

# PD Alignment Template

Purpose: Define and align PD in the district and school plans.

Directions: For each level of the organization, answer each of the questions. Add or expand rows as necessary to include all district and school professional development contained in the plans. When finished, review the entire chart and respond to the summary questions. The DLT may wish to send the form to each building to complete and then consolidate the information on one form. Complete a separate form for each content area, i.e., reading, math.

PD Strategy/Actions (from district and school plans)

Strategy Indicator(s): \_\_\_\_\_

Organizational Level	Specific Content Based on Data	PD Outcomes	Expectations for Application	Process	Collaborative Structure	Timeframe	Evaluation	Resources
	What is the specific content focus from the plan's actions and/or tasks?	What are staff expected to know and be able to do, both short-term and long-term?	How is the PD linked to daily practice?	What is the set of connected and coherent tasks to accomplish the actions?	How will teams discuss and reflect on new learning and its application?	What flexible schedule/ calendar will be used to allow for professional learning in and out of the workday?	How will the PD use multiple evaluation measures and how well the results feed into the monitoring system? (Refer to Resource 31)	What resources are needed for this to occur, including internal and external expertise?
District								
School A								
School B								
School C								
School D								
<b>SUMMARY QUESTIONS</b>	<ul style="list-style-type: none"> <li>■ To what degree are the content and expected outlines aligned to achieve a common result?</li> <li>■ To what degree are the tasks and timelines logically sequenced to achieve the expected outcomes?</li> <li>■ To what degree will the experiences, when taken as a whole, improve student performance and change adult practice?</li> <li>■ Is there a cost-benefit to the overall plan - weighing the total expected costs against the total expected benefits?</li> <li>■ What is the relationship of the above PD to any other PD being offered at the district or building level?</li> </ul>							