

California Lutheran
UNIVERSITY

Department of Learning & Teaching

**Individual Development Plan
(Preliminary Induction Planning)**

Textboxes reflect the candidate requirements for steps 1 through 3.

1. Candidates will be introduced to the Individual Development Plan forms at the beginning of their final semester of clinical practice. This currently occurs in the final Seminar course.
2. Field Supervisors will ask candidates to draw upon their goals identified at the end of Methods as a basis for responding to the four questions in Step 1
3. Field Supervisors will meet with candidates upon completion of the mid-term evaluation and direct candidates to complete the **Individual Development Plan – Form A**. Candidates will upload this form in Taskstream. The Field Supervisors will review for clarity, provide any guiding comments and note if the requirement is “Met”/”Not Met”. Candidates will be able to re-submit a revision if goals are not aligned with TPEs.
4. Two weeks before the end of the term, Field Supervisors will meet with their candidate and district based supervisor to review candidate goals from the mid-point evaluation to discuss progress and develop a final Individual Development Plan for candidate’s Preliminary Induction planning. The CA Teaching Commission (CTC) requires all three parties participate in the review and planning.
5. Following that discussion, candidates will complete the **Individual Development Plan-Final**, and upload the plan into Taskstream.
6. Field Supervisors will complete the final review of the plan and confirm that the district based supervisor participated in the planning – as required by CTC.

Implementation Process

Step 1 - (to be completed at the start of the full-time clinical term)

As part of your transition into being a professional educator, you are asked to complete a development plan articulating the goals for your continued growth as an educator. As you begin to develop this plan, consider the following questions:

1. Are there particular strengths that you have as an educator that can be used to facilitate a successful beginning of your career?
2. Given the six areas of the Teaching Performance Expectations, which ones do you find the most challenging? *(This does not require a response for all 6 areas)*
3. Based on the identified areas, what goals (limit this to 1-2 per area) might you have that would provide important steps for your growth? *(Respond only to the the areas identified in #3)*
4. What resources might you need to achieve those goals? *(examples – readings, research, interviews)*

Step 2 - (to be completed by ***Week 7*** of the semester)

1. After reviewing Step 1 and your mid-term evaluations, complete the Individual Development Plan-Form A (available on the GSOE Resource page), and provide to your district based supervisor and university supervisor. Upload in Taskstream.

Individual Development Plan – Form A
As you reflect back on your previous experiences as a teacher candidate through your preparation program, what are the 2-3 goals that you would like to focus on for the remainder of the term (be sure to identify the TPE and indicator)?
What resources will you need when you enter the field to meet these identified goals?

Step 3 - (to be completed at the *end of the semester*)

1. Schedule a joint meeting with your district based supervisor and university supervisor to review the goals you set above at the mid-point of this semester. Discuss these goals and determine the progress you've made in their attainment based on the available evidence.
2. Following a review of your previously set goals, develop a final Individual Development Plan with your supervisors using the template provided (Individual Development Plan-FINAL -avaialbe on the GSOE Resource page).
3. Upload your final Individual Development Plan on Taskstream.

Individual Development Plan - FINAL
As you reflect back on your experiences as a teacher candidate through your preparation program, what are the 2-3 future goals that you would like to focus on as you prepare for induction (be sure to identify the TPE and indicator)?
What resources will you need when you enter the field to meet these identified goals?