right;">\$20,000.00</p>
Family – Neighborhood School Support Instructional support for Pre-Algebra & Algebra	Math Department meeting with parents/families to communicate goals/rubric and how to assist at home: 1 mtg. per track = 4 times per year.	Target 70% of all parents per track per meeting	1. Sign-in sheets 2. Meeting Evaluations 3. Pre-Post Surveys	Math Department leadership, teachers, Math Coach, Administrator, Community Rep., Parent Council Officers/Reps. <i>May – June 2007</i>	Workshop leader stipends Teachers & Parents <p style="text-align: right;">\$2,100.00</p>	Physical Plant Manager – OT <p style="text-align: right;">\$400.00</p> Refreshments: <p style="text-align: right;">\$500.00</p>
Rigorous Academic Curriculum	GEAR UP Principal & Leadership Team Institutes	<ul style="list-style-type: none"> Complete SSAR Team Participation 	100 % of leadership team participation	Principal & Leadership Team: Diane Harris-Principal; Jan Juarez-Parent, Mike Noon-Counselor, Joanna Cruz-Math Teacher & Seth Welch-Math Coach. <i>October 2006</i>	Parent Stipend: <p style="text-align: right;">\$200.00</p>	

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Rigorous Academic Curriculum	GEAR UP Principal & Leadership Team Forums	Principal & Leadership Team will present at Faculty meeting and parent meeting. Both groups will implement learned strategy	<ol style="list-style-type: none"> 1. Document reporting at faculty and parent meeting. 2. Post surveys at faculty & parent meeting 3. Peer observations. 	Principal & Leadership Team: Diane Harris, Principal; Jan Juarez, Parent, Mike Noon, Counselor, Joanna Cruz, Math Teacher & Seth Welch, Math Coach. <i>February – April 2007</i>	Stipends for teachers/parent leaders for parent meeting: \$400.00	Lodging/Travel Expenses: \$700.00
Rigorous Academic Curriculum	GEAR UP Site based facilitation	Development of strategic plan	<ol style="list-style-type: none"> 1. Implementation of strategies 2. Number of participants 	Principal and Leadership Team <i>February 2007</i>		Stipends for teachers: \$2,000.00
Family/Neighborhood School Support	PIQE and FIP Workshops	Increase parents knowledge of college support	Increase use of California GEAR UP resources by parents	Parents, principal, and GEAR UP Site Contact <i>January 2007</i>		Refreshments and child care: \$1,000.00
Rigorous Academic Curriculum High Quality Teaching	CA League of MS Conference, Mathematics & Reading Conferences	Increase academic knowledge	Increase use of instructional resources	Mathematics Teacher and Language Arts Teachers <i>March 2007</i>		Registration/Travel Expenses: \$3,600.00
Rigorous Academic Curriculum	AVID & College Board Workshops	Increase academic knowledge	Increase use of instructional resources	Mathematics, Language Arts, and Social Studies Teachers <i>February 2007</i>	Teacher Stipends: \$1,500.00	Planning Time for Teachers: \$1,000.00
High Quality Teaching	Workshop on strategies to assist students who score at or below basic on the California Standards Test	Teachers will improve their skills. Improved scores on the California Standards Test	Less teacher turnover. Improved scores on the California Standards Test.	Mathematics Teachers and Language Arts Teachers <i>November 2006</i>	Teacher Stipends: \$400.00	
Rigorous Academic Curriculum	<ul style="list-style-type: none"> • Counselor(s) attend workshop • Teachers use college planning materials in class 	Teachers will do college planning in homeroom session/Language Arts classes	Pre-post surveys on student/family expectations on college	Counselor(s), Teachers and Administrators <i>February – July 2007</i>	Counselor Stipend: \$400.00	
SUB AGREEMENT TOTALS					\$7,000.00	\$39,200.00
OPTIONAL FACILITATION @ \$500.00 PER DAY PAID DIRECTLY TO FACILITATOR FOR EXPENSES BY CALIF. GEAR UP OFFICE					\$500.00	
					\$7,500.00	

Grand Total Cannot Exceed \$ 7,500

Principal's Signature _____

Date _____