

Timeline and Consortium Support for the PDP Process:

	The Four Step Process:	Consortium Support:
Year One <small>(Of Employment Licensure cycle)</small>	<p><u>Step I: Preparing to Write the Plan: Reflection</u></p> <ul style="list-style-type: none"> Preparing to write the PDP: Reflection <ul style="list-style-type: none"> The first year of employment is for reflection, selection of your goal(s), and formulation of your PDP. 	<p>PDP Informational Overview and FAQs</p> <ul style="list-style-type: none"> Participants will be provided with the most current DPI information that is needed to write a Professional Development Plan. <ul style="list-style-type: none"> Cost: Free Date: Annually in November
Year Two <small>(Submitted between June 1st-January 1st)</small>	<p><u>Step II: Writing the Plan: Components</u></p> <ul style="list-style-type: none"> Write: For the goal, follow Step II, A-E, (If you have identified more than one goal, complete steps A-E for each goal.) <ol style="list-style-type: none"> Description of school and teaching, administrative, or pupil services situation Description of the goal to be addressed Rationale for your goal and link to reflection, educational situation, and Wisconsin Educator Standards Plan for assessing and documenting your goal Plan to meet your goal: objectives, activities, timeline, and collaboration Submit By January 1st: submit your PDP goal for approval to a PDP Team that you initiated. (Your goal must be approved by a two-thirds majority) 	<p>EDUC 584: Writing the Professional Development Plan</p> <ul style="list-style-type: none"> This course will help you understand the requirements of PI-34 and be able to complete your PDP so that you can focus your time and energy on teaching. <ul style="list-style-type: none"> Cost: \$100 discounted from \$175 for non-SEWNTP participants Date: Annually in <ul style="list-style-type: none"> October for those in year two of the licensure renewal cycle. May for educators in year one of the licensure renewal cycle. <p>The SEWNTP Consortium Inter-District PDP Reviewer Database:</p> <ul style="list-style-type: none"> The list is a free service provided to consortium educators who are looking for reviewers for their PDP Team.
Year Two-Four	<p><u>Step III: Annual Review of the Professional Development Plan</u> (to be completed each year of the plan except for the first and final)</p> <ol style="list-style-type: none"> Completion dates for objectives and activities completed during each year Reflection summary of your professional growth made throughout the year Reflection of effect professional growth had on student learning Description of any substantial revisions made to your objectives or activities <ul style="list-style-type: none"> Any substantial changes to your goal must be submitted to your PDP Team for approval 	<p>Annual Review & Final PDP Requirements</p> <ul style="list-style-type: none"> This seminar reviews the expectations for license renewal, and is geared to help participants review and update their professional development plans with spring reviews to further develop needed documentation. <ul style="list-style-type: none"> Cost: Free Date: Annually in March
Year Five <small>(Final Year of the Licensure Renewal Cycle)</small>	<p><u>Step IV: Documentation of the Completed Plan</u> (completed and submitted to your PDP team no later than January 15)</p> <ol style="list-style-type: none"> Three to five pieces of evidence and a description of each Reflection and summary of your professional growth and its effect on student learning <ul style="list-style-type: none"> Also include your annual reviews and your approved and signed Goal Approval Signature Form 	<div style="border: 2px solid black; padding: 10px;"> <p>The SEWNTP PI-34 Coordinator: Contact our coordinator anytime during the four step process to address beginning teacher's, mentors' and district leaders' questions.</p> <ul style="list-style-type: none"> Cost: Free Nancy Marsho ndmarsho@stitch.edu </div>

Support for Experienced Teachers and Administrators:

[ED 690: Understanding, Supporting and Facilitating the Spirit of PI 34](#)

Gain an in-depth understanding of the law and the PDP in order to be a resource in your school/district. Participants will unpack the teacher and administrator standards, write a PDP, and understand how to be a reviewer and how to help initial educators and others in writing a PDP.

- Cost: \$300 discounted from \$400 for non-SEWNTP participants
- Date: Annually in August and January

[DPI PDP Reviewer Training](#)

Completing this training will qualify individuals who are licensed teachers, administrators, pupil service personnel, and institutes of higher education representatives to serve as team members to review initial and professional educator PDP's and to be listed in the DPI database as a trained DPI reviewer.

- Cost: \$0
- Date: TBD