

Title II - A Planning Template

LEA _____	School Year _____
Federal Programs Coordinator _____	
Signature of Superintendent or Designee _____	

Planning Team Members and Titles:

The plan must be developed through collaboration with teachers, including teachers in Title I schools, paraprofessionals, principals, and parents. Please list all planning team members, as well as their titles, below.

Needs Assessment Participants

1. List the names of the participants and indicate their affiliation. Teachers in Title I schools must be represented.

Name	Title	School

2. List the data sources used to analyze and determine Professional Development needs?
(Include highly qualified teacher needs)

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Needs Assessment Results

4. Summarize the key findings of the most recent needs assessment and explain which needs the district identified as having the highest priority for ESEA Title II, Part A funding.

This summary should include an assessment of the local needs for professional development and teacher recruitment and retention, including the data on which the conclusions are based. All activities proposed in the application, including class-size reduction, must be reflected in the needs assessment summary.

5. Provide a description of how the planned professional development activities will improve the teachers' ability to have a measurable impact on student academic achievement.