

## DEPARTMENT OF PUBLIC INSTRUCTION

### DISTRICT PROFESSIONAL DEVELOPMENT PLAN RUBRIC CHECKLIST

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District professional development plans must contain the following components. Levels within each component are shown for Proficient and Advanced ratings respectively.

<b>Component</b>	<b>Proficient Level</b>	<b>Advanced Level</b>
<b>Overview</b> Does the Overview Address	<input type="checkbox"/> Alignment to research and best practices? <input type="checkbox"/> Alignment to district mission? <input type="checkbox"/> Input obtained from stakeholders? <input type="checkbox"/> Support of school improvement? <input type="checkbox"/> Equity issues? <input type="checkbox"/> All personnel?	<input type="checkbox"/> Alignment to research and best practices? <input type="checkbox"/> Alignment to district mission? <input type="checkbox"/> Input obtained from stakeholders? <input type="checkbox"/> Support of school improvement? <input type="checkbox"/> Equity issues? <input type="checkbox"/> All personnel?
<b>Needs Assessment</b>	<input type="checkbox"/> Was input obtained from 3-4 school-community groups? <input type="checkbox"/> Are there at least three data gathering sources? <input type="checkbox"/> Are needs identified and a majority of needs supported by data?	<input type="checkbox"/> Was input obtained from four or more school-community groups? <input type="checkbox"/> Are there four or more data gathering sources? <input type="checkbox"/> Are needs identified and all needs supported by data?
<b>Goals</b>	<input type="checkbox"/> Do a majority of the listed goals reflect back to the needs assessment?	<input type="checkbox"/> Do all of the listed goals reflect back to the needs assessment?
<b>Activities</b>	<input type="checkbox"/> Are a majority of activities tied to a goal? <input type="checkbox"/> Are a majority of activities adequately defined? <input type="checkbox"/> Are a majority of activities continuous and sustained?	<input type="checkbox"/> Do all activities tie to a goal? <input type="checkbox"/> Are activities adequately defined? <input type="checkbox"/> Are all goals continuous and sustained?
<b>Performance Indicators</b>	<input type="checkbox"/> Is there at least one indicator for each goal? <input type="checkbox"/> Do majority of indicators correlate to goals? <input type="checkbox"/> Do majority of indicators include the five elements of performance indicators?	<input type="checkbox"/> Are there two or more indicators for at least two goals? <input type="checkbox"/> Do all indicators correlate to a goal? <input type="checkbox"/> Do all indicators include the five elements of performance indicators?
<b>Evaluation</b>	<input type="checkbox"/> Does the evaluation describe a process to review a majority of performance indicators? <input type="checkbox"/> Is there a commitment to include results of the review in future plans? <input type="checkbox"/> Does the review committee include members from a majority of stakeholder groups? <input type="checkbox"/> Does the evaluation include a plan to communicate with a majority of stakeholders?	<input type="checkbox"/> Does the evaluation describe a process to review all performance indicators? <input type="checkbox"/> Is there a commitment to include results of the review in future plans? <input type="checkbox"/> Does the review committee include members from a majority of stakeholder groups? <input type="checkbox"/> Does the evaluation include a plan to communicate with all stakeholders?