

Program Professional Development Plan (PPDP)

Below is a checklist of best practices related to a programs professional development plan (PPDP). Many of the best practices below are assessed on NAEYC's updated accreditation site visit assessment. Related item numbers are shown.

Does your PPDP have the following characteristics?	Item #	YES	NO	In process
PPDP is a written document or form				
PPDP is shared with staff	6D.14			
Goal of your PPDP is to improve staff credentials and competencies				
PPDP for each year is based on the needs identified through individual staff evaluations and your annual program evaluation.	10F.3			
PPDP is updated at least annually (and more often as needed).	6D.13			
Includes orientation methods and topics for new staff	6D.16			
Orientation includes orientation to the specific curriculum your program uses.	6D.17			
PPDP includes ongoing discussion of ethical issues	6B.4			
PPDP explicitly considers continuing knowledge goals for administrators as well as other staff	6D.12			
Identifies all professional development resources in your community				
Does your PPDP track all teaching staff's level of training in the following competencies?	Item #	YES	NO	In process
Preparation to work with children and families of diverse races, cultures, and languages	6D.6			
Knowledge of early childhood education curriculum approaches				
Knowledge of the specific curriculum and assessment methods used in your program	6D.7			
Communication and collaboration skills that prepare staff to participate as a member of a team	6D.8			
Knowledge of child development that includes the specific age(s) and stages of the children they teach (infant, toddler/two, preschool, kindergarten, school age)	6D.9			
Ability to adapt to the special circumstances of children in the program (e.g., military families, migrant, dual language learners, homeless, special education, trauma, rural, etc.)	6D.10			
Staff who supervise or mentor other staff members are competent in adult supervision, mentoring, coaching, or leadership development.	6D.18			
Indicate the types of professional development your program has accessed (for the entire staff or for individuals) in the past year.	Item #	YES	NO	In process
Coaching and/or mentoring experiences within your program				
College credit-bearing coursework				
In-service training				
State-approved and/or state-required training workshops				
Attendance at conferences				
Pursuit of Child Development Associate credential				
Pursuit of state professional credentials (teachers, administrators)				
Other:				