

## Contra Costa's AB212 Center-Based Team Professional Development Grant FY 2009-10 – Program At a Glance

### Philosophy

“The most promising strategy for sustained, substantive school improvement is building the capacity of school personnel to function as a professional learning community”

Milbrey McLaughlin

### Program Goals

The AB212 Center-Based Team Professional Development Grant is designed to foster:

1. **Peer-Learning** - through the creation of small peer learning groups or discussion groups.
2. **Communication** - to identify areas of staff expertise and areas for staff growth.
3. **Mutual Cooperation** - to promote sharing of professional knowledge, to put knowledge gained from professional development opportunities into practice in the classroom, and to support team-based approaches to program improvement.
4. **Professional Development** - in areas that have been identified by the staff team at the site.
5. **Personal Growth and Emotional Support for Staff** - to support the retention of a stable and skilled workforce.

### Pilot Outcomes

- Fund up to five teams
- \$30,000 from AB212 allocated to fund the pilot
- There needs to be at least 18 hours of professional development activities for each team member
- The amount of each grant will vary based on the number of team members and the activities
- The grant money goes to the center to support the activities of the team
- Individual staff members do not receive funds or stipends

### Application Documentation

1. Center-Based Team description (roles and permit levels)
  2. Professional Development Plan
    - Area of Program Need
    - Data/Evidence Used to Identify Area of Need
- ( DRDP-R Program Action Plan, ECERS Summary of Findings, CLASS, Staff Input, Other)
- Professional Development Goal/Goals
  - Proposed Team Activities
  - Number of Hours
  - Proposed Timeline or Expected Completion Date
  - Expected Cost
3. Narrative
  4. Fostering a Professional Learning Team
  5. Evaluation
  6. Budget
  7. Supporting Documentation
  8. Resources for developing your proposal

### Program Monitoring

- The funds are to be used to provide professional development as submitted in the Budget Summary
- Changes to the budget need to be approved by an AB212 Professional Development Program representative.
- Funds will be distributed in three (3) segments: 60% upon receipt of grant award acceptance certification, 25% upon submission of mid year report due February 21, 2010, and 15% upon submission of end of year report and evaluation form due May 21, 2010.
- Maintain the funds as a separate item under the Standardized Account Code Structure and retain original receipts for audit purposes.
- Provide a mid-year and end of year accounting of expenditures.
- Provide activity and program evaluation information.