Empowering PD Planning

April 22, 2025

The Academy
Head Start's home for professional learning

NHSA
NATIONAL HEAD START ASSOCIATION

Today's Objectives

- **Understand** how the HSPPS links to professional development and the requirements therein.

- **Identify** a learning management system (LMS) and the best practices for managing and operating an LMS.

- **Apply** adult learning theory to professional development.

Head Start Program Performance Standards and Professional Development

1302.92 Training and professional development.

(a) A program must provide to all new staff, consultants, and volunteers an orientation that focuses on, at a minimum, the goals and underlying philosophy of the program and on the ways they are implemented.

(b) A program must establish and implement a systematic approach to staff training and professional development designed to assist staff in acquiring or increasing the knowledge and skills needed to provide high-quality, comprehensive services within the scope of their job responsibilities, and attached to academic credit as appropriate, and integrated with employee engagement practices in accordance with § 1302.101(a)(2). At a minimum, the system must include:

(1) Staff completing a minimum of 15 clock hours of professional development per year. For teaching staff, such professional development must meet the requirements described in section 648A(a)(5)29 of the Act, and includes creating individual professional development plans as described in section 648A(f) of the Act;

If you create your own online PD system, you will need to:

- Select an effective Learning Management System(LMS)
    - Easy to manage
    - Effective reporting
    - Flexible to meet your specific needs
    - Pre-loaded courses
        - Content?
        - HSPPS or ELOF aligned?
    - Cost-effective
- Consider IDEA and accessibility compliance
- Have expertise in Instructional Design for Adult Learners
- Keep up with the latest technology to keep the learning engaging as learners' expectations shift
- Will learners receive CEUs? Or verifiable PD hours? How will you verify?

Goal Setting

- Goal Setting:
  - Compliance
  - Skill Building
  - Career Planning
  - Leadership Development

Training Type

- Just in Time

- Online Learning

- Hybrid Learning

- In-Person Learning

*Customization!

Andragogy (adult learning theory)

❓ **The WHY**

✍️ **Autonomy**

🚧 **Constructivism**

💡 **Prior Knowledge**

Accessibility

👀 **Needs & Preferences**

👂 **Multiple Modalities**

👐 **Accommodations**

Best Practices: Effective Development Plan

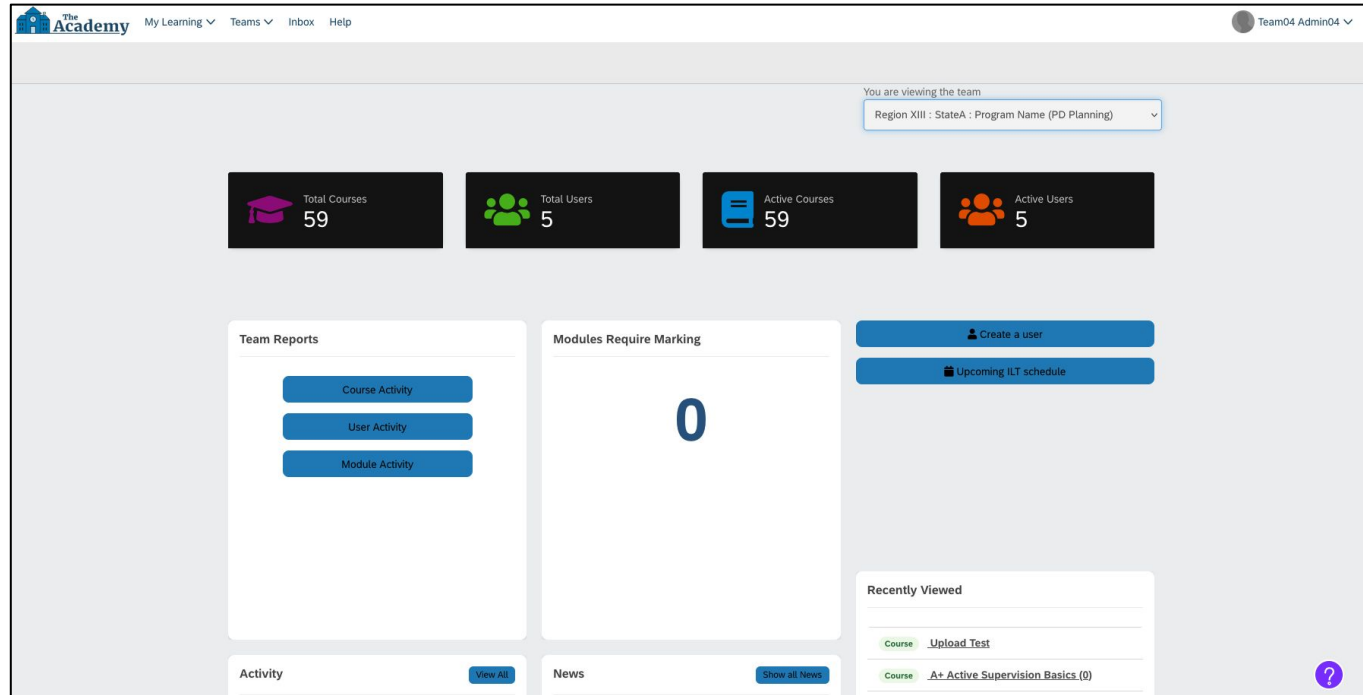⏰ When to Start

💲 Budgeting Tips

🤝 Working with Leadership

🗣️ Communication to Staff

PD Planner Features

- Execute

- Monitor

- Manage

Using a PD Planner

Caleb Knowlton- Head Start Program Director at HWC Adventure Head Start

Party Favors

A+ Planner FREE trial

📋 Fall Training Schedule

📘 Academy Catalog

The **Academy**
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