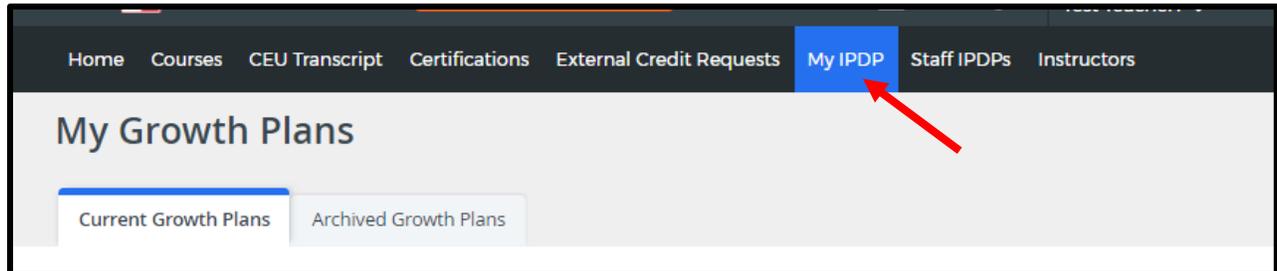
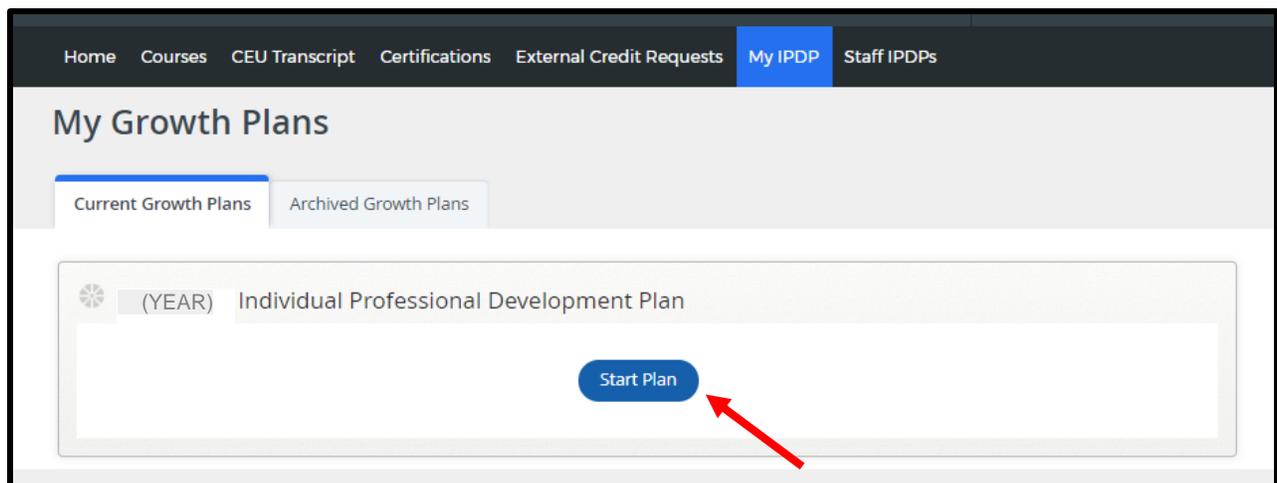


