



SUBMITTING FOR EDUCATOR DESIGNED PDPs GUIDANCE DOCUMENTS

The following guidelines should be used if you (or a team) would like to receive PDPs for a professional development opportunity that you have created. All information is taken from the Department of Elementary & Education; additional resources are available from their website <http://www.doe.mass.edu/pd/faq.html>

FOCUS ON:

BUILDING PROFESSIONAL CAPACITY
ENHANCING QUALITY OF INSTRUCTION
PROMOTING INCREASED STUDENT LEARNING, GROWTH, & ACHIEVEMENT

**EDUCATORS MAY EARN PDPs FOR:**

- * **DESIGNING A PROFESSIONAL DEVELOPMENT ACTIVITY THAT IS RELATED TO THE ACADEMIC DISCIPLINE OF THE EDUCATOR'S LICENSE**
 - Products may include: published written materials such as a journal article, book chapter, reference guide, or blog article.
 - The PD must be at least 10 hours per Topic AND have a final product that is shared with staff and/or administration
- * **DEVELOPING AND IMPLEMENTING AN ACTIVITY FOR STUDENTS, PARENTS OR TEACHERS THAT INCORPORATES THE LEARNING STANDARDS OF THE CURRICULUM FRAMEWORKS.**
 - Activities should include an assessment of learning related to the learning standards and curriculum frameworks.

**HPS APPROVAL OF ALL APPLICATIONS FOR PDPs CONDUCTED BY EDUCATORS IS REQUIRED.**

- * **PLEASE SEE YOUR BUILDING ADMINISTRATOR PRIOR TO SUBMITTING YOUR REQUEST.**
 - Submit Requests for PDPs at the following link:

<https://goo.gl/forms/UnMwPCg4xUwNXTIu1>