

**INSTRUCTIONS:** To be completed by the teacher before the conference with the staff development teacher.

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Position: \_\_\_\_\_

School: \_\_\_\_\_

Professional Growth Cycle (check one): \_\_\_3 \_\_\_4 \_\_\_5

Duration of Plan: from \_\_\_\_\_ to \_\_\_\_\_

1. What have I accomplished?

2. What have I learned?

3. What new strategies have I used? What practices have I changed? What worked and what didn't?

4. What impact have these changes had on the students (share student work/ performance/results).  
What data were used?

5. What are the appropriate next steps in my professional development to improve both the  
instruction I deliver and student learning and achievement?

Teacher: \_\_\_\_\_  
*Signature*

Staff Development Teacher: \_\_\_\_\_  
*Signature*

Date of Conference: \_\_\_\_\_

Reviewed by Principal/Administrator: \_\_\_\_\_  
*Signature*