Required PD Documentation:
1. Maintain sign-in sheets, agendas, handouts, and notes
2. Provide renewal credit (when appropriate)
3. Teacher feedback on PD (surveys, questionnaires, etc.)
4. Documentation that shows information learned is being implemented correctly
5. Documentation that shows PD is impacting student achievement
6. Analyze effectiveness & decide the next steps to improve student achievement.

Title I Professional Development Allocation: $_____0_____

Ongoing Professional Development *Conferences, workshops, in-service, mentoring, planning, courses*	PARTICIPANTS	Why needed? *Tie to needs assessment & Goal/strategy from NCStar Plan pg. # & if applicable-* How will this help remove from improvement?	Funding Sources State or local Prof. Dev. Money, Title I, grants…	Cost	Timeline When & Effectiveness Check-points	Point Person	Evaluation/Follow-up State specifics ex: # 4 lesson plans, observation, work sample… #5 Progress Monitoring results in ORF, AR diagnostic Reports, tests, EOGs …
1. CANVAS	All staff	Platform used for all district curricula **A2.04 , B3.03, A4.01, A4.06, E1.06**	District	0	Summer Opening of school	District	Administration will be checking CANVAS course completion
2. Evaluation Training	All Staff	To ensure all staff have a clear understanding of the Evaluation process **A2.04 , B3.03 , A4.01 , A4.06, E1.06**	No funding needed	0	August	Principal	When each evaluation round is due, principal will be ensuring all staff follow compliance procedures
3. El curriculum	All homeroom teachers	To ensure staff have proper knowledge of new curriculum **A2.04 , B3.03**	No funding needed	0	August - May	Principal	The district provides all of this and will continue training through early release days

_____ Signature of Principal

_____Date