**HPDC Professional Development Tracking Sheet - Superintendent**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ License Expiration Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Contact Hours**

Standards for Professional Development:

1. Vision, Continuous Improvement, and Focus of District Work: Superintendents establish a vision, expect continuous improvement, and develop a focused plan for achieving district goals.
2. Communication and Collaboration: Superintendents establish processes to communicate and collaborate effectively.
3. Policies and Governance: Superintendents work with the board of education to identify, prioritize and set policies and governance procedures that maximize the success of all students.
4. Instruction: Superintendents lead the creation of instructional systems designed for high student achievement.
5. Resources: Superintendents manage and organize the district’s resources (human, fiscal, operational and material) to accomplish district goals.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Contact Hours Awarded** | **Professional Development Activity** | **Standard****1** | **Standard****2** | **Standard****3** | **Standard****4** | **Standard****5** | **Which goal(s) does this meet on your IPDP?** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Date** | **Contact Hours Awarded** | **Professional Development Activity** | **Standard****1** | **Standard****2** | **Standard****3** | **Standard****4** | **Standard****5** | **Which goal(s) does this meet on your IPDP?** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **TOTAL Contact Hours** (front & back)