



# Professional Learning Planner

Planning for professional learning and growth is important for you and your program staff. Incorporate professional learning into your calendar early in your planning process. Review the training information below, and on page 2, use the space to document your plans.

## Training

### On which topics do staff need training?

- Collecting data
- Using data to intentionally design activities
- Creating project or activity SMART Goals to link with content
- Understanding program goals for alignment
- Communicating with teachers and schools
- Supporting learning in homework time
- Understanding academic standards
- Understanding and using tools to develop 21st century and positive youth development skills
- Assessing students
- Documenting learning to share with teachers
- Other: \_\_\_\_\_

### How much time is available, and when, for staff training?

- During orientation
- During staff meeting time
- During program breaks
- In conjunction with school teacher professional learning
- At conferences
- In professional learning sessions scheduled during the year
- Other: \_\_\_\_\_





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Professional Learning Topic	Date	Time	Who participates	Who leads