

PROFESSIONAL GROWTH PLANS (PGP)

Background

The Division believes that in a constantly changing school and community environment, it is essential for staff to engage in ongoing, research based, meaningful professional development.

Superintendents, Division Leaders, Administrators and Teachers are responsible for facilitating quality improvement through career-long professional learning. One aspect of this professional learning will be the development of an annual Professional Growth Plan (PGP).

Procedures

1. All teachers, full-time or part-time, will complete a PGP during each school year.
2. All teachers will develop plans that foster self-assessment, improvement of practice, and professional growth. Plans are to be meaningful and relevant to current or anticipated future positions or assignments. The plan must:
 - 2.1 Reflect goals and objectives based on the staff member's self-assessment of professional learning needs;
 - 2.2 Include strategies for achieving those goals and objectives; and
 - 2.3 Include an estimated completion time.
3. An annual PGP may:
 - 3.1 Be a component of a long-term multi-year plan.
 - 3.2 Consist of a planned program of supervising a student teacher or mentoring a colleague.
 - 3.3 Be conducted in a collaborative setting where more than one teacher engages in the collective plan but each individual teacher writes a PGP.
 - 3.4 Take different forms as agreed upon by the teacher and the Principal.
4. All teachers must submit their annual PGP in writing for review or approval by October 15th to the Principal or a group of staff delegated by the Principal. The Principal, in consultation with staff, shall determine the membership of such a group.
5. PGP's should be reviewed at the end of the year to discuss progress.
6. If it is determined that a teacher has not completed an annual PGP as required, the teacher may be subject to disciplinary action.
7. Unless the teacher agrees, the content of the annual PGP must not be part of the evaluation process of a teacher.
8. The Principal shall not keep a copy of the PGP.

Reference: Section 18, 53, 196, 197, 201, 213, 214, 215, 217, 222, 231 Education Act
Freedom of Information and Protection of Privacy Act
Personal Information Protection Act
Teaching Profession Act 01/01/23
Certification of Teachers and Teacher Leaders Regulation 12/13/23
Professional Conduct & Competency for Teacher and Teacher Leaders Regulation 01/01/23
Teaching Quality Standard (TQS)
Leadership Quality Standard (LQS)
Guide to Education ECS to Grade 12
Practice Review Bylaws (Alberta Teachers' Association)

Related APs: Supervision and Evaluation - Teachers (412)
Administrator Evaluation (422)

Amended: February 2023