HIGH QUALITY MIP (HQMIP) COMPONENT TEMPLATE

DISTRICT:

1. IDENTIFICATION: Basic elements that distinguish each component within the district’s plan
• TITLE: name of component  Click here to enter text.
• COMPONENT NUMBER: number assigned to component as per Appendix D of FLDOE staff data base (survey data)

Function:  (1 digit code)
Focus Area:  (3 digit code)
Local Sequence Number(s):  (3 digit code)

• POINTS TO BE EARNED: number/range of points to be earned for component

2. DESCRIPTION: This is a brief description of content or general objectives to establish that the component is a high quality MIP component designed to result in highly effective performance levels on the targeted practice(s). The description makes clear that earning MIP points through this component requires sustained engagement in development processes that support implementation of productive on-the-job changes in practice and successful on-the-job implementation of the targeted professional learning, including an implementation agreement that guides both development of the learning content and processes and participant on the job implementation.

3. LINK(s) TO PRIORITY INITIATIVES: identify the alignment of the targeted professional learning with key district Priorities (select all that apply)
   □ Academic content standards for student achievement
   □ Assessment and tracking student progress
   □ Collegial learning practices
   □ Continuous Improvement practices
   □ Digital Learning/Technology Infusion
   □ Evaluation system indicators/rubrics/components
   □ Instructional design and lesson planning
   □ Instructional leadership (as per FPLS standards)
   □ Learning environment (as per FEAPS standards)
   □ Mastery of a specific instructional practice:
   □ Mastery of a specific leadership practice:
   □ Multi-tiered System of Supports (MTSS)
   □ Needs Assessments/Problem Solving supporting improvement planning (SIP, IPDP, DP)
   □ Non-Classroom Instructional staff proficiencies supporting student success
   □ Organizational leadership proficiencies (as per FPLS)
   □ Professional and ethical behavior
   □ Regulatory or compliance requirements
   □ Other:

   (This list may be edited to focus on issues that are district priorities.)
4. **FLORIDA PD PROTOCOL STANDARDS SUPPORTED BY THIS COMPONENT**: identify any Florida Protocol Standards supported by this component (select all that apply)

<table>
<thead>
<tr>
<th></th>
<th>Educator</th>
<th>School</th>
<th>District</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning</td>
<td>[ ] Click here to enter text.</td>
<td>[ ] Click here to enter text.</td>
<td>[ ] Click here to enter text.</td>
</tr>
<tr>
<td>Learning</td>
<td>[ ] Click here to enter text.</td>
<td>[ ] Click here to enter text.</td>
<td>[ ] Click here to enter text.</td>
</tr>
<tr>
<td>Implementing</td>
<td>[ ] Click here to enter text.</td>
<td>[ ] Click here to enter text.</td>
<td>[ ] Click here to enter text.</td>
</tr>
<tr>
<td>Evaluating</td>
<td>[ ] Click here to enter text.</td>
<td>[ ] Click here to enter text.</td>
<td>[ ] Click here to enter text.</td>
</tr>
</tbody>
</table>

☐: Check here if not significantly related to any Protocol Standard

Note: Identifying the protocol focus and areas of responsibility (educator, school, or district) supports notifications to appropriate parties about monitoring/supporting implementation need for successful completion of learning targets in the component.

5. **IMPACT AREA(S)**: While the component number code for “Focus Area” identifies the program the component will support, this HQMIP element addresses the “impact” the component is to have on the participants. Select the intended impact area(s) from the choices below. (Note that Impact Evaluation Procedures (HQMIP element #8) - used in this component should reflect the level(s) of impact selected below. Select all that apply)

- [ ] Study leading to deep understanding of the practice(s), standard(s), and/or process(es) targeted
- [ ] Repetitive practice leading to changes in proficiency of educator or leader on the job
- [ ] Tracking improvements in student learning growth supported by the professional learning

6. **SPECIFIC LEARNER OUTCOMES**: identify the priority study and/or on-the-job implementation outcomes. This section guides development of the implementation agreements.
7. LEARNING PROCEDURES (Methods): This HQMIP element expands on the survey 5 data choice made for state data element “251243” – Learning Method. What is described for HQMIP are more specific expectations on the experiences (the “what”) and formats/methods (the “how”) that will be used to provide participants with the knowledge and skills sufficient to implement the learner outcome of this component. This HQMIP section also guides development of participant implementation agreements1. Be as specific as possible, ensuring that those who access the component will understand the structure and methods for learning. Text here should include the learning methods code choice for staff data element “215243’. Provide specific answers to the following:

- WHAT will occur during this professional development component delivery:

- HOW will the experiences be provided to participants during this delivery:

- KEY ISSUES to be included in participant implementation agreements (should support the specific learner outcomes identified above):

8. IMPLEMENTATION/MONITORING PROCEDURES: describe the method(s) and resource(s) that will be provided to support, monitor, and enable participants to receive on-going feedback on implementation of new learning. This HQMIP element expands on staff data base code 215253. Text here should include reference to the primary implementation monitoring method code selected for data base element 215253. Include a statement that a participant’s implementation agreement will be among the resources.

1 Implementation agreements define what participant’s will do in the follow-up portion of the component (implementation). They can be district determined and part of the component or developed by participants and component providers.
9. IMPACT EVALUATION PROCEDURES: describe the processes that will be used to determine the impact of the component on areas identified in previous section titled “Impact Areas” and priority issues from “Specific Learner Outcomes” section. This description should include specific evaluation of impact decisions for each impact area identified for this component and the priority Specific Learner Outcomes. Text here should include procedures consistent with the code choice for staff development data base element 215246. (Evaluation Method Staff) and, if relevant, data base element 215248 (Evaluation Method Student)

- What methods will be used to evaluate the impact of the component on the targeted Impact Areas and Targeted Learner Outcomes?

- Who will use the evaluation impact data gathered?

Note: This HQMIP element is focused on impact. HQMIP element 10 addresses evaluation of PD design and implementation.

10. PROCEDURES FOR USE OF THE COMPONENT’S EVALUATION FINDINGS: High quality evaluation of PD requires more planning than can be reflected in staff data base elements and often requires more evaluation data than impact evaluation alone will provide. This HQMIP element expands the evaluation planning processes to enable evaluation processes that provide what is needed for a district to meet statutory and SBE rule expectations that led to “high quality”. Information on PD design and implementation puts impact evaluation data in context and enriches analyses and decision making.

Describe what will be done with the data obtained through the evaluation processes.

- What other forms of evaluation data will be gathered:
  a. What evaluation data addresses value of the PD design?
  b. What evaluation data addresses quality of implementation the PD?
  c. Who will use these aspects of PD evaluation data?

District record keeping data related to development of this component

Date approved: Click here to enter text.
Department: Click here to enter text.
Name(s) of Component Author(s): Click here to enter text.