AUTHORITY: Section 380.1526 of Public Act 289, 1995

Michigan Department of Education
OFFICE OF PROFESSIONAL PREPARATION SERVICES
P.O. Box 30008, Lansing, Michigan 48909
Dexter Community Schools 2018/2019

Note: Form should be filled out complete & specific. Return to Human Resources by June 1, 2019. Copy form as necessary if you need more space.

Beginning Teachers
ANNUAL RECORD OF PROFESSIONAL DEVELOPMENT – Regular District PPD

GENERAL INSTRUCTIONS: This form should be completed annually for each beginning teacher, then signed and dated by the building principal or individual with school district authority for professional development. Each year a copy of this form should be placed in the school district personnel file and a copy provided to the teacher for their portfolio/personal record. The form must be completed for each of a teacher's first three (3) years. (Please type or print. Make additional copies of this form as needed.) **This form is a worksheet to be completed and retained by the school district. DO NOT return this form to the Michigan Department of Education.**

NAME OF TEACHER _____ SOCIAL SECURITY NUMBER OF TEACHER XXX-XX-

NAME OF SCHOOL DISTRICT WHERE EMPLOYED Dexter Community Schools

NAME OF SCHOOL WHERE ASSIGNED _____

NUMBER OF YEARS AS A CONTRACTUAL TEACHER (1st, 2nd or 3rd) ____ SCHOOL YEAR HIRED _____ NUMBER OF YEARS WITH THE CURRENT SCHOOL DISTRICT ____

NAME OF MENTOR ASSIGNED FOR THE CURRENT YEAR _____ CURRENT SCHOOL YEAR 2018/2019

Mentor's POSITION/STATUS (teacher, university faculty, retired teacher) _____

Mentor's EMPLOYER _____

REPORTING CATEGORIES: ADJUSTING INSTRUCTION FOR STUDENTS WITH SPECIAL NEEDS, ADJ INSTRUCTION FOR ELL LEARNERS, ADJ INSTRUCTION FOR YOUNG CHILDREN W/DEVELOPMENT DELAYS, ASSESSMENT STRATEGIES, BLENDED/ONLINE INSTRUCTION, CONTENT SPECIFIC TO GRADE LEVEL, COOPERATIVE LEARNING, CROSS-CURRICULUM INTEGRATION, CULTURAL AWARENESS, CURRICULUM REVISION & ALIGNMENT ACROSS GRADES, DIFFERENTIATED INSTRUCTION, ENGAGING & MOTIVATING STUDENTS, INCORPORATING TECHNOLOGY & INSTRUCTION, MENTORING (RECEIPT OF), PEDAGOGY SPECIFIC TO CONTENT, PREPARING TO BE A MENTOR, PREPARING TO TEACH ADV PLACEMENT OR DUAL ENROLLMENT COURSES, PREPARING TO TEACH IB, READING IN CONTENT AREA, RESPONSE TO INTERVENTION (RtI), RESPONDING TO INAPPROPRIATE STUDENT BEHAVIOR, SCHOOL IMPROVEMENT PLANNING, USING DATA TO ADJUST INSTRUCTION, WRITING ACROSS THE CURRICULUM, OTHER (please be specific).
Note: You may enter more than one PPD activity on each date. District PPD days for 2018/2019 are 8/28, 29, 30; 10/31; 12/4; 3/6; 4/1; 6/13, 14 (you must still enter the specific information below for District Provided PPD days – please note some of the above are half days)

PROFESSIONAL DEVELOPMENT ACTIVITIES/EXPERIENCES

DATE	PROFESSIONAL DEVELOPMENT CATEGORY (See above list)	TITLE/ACTIVITY	SUMMARY OF PURPOSE/SKILL ADDRESSED	NUMBER OF HOURS ENGAGED

SIGNATURE OF IMMEDIATE SUPERVISOR _____ TITLE _____

SIGNATURE OF TEACHER _____ DATE _____

DO NOT RETURN THIS FORM TO THE MICHIGAN DEPARTMENT OF EDUCATION

THIS COMPLETED FORM IS TO BE RETAINED BY THE SCHOOL DISTRICT Return to Human Resources by June 1, 2018