

# School Counselor Professional Development Plan (PDP)



**Office of Human Resources and Development**  
45 West Gude Drive, Suite 2100, Rockville, Maryland 20850  
MONTGOMERY COUNTY PUBLIC SCHOOLS

**MCPS Form 425-41**  
**April 2012**  
**Page 1 of 3**

**INSTRUCTIONS:** To be completed by the teacher

Name \_\_\_\_\_ Date \_\_\_\_\_

Position \_\_\_\_\_ School \_\_\_\_\_

Professional Growth Cycle (*check one*)  3 year  4 year  5 year

Duration of Plan from \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

**1. What is my desired outcome for professional growth?**

**2. How does the outcome relate to MCPS goals and my school's goals (School Improvement Plan)?**

**3. What data sources did I use to establish my outcome? What data will I use to assess achievement of my outcome?**

4. Which of the professional development options/strategies/techniques listed below will I use?

**Collaborative Options**

- Committee or Task Force Participation
- Delivery of Workshops/Courses
- Study Groups
- Action Research
- Networking Group
- Development of New Counseling Materials
- Co-leading a Counseling Group or Classroom Guidance Activity
- Team Planning for Counseling Activities
- Peer Coaching (**including observation requested by observee**). As we develop professional learning communities, peer coaching will become a required strategy.
- Professional Visits (to visit another counselor)
- Other (be specific) \_\_\_\_\_

**Independent Options**

- Analyze Audio/Videotapes
- Delivery of Workshops/Courses
- Development of Counseling Materials
- Action Research
- Professional Visits (to visit programs)
- Review of Professional Literature
- Training
  - school-based workshop
  - out-of-school workshop
  - conference(s)

Please describe this (these) staff development activity (activities):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Writing of an analytic or reflective journal

Other (be specific) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. PDP Support Team (i.e., staff development counselor/resource counselor/peers):

6. List anticipated/needed resources:

7. Devise a tentative timeline for the implementation of your plan with periodic benchmarks to judge your progress.

Counselor Signature \_\_\_\_\_ Date \_\_\_\_\_

**Supported by Staff Development Teacher**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Approved by Principal/Administrator**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Progress Check Point Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## Professional Development Options

*These are options for years of the professional growth cycle.*

### Peer Coaching

- Ask a peer to observe and/or collect classroom data so that together you can reflect on the counseling and learning taking place.
- Conduct a planning conference and identify the focus of the lesson.
- Conduct a reflecting conference, which provides confidential feedback on the lesson.

### Professional Visits

- Ask to observe a peer so that together you can reflect on the counseling and learning taking place.
- Conduct a planning conference and identify the focus of the visit.
- Conduct a reflecting conference, which provides an opportunity for discussion of insights and for clarification of questions relating to the lesson.

### Action Research

- As an individual or with a group, study your own counseling/learning practices to make formal decisions on ways to improve instruction.
- Action research steps in sequential order: observe situation; identify and pose a question; collect data; analyze data; identify action steps and implement; document and discuss; summarize and share lesson learned, implications or conclusions.

### Study Group

- Meet with a small group of counselors/educators on a voluntary basis to study and experiment with topics of interest around your craft that will increase your professional repertoire for the benefit of students.

### Audio/Videotaping

- Create a tape to collect data for analysis or reflection.
- Provide feedback about counseling.
- Prepare for peer coaching with a colleague.
- Empower counselors to be self-reflective or analytical about their practice.

### Delivery of Workshops/Courses

- Prepare, develop, and/or deliver courses or workshops.
- Provide a measurable educational impact for peers, parents, or others.

### Develop Instructional Materials

- Create collections of thematically related materials and share with colleagues.

### Journal Writing

- Reflect on or synthesize professional readings.
- Critique current counseling and critical actions.
- Record data from classroom observations; analyze trends.
- Write for a specific length of time or amount in response to a prompt, stem, or question.

### Networking

- Participate in regular or frequent collegial partnerships focused on school renewal.
- Work with practitioners from different schools.
- Conduct purposeful work focused on educational change.
- Engage in practitioner-driven school-based renewal.

### New Curriculum Development

- Develop and pilot new curriculum and share with colleagues.

### Participation in a Course

- Apply strategies learned in the course to current instructional practice and share with colleagues.

### Counselor Exchange Program

- Serve as a counselor in another school, district, or country and share insights with staff.

### Team Counseling

- Plan, implement, and evaluate a unit collaboratively.
- Share responsibility for developing, presenting, and assessing a product.