

Written Procedure to Annually Evaluate and Revise the Title IIA

The Title IIA Plan is part of a grant intended to support public school districts and public school academies in the development of their capacities, through professional development, to initiate, implement, sustain, and evaluation innovative models of effective teacher practices that achieve “any time, any place, any way, any pace” learning. The U.S. Congress through the U.S. Department of Education provides the Michigan Department of Education with Title IIA statewide activity funds to conduct professional development activities in support of the Title IIA program goals.

Imlay City Schools complete the Title IIA Professional Development (PD) Plan as part of the annual District and School Improvement Process. It describes how the district will implement and evaluate its Title IIA program. The Title IIA Director/Director of State and Federal Programs is responsible for carrying out the duties of the Title IIA Plan.

The PD Plans for Imlay City District and Schools is aligned with Michigan’s Standards for Professional Learning.

Procedure

- August
 - Finalize members of each school’s School Improvement Team
- September
 - Building level
 - Review building PD Plan with School Improvement Team
 - District level
 - Review district PD Plan with building principals
 - Assess PD needs and solicit input regarding current PD Plans
- October-February
 - Building level
 - Monitoring the implementation of PD Plans and gather input regarding current and possibly future PD needs
 - District level
 - Meet with building principals and monitor the implementation of PD Plans and gather input regarding current and possibly future PD needs
- March-May
 - Building level
 - Collect PD surveys and analyze data for use in future programming
 - District level
 - Meet with building principals to collect PD surveys and data for use in future programming
 - Solicit input into revising the building and district level PD Plans
- June-August
 - Building Level
 - Create new PD Plan based on PD surveys and needs
 - District level
 - Meet with building principals to collect PD plans drafts

- Create district PD plans that include building level PD plans
- Complete program evaluation for Title IIA as needed/requested
- Work with Business Director to complete the Title IIA reporting requirements per the district Consolidated Application