

WEST HIGH PROFESSIONAL DEVELOPMENT SCHOOL

**Professional Growth Plan
School Term 2003 — 2004**

Teacher: _____

Department: _____

Certification: _____

Teaching Experience: _____

EXPECTATIONS:

Welcome to West Orientation

August 4, 2003

Completion: _____

Knox County New Teacher Orientation

August 5, 2003

Completion: _____

Forums

3:45 — 4:45

Room 106

____ September 4.....Reflective Practice

____ October 2.....Classroom Management/Critical Friends

____ November 6..... Alternative/Authentic Assessment

____ February 5..... Cooperative Learning

____ March 4..... Needs assessment to determine topic

____ April 1.....Needs assessment to determine topic

____ May 6..... Celebration

Classroom Observations

Minimum 2 classroom observations each semester (1 within department, 1 outside) and reflections with your PA or a member of the Mentor Core Team — 2 copies of each observation form and reflection to Mentor Core Team Director by completion date

Completion Dates:

_____ August - September 25, 2003

_____ October - November 21, 2003

_____ January - February 20, 2004

_____ March - April 23, 2004

Class Video

Minimum 1 tape of one of your classes each semester and reflection with your PA.

Maintain tapes in your files — 2 copies of each reflection to Mentor Core Team Director by completion date

Completion Dates:

_____ December 10, 2003

_____ April 8, 2004

Parent/Guardian Communication

_____ Communication of expectations in a letter of introduction — 2 copies of communication to Mentor Core Team Director by August 12, 2003

_____ Phone and log 10 calls to parents/guardians before August 27, 2003 - 2 copies of log to Mentor Core Team Director by August 27, 2003

_____ Complete phone calls to all parents/guardians before November 17, 2003 — 2 copies of log to Mentor Core Team Director by November 17, 2003