CREATING AN IPDP IN THE CCS PD SYSTEM

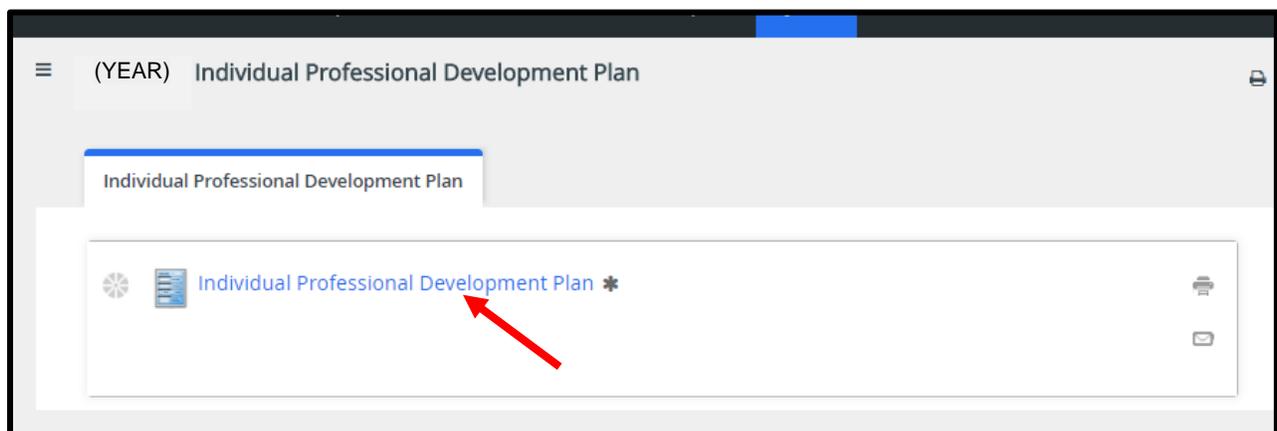
1. Log in at <https://ccsoh.truenorthlogic.com>. If prompted, enter your full CCS email address and password.
2. Click on the **My IPDP** tab at the top of the screen.



3. Click on the **Start Plan** button. If you have already started your plan, you will instead click on the title that includes the year.



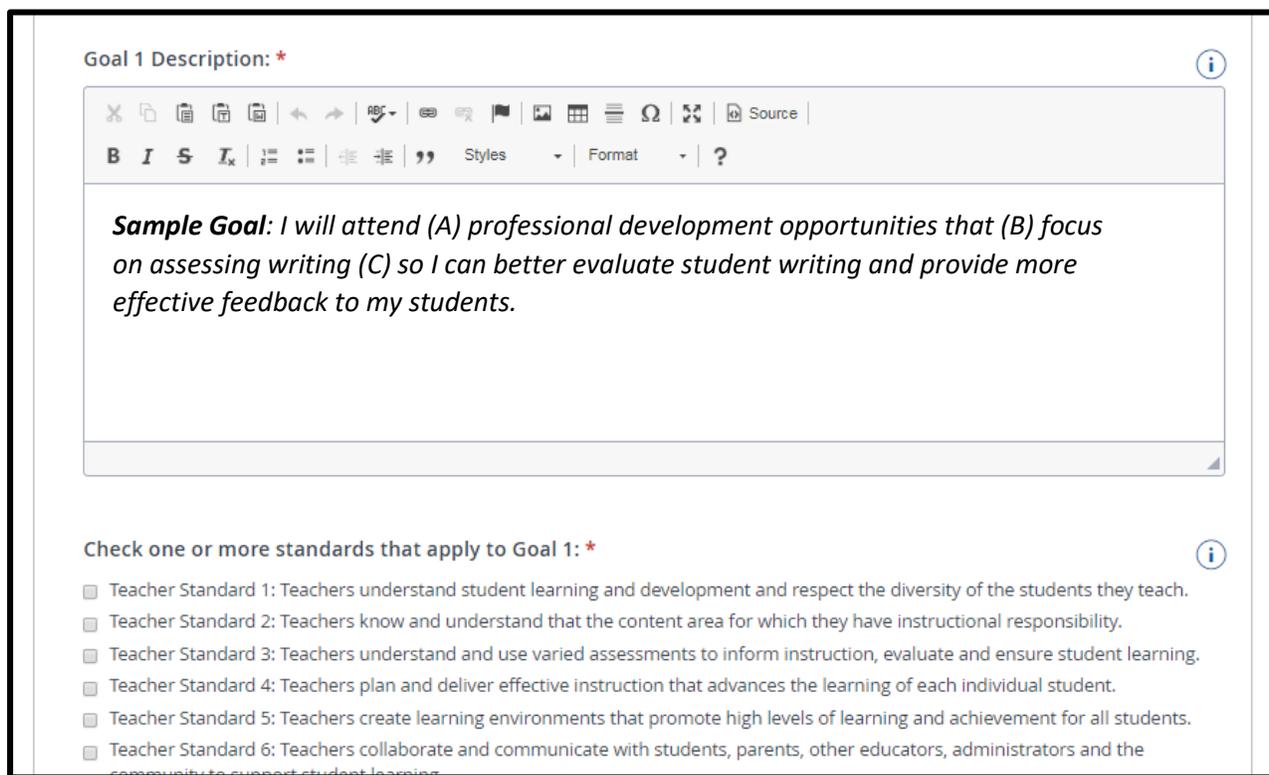
4. Click on **Individual Professional Development Plan**.



