

OASSA PERSONAL LEARNING PLAN

Name: _____

District: _____

Building: _____

Title: _____ Principal _____ Assistant Principal

County: _____

Leadership Profile From ISLLC Assessment Self-Inventory: (See Rubric #5)

Documentation of plan of professional development based on ISLLC Assessment results (narrative form); to be done cooperatively with the mentor. Three (3) goals are required. (See Rubric #5)

OHIO ASSOCIATION OF SECONDARY SCHOOL ADMINISTRATORS
Beginning Administrators Program

Professional Development Activity Reflection:

Name: _____

Conference Title: _____

Date of Conference: _____ Location: _____

What did you learn that was significant to you by attending this conference?

How will you apply this new knowledge in your current assignment to improve your school?

OHIO ASSOCIATION OF SECONDARY SCHOOL ADMINISTRATORS
Beginning Administrators Program: *Action Plan*

A. Statement of the Issue:

In a few sentences, state the nature of the issue you are studying in your action plan. Please remember that you are identifying what you believe to be an area of weakness, a problem, or maybe even a crisis that is affecting the success of students in your classrooms. The other components of this Action Plan which follow will help you through an examination process that should tell you whether what you think is in fact true, and, if so, point you in a direction to make significant change.

B. Critical Data:

Identify the data that you have gathered which verify your Issue as a concern. Be specific.

C. Human Resources:

Identify the expertise, internal and/or external to your district, who can and did provide you with information, directions, data, training, support, etc.

D. Material Resources:

Identify laws, policies, procedures, finances, etc. that impact your issue and its solution or improvement.

E. Improvement Plan:

You have identified an issue that is preventing students from learning to their capacity. You have identified data to support your belief and to identify where you need to go. You have identified resources who and which can help you.

What is your plan? How do you propose to implement meaningful change that will indeed improve student learning in your school?

How and when will you know that you have succeeded?

F. Knowledge Identification:

Identify what you learned about yourself, about your school, about teachers, and most importantly, about students, from this Action Plan process.

**DISTRICT COMPREHENSIVE CONTINUOUS IMPROVEMENT
PLAN AND SCHOOL CONTINUOUS IMPROVEMENT PLAN
(Narrative Form – 3 paragraphs total)**

**SUMMARY OF SCHOOL PROFILE
(FROM E.M.I.S., ANNUAL REPORT, N.C.A., ETC.)
(Narrative Form – 3 paragraphs total)**

POST REFLECTION FORM

Write a reflective commentary using examples from your notebook to illustrate how you have grown professionally. Base your reflections on the ISLLC Standards and indicators. Focus on what you have accomplished during the process and how you know you have expanded your abilities in these areas.

- What successes can you describe in terms of your goals and the ISLLC Standards and indicators?

- Where did you miss the mark?

- What did you learn?

- How has your professional development resulted in the improvement of teaching and learning in your school or district?