

National Board Professional Development School / District Team - Planning Notes - Year 2 & 3

	Considerations	Roadblocks	Next Steps
Timeline	<ul style="list-style-type: none"> • Set up skeleton timeline for sessions throughout the year – consider district in-service dates, parent conferences, times when teachers may not have as much access to students or time to meet • Will you be using early dismissal days? • How many sessions? How will your district manage Professional Development Hours? • What are the attendance expectations for candidates, administrators? Who manages this information? • 		
Communication	<ul style="list-style-type: none"> • How often will you meet as a team to discuss logistics, progress and other details related to the cohort? • How will you problem solve? • How will you communicate between sessions? • Who initiates communication with candidates? • 		
Developing the Cohort as a Professional Learning Community	<ul style="list-style-type: none"> • How will you establish trust among cohort members, including the PD school team? • How will you provide leadership opportunities for cohort members? • How will your Professional Development sessions build upon strengths of cohort members? • How will you share information about the cohort with non-cohort members, school or district? • How will you build capacity for future cohorts? 		
Resources	<ul style="list-style-type: none"> • Where will you meet? • Copying or materials logistics • Technology – access to computer lab or laptops • Other – (ex. -Access to district curriculum guides...) • 		
Incentives	<ul style="list-style-type: none"> • Will teachers receive district credit of any kind for salary movement? What procedures need to be followed to plan for this? • Do you need to consider things like snacks? • Will the district provide other resources/materials in relation to the cohort’s goals? • 		

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Questions to Take Back to the School / District

Questions for NBRC

As a result of this cohort experience, these opportunities may arise in our school / district

Examples:

- **Teacher leadership**
- **Professional development opportunities**
- **New formats for PD**