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# PROFESSIONAL DEVELOPMENT STANDARDS AND EVALUATION

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“THE PRICE OF GREATNESS IS  
RESPONSIBILITY.”  
-WINSTON CHURCHILL

## **PROFESSIONAL DEVELOPMENT IMPLEMENTATION LEVELS**

Based on Thomas Guskey Research

Research of best practices for school instructional personnel indicate that professional development should be related to student-learning outcomes and aligned with state content standards, local district needs and school improvement goals. As the level of professional development becomes more specific, job-embedded, and long term, additional review of data on teacher and student performance must be included.

### Level I: Awareness

Professional development at this level is designed to provide the awareness and basic introduction to the topic/skill for all school personnel. It is intended to identify, explore and develop awareness, and a basic understanding of the topic/skill. Level I Training may be as short as 2-3 hours with individual or team participation.

Intended Audience: All school personnel including certified staff, classified staff, school board members, and administrators in Montana.

Example: Motivational Speaker, Introductory Workshop, Delivery of Essential Understandings, Webinars.

### Level II: Deeper Understanding and Initial Implementation

Professional development at this level provides opportunities to deepen topic/skill knowledge for instructional personnel. Events provide professional development that allows instructional personnel to actively practice the topic/skill that is being taught. In addition, participants will plan how and when they will be implementing the topic/skill into their practice, making this level more intensive and job-embedded than Level I. Level II Training may be ongoing with opportunities for practice and follow-up sessions and individual or team participation.

Intended Audience: classroom teachers, para-educators, administrators, and other school personnel as appropriate.

Example: Practice, Institutes, Professional-learning groups, Multi-session trainings, Webinars, Online threaded discussions.

### Level III: Systemic Targeted Implementation

Level III Professional Development supports team and/or organizational change. Professional development at this level provides high-quality, job-embedded, sustained training in strategies for developing, implementing and evaluating learning experiences that are:

- based on goals,
- aligned with standards, and
- exemplify best instructional practices.

Instructional personnel will require additional time to implement the topic/skill.

Professional development at this level measurably impacts practice in the classroom and other

school areas.

Intended Audience: administrators, teachers, and other school or consortium personnel team as appropriate for the school/district size.

Example: Consulting, coaching instructional personnel, continued team planning and problem solving in the implementation of an initiative.

Level IV: Fidelity of Implementation and Culture Change

Professional development at this level could be two-fold: a train-the-trainer event or on-site coaching/training. It continues to build on previous levels and supports culture change to focus on the degree and quality of implementation for increased student outcomes. This professional development creates and sustains a network of experienced educators who assess and support the application of new knowledge and skills.

Level IV Professional Development will train participants to provide ongoing support and guidance, identify areas of need for additional support, and disseminate the ideas and methods that exemplify best practices in instruction.

Intended Audience: trainers/coaches of school personnel and education leaders.

Examples: Side-by-side coaching, direct observations, self-reflection, teacher interviews, observing lessons or training the trainer/coach to do so.

**Title of Training**  
**Date of Training**  
**Location of Training**  
**Sponsored by CSPD**

	Strongly Agree			Strongly Disagree
The presenter(s) was well prepared and organized.	4	3	2	1
The presenter(s) demonstrated thorough knowledge of the topic.	4	3	2	1
The training provided me with valuable information.	4	3	2	1
I will be able to apply what I learned.	4	3	2	1
The activities were engaging and enhanced my learning.	4	3	2	1
Relevant examples were used to enhance concepts.	4	3	2	1
The presenter(s) solicited questions from the audience.	4	3	2	1
Questions were well answered.	4	3	2	1
I was given an opportunity to reflect on the content, strategies, and resources that were presented and discuss them with other participants.	4	3	2	1
Overall, how helpful was this training.	4	3	2	1

As a result of participating in this training, list two strategies you can implement in your setting to improve student/child outcomes:

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For future trainings, what topics would be most helpful in performing your job?

Any other comments?

Objectives?

Level I Training (revision date 10/14)

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**Title of Training**  
**Date of Training**  
**Location of Training**  
**Sponsored by CSPD**

	Strongly Agree			Strongly Disagree	
The presenter(s) was well prepared and organized.	4	3	2	1	
The presenter(s) demonstrated thorough knowledge of the topic.	4	3	2	1	
The training provided me with valuable information.	4	3	2	1	
I will be able to apply what I learned.	4	3	2	1	
If offered, how useful were the hands-on activities.	4	3	2	1	N/A
If offered, how useful was the collaborative learning with other participants.	4	3	2	1	N/A
I was given an opportunity to reflect on the content, strategies, and resources that were presented and discuss them with other participants.	4	3	2	1	
Overall, how helpful was this training.	4	3	2	1	

Objective 1	4	3	2	1	
Objective 2	4	3	2	1	
Objective 3	4	3	2	1	

As a result of participating in this training, list two strategies you can implement in your setting to improve student/child outcomes:

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For future trainings, what topics would be most helpful in performing your job?

Any other comments?

Level II Training (revised 10/14)

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**Title of Training  
Date of Training  
Location of Training  
Sponsored by CSPD**

	Strongly Agree			Strongly Disagree
The presenter(s) was well prepared and organized.	4	3	2	1
The presenter(s) demonstrated thorough knowledge of the topic.	4	3	2	1
The training provided me with valuable information.	4	3	2	1
I will be able to apply what I learned.	4	3	2	1
The content addresses one or more of our team/organization's priorities for improvement.	4	3	2	1
I was given an opportunity to reflect on the content, strategies, and resources that were presented and discuss them with other participants.	4	3	2	1
Overall, how helpful was this training.	4	3	2	1

As a result of participating in this training, list two strategies you can implement in your setting to improve student/child outcomes:

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For future training, what topics would be most helpful in performing your job?

Any other comments?

Level III Training (revised 10/14)

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**Title of Training**  
**Date of Training**  
**Location of Training**  
**Sponsored by CSPD**

	<b>Strongly Agree</b>			<b>Strongly Disagree</b>
The facilitator(s) was well prepared and organized.	4	3	2	1
The facilitator(s) demonstrated thorough knowledge of the topic.	4	3	2	1
The facilitator(s) modeled adult learning strategies.	4	3	2	1
I will be able to apply what I learned.	4	3	2	1
I was given an opportunity to reflect on the content, strategies, and resources that were presented and discuss them with other participants.	4	3	2	1
Overall, how helpful was this training.	4	3	2	1

Objective 1	4	3	2	1
Objective 2	4	3	2	1
Objective 3	4	3	2	1

As a result of participating in this training, list two strategies you can implement in your setting to improve student/child outcomes:

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For future trainings, what topics would be most helpful in performing your job?

Any other comments?

Level IV Training (revised 10/14)

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