

**Hancock County Local Professional Development Committee**  
**Individual Professional Development Plan Goals**

| <b>Goal #</b> | <b>Focus Area</b>           | <b>Sample Components/Descriptors</b>   |
|---------------|-----------------------------|--|
| 1             | Instructional Preparation   | <ul style="list-style-type: none"> <li>- become familiar with community resources</li> <li>- understand uses of technology in the classroom</li> <li>- develop interdisciplinary curriculum units</li> <li>- explore ways to develop students' thinking skills</li> <li>- enhance skills in specific content area</li> </ul>   |
| 2             | Diversity of Learners       | <ul style="list-style-type: none"> <li>- expand ways of working with special needs</li> <li>- acquire knowledge of cultures of students</li> <li>- recognize differences in students</li> <li>- meet needs of diverse population</li> </ul>  |
| 3             | Classroom Environment       | <ul style="list-style-type: none"> <li>- acquire strategies to improve learning environment</li> <li>- develop strategies to manage groups of people</li> <li>- apply ways of developing positive self concepts</li> <li>- learn ways to develop positive student behavior</li> <li>- organize physical space</li> </ul>   |
| 4             | Instructional Performance   | <ul style="list-style-type: none"> <li>- develop new instructional techniques</li> <li>- implement classroom inclusion techniques</li> <li>- develop effective communication with students</li> <li>- develop effective questioning techniques</li> <li>- engage students in learning</li> <li>- demonstrate feedback/responsiveness to students</li> </ul>  |
| 5             | Professional Responsibility | <ul style="list-style-type: none"> <li>- obtain skills in working with colleagues and staff</li> <li>- learn areas of professional responsibility</li> <li>- reflect with colleagues upon performance</li> <li>- communicate with families</li> <li>- contribute to school and district</li> <li>- understand professional ethics</li> </ul>   |
| 6             | Learning Theory             | <ul style="list-style-type: none"> <li>- understand educational theories</li> <li>- understand age appropriateness and developmental characteristics of students</li> </ul>  |
| 7             | Educational Leadership      | <ul style="list-style-type: none"> <li>- analyze district, state and federal policies</li> <li>- develop district or classroom based research</li> <li>- create awareness of future student needs</li> <li>- learn new administrative or managerial skills</li> <li>- investigate time management, block scheduling</li> <li>- analyze budgeting and accounting procedures</li> <li>- obtain fiscal management skills</li> </ul> |
| 8             | Student Assessment          | <ul style="list-style-type: none"> <li>- learn new ways to evaluate student performance</li> <li>- interpret student tests and evaluations</li> <li>- maintain accurate and relevant records</li> <li>- develop rubrics</li> </ul>   |

\*Select relevant goals from above and list on Individual Professional Development Plan Proposal, Section III (Front side).

\*Selection of these goals does not preclude you from selecting activities from other goal areas in meeting your 180 hour/18 CEU requirement, as long as the activities are relevant to your work assignment and district/building level goals.

**Submission Dates**

The Local Professional Development Committee will meet four times per year to review Individual Professional Development Plans. Educators can expect to receive notification of approval or rejection of submitted documents within thirty days.

Submission Deadlines

October 1  
 December 15  
 March 1  
 May 1

Notification Date

November 1  
 January 15  
 April 1  
 June 1