

## Tool 1

### District Professional Development Leadership Team

District: \_\_\_\_\_

List District PD Leadership Team members below:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Identify the responsibilities of the District PD Leadership Team:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Building-Level Professional Development Leadership Team

District: \_\_\_\_\_

List Building PD Leadership Team members below:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Identify the responsibilities of the Building PD Leadership Team:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Set a schedule for PD Leadership team meetings and add to calendar.