

Questions & Answers that may help you....

- Q. Where can I get more information about developing my annual teacher professional growth plan?
- A. The ATA provides a workshop to help teachers develop and implement their plans. Call toll-free 1-800-232-7208 or on the web at <http://www.teachers.ab.ca>.

Check out the ATA website at www.teachers.ab.ca for growth plan development guidelines and other related information.

Alberta Education

To obtain the new *Teacher Growth, Supervision and Evaluation Policy, Certification of Teachers Regulation or Practice Review of Teachers Regulation* in print and/or CD, call the L.R.D.C. at (780) 427-2767 (toll-free 310-0000), or for information call the Teacher Certification and Development Branch by dialing 310-0000 and then 427-2045.

The following resources also can be found at Alberta Learning's website at <http://www.learning.gov.ab.ca>

Teaching Quality Ministerial Order
The Government of Alberta's 3 Year Plan for Education 1998/1999 to 2000/2001
Policy, Regulations and Forms Manual

- Q. Where can I get the *Teaching Quality* Ministerial Order that outlines the knowledge, skills and attributes (KSAs) expected of Alberta teachers?
- A. A copy of the Ministerial Order that lists the KSAs should be in your school's copy of the Alberta Education Policy Manual or you can find it on the web at: <http://www.learning.gov.ab.ca/news/1997nr/june97/nr-qtstand.asp>

Questions and Answers Continued

- Q. I can see that my annual growth plan should meet my learning needs and be linked to the KSAs expected of all teachers. But what if my learning priorities are different from my school or jurisdiction goals?
- A. This could happen. Your plan's learning goals should take the school's and jurisdiction's learning goals into consideration but sometimes your teaching context imposes other priorities. For example, you may be teaching at a new grade level and need to learn about the curriculum and required learner outcomes. This is a legitimate priority that fits with the KSAs expected of teachers.
- Q. Will I be evaluated on my growth plan?
- A. You are required annually to complete a plan. Evaluation of your teaching practice is separate from the requirement that you annually complete a professional growth plan.
- Q. Can a learning priority I identified be used by an administrator as evidence of my failure to meet the Teaching Quality Standard?
- A. No, information in a growth plan cannot be used by a principal as the reason to initiate a formal evaluation process. However, if the principal has reason to believe you may not be meeting the Teaching Quality Standard on the basis of information separate from the plan, then the principal may initiate an evaluation of your performance.

What

I Need

to know

to develop an

ANNUAL TEACHER PROFESSIONAL GROWTH PLAN



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Why do I need to develop and complete an annual professional teacher growth plan?

Members of every profession, including the teaching profession, have the responsibility to review constantly their own level of competence and effectiveness and to pursue professional growth.

Professional teachers are committed to being better teachers tomorrow than they are today. (Council on Alberta Teaching Standards, 1995.)

Pursuing career-long professional growth that focuses on the development of knowledge, skills and attributes (KSAs) can deepen or increase the teacher's teaching repertoire and optimize students' learning outcomes.

The new provincial Teacher Growth, Supervision and Evaluation Policy recognizes teachers' commitment to career-long learning. By developing and implementing an annual professional teacher growth plan, you will fulfil the requirements of the new policy.

How do I develop an annual professional teacher growth plan?

Self-evaluate. Think about your students in context with your teaching . Ask yourself: what two or three areas of growth could I pursue this year to help me help my students learn more successfully? How are the two or three things I've identified related to the expected KSAs (Teaching Quality Ministerial Order, 1997)? How are they related to my school's and jurisdiction's goals?

If you can respond thoughtfully and professionally to these questions, then chances are you're on the right track.

Prioritize. Discuss the two or three areas of professional benefit with your principal or colleagues. Ask them to help you select one or two that could reasonably be achieved, then draft your professional learning goals.

Identify how you'll pursue your learning goals. Brainstorm individually or with your colleagues about what you can do to achieve your desired learning outcomes. Remember, professional growth does not have to involve formal courses. Researching professional literature, working on curriculum projects with colleagues, participating in professional discussion groups, observing other teachers, and mentoring or teaching skills to other teachers are some examples of actions you could take to achieve your learning goals.

How do I write up my completed plan and what happens to it?

Write a plan. Your school or jurisdiction may have a format for growth plans that you can use. At minimum, the plan should include a brief statement of your learning goals, and outline the action plan about how and when you expect to achieve desired outcomes. You may also want to consider sharing your learning with colleagues either during implementation or upon completion. Remember, you are writing a plan. What you learn may be different from what you intended. Of course, if you revise your plan in a major way, you should re-submit it for review or approval.

Submit your plan early in the school year. Depending on local policy, the plan should be provided to your principal or, where applicable, to the designated group of teachers delegated to review or approve your growth plan.

Work on implementing your plan. Working on your professional growth plan is only one of your many responsibilities as a teacher. Be sure to work on it in reasonable and manageable chunks. Be prepared to revise your plan to make it more achievable. What's important is your professional learning.

Review of your completed plan. At the end of the school year, at a time defined in local policy, you'll be asked to meet with your principal or designated group of teachers to review learnings gained from implementing the plan.

Share your learning with colleagues. Teachers benefit from each other's knowledge and skills. You may want to collaborate with colleagues in sharing your learnings.