

PROFESSIONAL DEVELOPMENT (PD) VALUE CHART

The following activities are District approved opportunities for certified staff members to earn continuing professional development units (CPDUs). All CPDU hours are subject to the discretion of District Administration.

APPROVED ACTIVITY	EVIDENCE OF COMPLETION	MAXIMUM PD HOURS
<p>Participation on site-based management, collaborative planning, and professional improvement teams and committees</p> <p>DEFINITION: The team or committee’s purpose is to help align the school and/or District to the approved strategic plan to increase student growth and achievement through both academic and social emotional impacts. In order to qualify as a PD approved team or committee, the team must:</p> <ul style="list-style-type: none"> • Be sanctioned or structured by the District • Meet outside of the teacher’s regularly expected duties. • Meet at least twice per semester (4 x for the year) 	<ul style="list-style-type: none"> • Administrator verification of attendance and participation (sign in sheet, minutes, created products, etc.) • Completion of Evaluation Form (77-21A) 	1 CPDU per hour of attendance
<p>Participation in team curriculum or assessment development at the school or District level</p> <p>DEFINITION Assisting in the planning, development, or refinement of curriculum, educational resources, and/or assessments, or in their alignment with applicable standards; the activity must be one <u>sanctioned or structured by the District</u></p>	<ul style="list-style-type: none"> • Administrator verification of attendance and participation (sign in sheet, minutes, created products, etc.) • Completion of ISBE Evaluation Form (77-21A) 	1 CPDU per hour of attendance
<p>Attendance at a District professional learning session</p> <p>DEFINITION: The purpose of a professional learning event is to increase student growth and achievement by expanding educator competency in the areas of academic and social-emotional growth and/or reviewing and revising systematic organization to structure a safe and healthy learning environment. The session must:</p> <ul style="list-style-type: none"> • Be exclusively devoted to educator improvement • Align directly to the Illinois Professional Teaching Standards 	<ul style="list-style-type: none"> • Administrator verification of attendance and participation (sign in sheet, minutes, created products, etc.) • Completion of ISBE Evaluation Form (77-21A) 	1 CPDU per hour of attendance



REED-CUSTER

EXCELLENCE IN K-12 PUBLIC EDUCATION

Reed-Custer Administration Center

255 Comet Drive
Braidwood, IL 60408

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<p>Participation in the District’s peer review program DEFINITION: The program encourages teachers to observe colleagues in their classroom for the purposes of reflection and growth. <i>*Peer review sessions must be completed voluntarily during a teacher’s plan time or when a permanent substitute is available</i></p>	<ul style="list-style-type: none"> • Submission of the District peer observation form (this link is also posted under “Popular Forms” on the Sharepoint homepage) • Completion of ISBE Evaluation Form (77-21A) 	<p>1 CPDU hour per 60 minute observation <i>*Maximum of 5 CPDUs per semester</i></p>
<p>Portfolio of student and teacher work DEFINITION Preparation of at least 5 portfolio artifacts/entries, each of which relates to a different assignment.</p>	<ul style="list-style-type: none"> • Samples of at least 3 students’ work that responds to the specified assignment • A written analysis prepared by the certificate holder that describes: <ul style="list-style-type: none"> ○ The assignment to which the work responds and the teacher’s goal(s) for that assignment ○ Instructional strategies and materials used and the reasons for their selection ○ What the students’ work reveals about whether the teacher’s goal(s) for the assignment were met ○ The successful and less-than-successful elements of the assignment and changes the teacher might make in the assignment or in his/her teaching in order to reach the specified instructional goal(s) • Completion of ISBE Evaluation Form (77-21 A) 	<p>10 CPDUs per portfolio <i>*Maximum of 1 portfolio submission per semester</i></p>
<p>Participation in the District’s formal mentoring program DEFINITION First year participants (mentor and receiving teacher) will take part in both peer observation and consultation sessions. The mentor and protege are expected to meet informally no less than twice a month. The mentor, protege, and the District’s Director of Teaching and Learning will formally meet at least quarterly.</p>	<ul style="list-style-type: none"> • Discussion logs from formal meetings • Observation logs (minimum of 4) • Discussion logs from informal meetings (<i>optional</i>) • Completion of ISBE Evaluation Form (77-21 A) 	<p>All mentor program participants will receive 10 CPDUs for program participation. If the mentor teacher and receiving teacher choose to participate in additional observations and/or maintain records of informal meetings through discussion logs, 1 CPDU will be awarded per 60 minute time frame. <i>*20 CPDU maximum</i></p>

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<p>Participation in the District’s Teacher Leader program DEFINITION The primary responsibilities of the teacher leaders are to serve as a communication liaison between faculty and administration and to provide leadership in the development of quality instruction for students by participating in the following:</p> <ul style="list-style-type: none"> ● Assist in the review, selection, and implementation of curriculum ● Communicate curriculum developments, data analysis, and district teaching and learning goals to school, team, or department colleagues ● Facilitate team/grade level meetings which focus on curricular or teaching issues or needs of students ● Work collaboratively with other grades and departments and participate in vertical and horizontal articulation discussions to ensure continuity and appropriateness of content, skills, and assessment 	<ul style="list-style-type: none"> ● Administrator verification of attendance and participation (sign in sheet, minutes, created products, etc.) ● Completion of Evaluation Form (77-21A) 	<p>20 CPDUs per program year</p>
<p>Presenting to staff members at a District event DEFINITION Delivering educational content at a District conference, workshop, seminar, meeting, or other similar event with the goal of improving teaching skills and knowledge directly aligned to the Illinois Professional Teaching Standards</p>	<ul style="list-style-type: none"> ● Timesheet documenting hours spent preparing presentation ● Copy of all presentation materials ● Copies of all attendees’ ISBE Evaluation Forms (77-21 A) 	<p>1 CPDU per 60 minutes spent preparing presentation materials *Per the ISBE, Districts are only allowed to award CPDUs for hours spent preparing - not presenting *8 CPDU per presentation maximum</p>
<p>Completion of the District assigned Global Compliance Network (GCN) trainings</p>	<ul style="list-style-type: none"> ● Submission of the GCN Certificate indicating all trainings have been completed. ● Completion of ISBE Evaluation Form (77-21A) 	<p>1 CPDU hour per hour of training *CPDUs will not be given toward optional trainings</p>

Before registering for any out of District professional development opportunities, please seek approval from your building administrator. Once approval has been granted, complete the [District PD Request Form](#).

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