CREATING AN IPDP IN THE CCS PD SYSTEM

NOTE: There is no “Save” or “Submit” button - your IPDP auto-saves as you type and is automatically shared with the LPDC for review.

5. Scroll down and enter your first goal in the **Goal 1 Description** text box. Remember, each goal is specifically about your engagement in professional development and should relate the following three pieces of information (see the Sample Goal written in Goal 1 Description 1 box below):
 - (A) what type(s) of professional development will you engage in;
 - (B) in what area; and
 - (C) how this will impact you as a professional educator
6. Select one or more Standards to match your goal.
7. Repeat these steps for Goals 2 & 3.



The screenshot displays the 'Goal 1 Description' section of the IPDP system. It features a rich text editor with a toolbar containing icons for undo, redo, bold, italic, strikethrough, text color, background color, bulleted list, numbered list, link, unlink, source, and help. Below the toolbar, a sample goal is entered: *Sample Goal: I will attend (A) professional development opportunities that (B) focus on assessing writing (C) so I can better evaluate student writing and provide more effective feedback to my students.*

Below the text box, there is a section titled 'Check one or more standards that apply to Goal 1: *'. It lists six teacher standards, each with an unchecked checkbox:

- Teacher Standard 1: Teachers understand student learning and development and respect the diversity of the students they teach.
- Teacher Standard 2: Teachers know and understand that the content area for which they have instructional responsibility.
- Teacher Standard 3: Teachers understand and use varied assessments to inform instruction, evaluate and ensure student learning.
- Teacher Standard 4: Teachers plan and deliver effective instruction that advances the learning of each individual student.
- Teacher Standard 5: Teachers create learning environments that promote high levels of learning and achievement for all students.
- Teacher Standard 6: Teachers collaborate and communicate with students, parents, other educators, administrators and the community to support student learning.

8. IPDPs are reviewed at the monthly LPDC meeting scheduled for the first Wednesday of each month from September – June (the meeting will occur on the second Wednesday if the first Wednesday falls on a holiday or break). You will receive an email upon review of your IPDP.

Guide to IPDP's

Directions

Each goal should state 1) what YOU are going to specifically learn to improve as a professional educator, 2) how you will acquire this knowledge (workshops, college, etc.), and 3) how you can apply this to your current assignment.

Be sure to select an appropriate standard to align to each goal. Three goals are required

Examples

I will learn the common core standards for teaching math 3-5 grades. I will learn this goal by taking professional learning opportunities that will support implementation of the 3-5 Mathematics common core curriculum standards. This goal will increase my instruction in mathematics and prepare my student for the new common core assessment.

I will further my knowledge and expertise in my content of theatre through college classes and professional development activities in order to more effectively teach my content and run drama productions.

I will learn to improve my teaching style to incorporate more critical thinking and problem solving skills that will help prepare my students for the real world through college classes and professional development.

I will attend workshops and PD offerings that focus on technology in education so that I may better incorporate technology into my classroom.

I will continue to enhance my knowledge of classroom management to become a more effective teacher, by attending and using knowledge gained from TBT meetings and other district and out of district professional development opportunities.

I will continue to learn higher-level instructional strategies that help me to provide a creative learning environment and foster critical thinking through professional workshops.

I will explore and implement various techniques to assess the level of understanding achieved during classroom instruction by attending workshops, discussing with colleagues and reading materials that address methods of assessment.

I will enhance my understanding of effective differentiated instruction to aid in the advancement of each individual student by attending college classes and workshops.

I will investigate multiple strategies for writing to learn and writing to demonstrate knowledge across content areas to enhance the learning of students in all content areas by participating in workshops and other professional development.