

**Bridgeport ISD
Long Range Technology
PROFESSIONAL DEVELOPMENT PLAN**

Level	WHAT will be the evidence?	WHAT will we do to help staff complete each level?	WHEN should this level be completed?	WHO should complete this level?	HOW will we get people to complete this level?
<p style="text-align: center;">1 Entry (Early Tech)</p>	Self Evaluation through an online survey.	Direct Instruction during new employee training.	Employees hired before January 1, 2006 should complete Level 1 by June 1, 2006. Employees hired after January 1, 2006 should complete Level 1 within one year of employment.	All staff who have a network account. Administrators have option to exempt some staff, such as cafeteria, maintenance, and custodial staff.	Required Monitored by: Instructional Technology Coordinator
	Tech Talk (online discussion) <ul style="list-style-type: none"> • 1A – Intro to eduphoria workshop and Staff Development Plan. 	Online course available through eduphoria! Workshop. Individualized instruction			
	Portfolio Entry: <ul style="list-style-type: none"> • Self Evaluation of Current Level • Individual Action Plan 	Direct Instruction during new employee training. Online course available through eduphoria! Workshop.			
	Organization System for Documentation: <ul style="list-style-type: none"> • Professional Development Folder in My Documents (h:drive) • Levels 1-4 Folders inside Prof Dev Folder 	Individualized instruction			

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2 Application (Developing Tech)	Tech Talk <ul style="list-style-type: none"> • 2A – Password Safety • 2B – Cyber Security 	Independent Activity After School Mini-Lesson Mentor Help	Employees hired before January 1, 2006 should complete Level 2 by June 1, 2007. Or	All faculty, staff and administrators who have direct academic responsibility (DAR).	Required Monitored by: Instructional Technology Coordinator
	Portfolio Entries: <ul style="list-style-type: none"> • 210 Word Processing • 220 Spreadsheet • 230 Presentation • 240 Graphic Organizer (Inspiration) 	Independent Activity Online Cheat Sheet & Movie Mentor Help After School Mini-Lessons Scheduled Face-to-Face Workshops	Employees hired after January 1, 2006 should complete Level 2, by June 1 of the second year of employment.	-DAR will be as determined by the building administrators.	Reward: <ul style="list-style-type: none"> • Certificate • Recognition through campus email, on web site and at district inservice Consequence: <ol style="list-style-type: none"> 1. Meet with Instructional Tech Coordinator & supervisor to establish a plan to complete 2. If not completed within time set above, PDAS as mandated by the state.

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3 Integration (Advanced Tech)	Tech Talk <ul style="list-style-type: none"> • 3A – Impact of Technology on Society 	Independent Activity	Employees hired before January 1, 2006 should complete Level 3 by June 1, 2008.	Teachers, Administrators, Instructional para-professionals.	Required Individual Awards: -digital camera -scanner -digital microscope -AverKey
	Portfolio Entries: <ul style="list-style-type: none"> • 310 Desk Top Publishing • 320 Data Base • 330 Multimedia • 340 Original Lesson Plan and Student Samples – Project for Individual student • 350 Original Lesson Plan and Student Samples - Team project 	Independent Activity Online Cheat Sheets & Movies Mentor Help After School Mini-Lessons Scheduled Face-to-Face Workshops	Or Employees hired after January 1, 2006 should complete Level 3, by Dec 31 st of the fourth year of employment. This effectively provides 18 months to complete Level 3. Tech Talk 3A and sections 310-330 should be completed in the first year, and the two lesson plans should be completed during the summer/fall semester of the fourth year.	Instructional para-professionals are determined by the campus administrator. Campus administrators may set additional requirements for their employees. For example, the ES principal might require KidPix mastery.	Team Awards: -Groups of teachers may go together. Instead of receiving individual awards, they could choose from: -Digital Video Camera -CPS system Consequence: 1. Meet with Instructional Tech Coordinator & supervisor to establish a plan to complete 2. If not completed within time set above, PDAS as mandated by the state.

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<p style="text-align: center;">4 Innovation (Target Tech)</p>	Tech Talks <ul style="list-style-type: none"> • 4A – Technology in the Curriculum • 4B - Mentoring 	Independent Activity	By June 1 of the year in which the application is accepted.	Teachers, Administrators, Instructional para-professionals.	<p>Optional/ By Application Only</p> <p>Laptop or Smartboard</p> <p>After completing Level 3, teachers who wish to, could apply to participate in Level 4.</p> <p>The Tech Staff Development Team or a team they appoint would judge the applications and approve applications.</p> <p>The number of applicants approved is limited by the budget available to purchase laptops. (Goal = 20 a year)</p>
	Portfolio Entries: <ul style="list-style-type: none"> • 410 Create a How-To Document including screen shots and detailed examples for peers to use • 420 Create a database lesson with student samples and lesson plan • 430 Create a lesson requiring students to edit digital images, sound, and/or video include student samples and lesson plan • Original problem-based, interdisciplinary unit which integrates technology into at least 2 curriculum areas including student samples. • Create a grading rubric for the team project that delineates activities and proportional values of each 	Independent Activity Online Cheat Sheet & Movie Mentor Help After School Mini-Lessons Scheduled Face-to-Face Workshops Release time for interdisciplinary team meetings.		Instructional para-professionals are determined by the campus administrator. Campus administrators may set additional requirements for their employees.	