Professional Development Guidance Document

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| **Questions** |
| 1. What needs to be trained? |
| 1. Who needs to be trained? (e.g., teachers, special educators) |
| 1. When do you expect staff to begin implementing? |
| 1. What does proficiency look like? |
| 1. When do you expect staff to be proficient? |
| 1. How much training does staff need? |
| 1. When will the training be conducted? |
| 1. What is the funding source for the training and support? |
| 1. What resources are needed to conduct the training? (i.e., human, capitol, materials) |
| 1. Who will do the training? |

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| **Actions** | **Who** | **When** |
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**On-going Support**

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| **Questions** |
| 1. What on-going coaching/support is needed to assist in creating proficiency in the staff? |
| 1. Who will provide support to staff to help staff develop proficiency? |
| 1. What training does the support staff need? |
| 1. Identify staff who need additional support/how do you know they need additional support? |
| 1. What resources are needed to conduct the support? |

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| **Actions** | **Who** | **When** |
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**Fidelity Guidance Document**

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| **Questions** |
| 1. What will be monitored? |
| 1. Who will monitor fidelity? |
| 1. What training does staff conducting the monitoring need? |
| 1. How will progress on implementation be monitored/assessed? |
| 1. What resources are needed to monitor with fidelity? |
| 1. Who will review fidelity data and how often? |
| 1. What actions will be taken as a result of the data review? |

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| **Actions** | **Who** | **When** |
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