2020-21 PDF Quarterly Report

Three quarterly reports are due to Dan Devers [ddevers@dwd.in.gov](mailto:ddevers@dwd.in.gov) and Nancy Karazsia [nkarazsia@dwd.in.gov](mailto:nkarazsia@dwd.in.gov) on or before the 10th of October, January, and April.

During the fourth quarter, in lieu of a quarterly report, the Reflection Report and the final Local Professional Development Plan will be due on May 7, 2021.

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| **PDF Name(s) and Region(s):** | **Director Name(s):** | **Program(s):** |
| **Quarterly report for:**  October 10th (1st Qtr - July-Sept)  January 10th (2nd Qtr - Oct-Dec)  April 10th (3rd Qtr - Jan-March) | | |

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| **Performance Goal and Strategies/Activities** | | **What we did, how we did it, and why** *(Track all strategies/activities performed over the entire quarter – use bullets):* | | **Strategy/Activity Timeline Date(s):** |  | **PD Hour(s) for Staff/PDF:** |
| **Performance Goal 1**  *(List one goal and all correlated strategies/activities exactly as they appear on your local PD Plan 20-21)***:** | |  |
| **PD Plan Strategy/Activity:** | |  |
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| **Strategy/Activity Highlights**  *(List progress highlights from any of the goal’s strategies/activities. Note only the positive aspects in this section. Example; What occurred,/worked, who was involved, outcome of completed items or current standing of ongoing items, and how did it/they change/affect performance outcomes – Table 4):* | | | **Strategy/Activity Barriers**  *(List barriers that have occurred for goal’s strategies/activities. Discuss the elements that did not work and why, barrier details, buy-in issues, etc. How did it/they affect performance outcomes – Table 4):* | | | |
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| **Next Steps: What’s on the Radar?**  *(Write information that is on the radar – upcoming or needs to be done – for this goal. Write elements that are short and long term. What needs to be done before the end of PY 20-21?):* | | | | | | |
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| **Performance Goal and Strategies/Activities** | | **What we did, how we did it, and why** *(Track all strategies/activities performed over the entire quarter – use bullets):* | | **Strategy/Activity Timeline Date(s):** |  | **PD Hour(s) for Staff/PDF:** |
| **Performance Goal 2**  *(List one goal and all correlated strategies/activities exactly as they appear on your local PD Plan 20-21)***:** | |  |
| **PD Plan Strategy/Activity:** | |  |
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| **Strategy/Activity Highlights**  *(List progress highlights from any of the goal’s strategies/activities. Note only the positive aspects in this section. Example; What occurred,/worked, who was involved, outcome of completed items or current standing of ongoing items, and how did it/they change/affect performance outcomes – Table 4):* | | | **Strategy/Activity Barriers**  *(List barriers that have occurred for goal’s strategies/activities. Discuss the elements that did not work and why, barrier details, buy-in issues, etc. How did it/they affect performance outcomes – Table 4):* | | | |
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| **Next Steps: What’s on the Radar?**  *(Write information that is on the radar – upcoming or needs to be done – for this goal. Write elements that are short and long term. What needs to be done before the end of PY 20-21?):* | | | | | | |
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| **Performance Goal and Strategies/Activities** | | **What we did, how we did it, and why** *(Track all strategies/activities performed over the entire quarter – use bullets):* | | **Strategy/Activity Timeline Date(s):** |  | **PD Hour(s) for Staff/PDF:** |
| **Performance Goal 3**  *(List one goal and all correlated strategies/activities exactly as they appear on your local PD Plan 20-21)***:** | |  |
| **PD Plan Strategy/Activity:** | |  |
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| **Strategy/Activity Highlights**  *(List progress highlights from any of the goal’s strategies/activities. Note only the positive aspects in this section. Example; What occurred,/worked, who was involved, outcome of completed items or current standing of ongoing items, and how did it/they change/affect performance outcomes – Table 4):* | | | **Strategy/Activity Barriers**  *(List barriers that have occurred for goal’s strategies/activities. Discuss the elements that did not work and why, barrier details, buy-in issues, etc. How did it/they affect performance outcomes – Table 4):* | | | |
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| **Next Steps: What’s on the Radar?**  *(Write information that is on the radar – upcoming or needs to be done – for this goal. Write elements that are short and long term. What needs to be done before the end of PY 20-21):* | | | | | | |
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| **Performance Goal and Strategies/Activities** | | **What we did, how we did it, and why** *(Track all strategies/activities performed over the entire quarter – use bullets):* | | **Strategy/Activity Timeline Date(s):** |  | **PD Hour(s) for Staff/PDF:** |
| **Performance Goal 4**  *(List one goal and all correlated strategies/activities exactly as they appear on your local PD Plan 20-21)***:** | |  |
| **PD Plan Strategy/Activity:** | |  |
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| **Strategy/Activity Highlights**  *(List progress highlights from any of the goal’s strategies/activities. Note only the positive aspects in this section. Example; What occurred,/worked, who was involved, outcome of completed items or current standing of ongoing items, and how did it/they change/affect performance outcomes – Table 4):* | | | **Strategy/Activity Barriers**  *(List barriers that have occurred for goal’s strategies/activities. Discuss the elements that did not work and why, barrier details, buy-in issues, etc. How did it/they affect performance outcomes – Table 4):* | | | |
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| **Next Steps: What’s on the Radar?**  *(Write information that is on the radar – upcoming or needs to be done – for this goal. Write elements that are short and long term. What needs to be done before the end of PY 20-21?):* | | | | | | |
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| **Performance Goal and Strategies/Activities** | | **What we did, how we did it, and why** *(Track all strategies/activities performed over the entire quarter – use bullets):* | | **Strategy/Activity Timeline Date(s):** |  | **PD Hour(s) for Staff/PDF:** |
| **Performance Goal 5**  *(List one goal and all correlated strategies/activities exactly as they appear on your local PD Plan 20-21)***:** | |  |
| **PD Plan Strategy/Activity:** | |  |
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| **Strategy/Activity Highlights**  *(List progress highlights from any of the goal’s strategies/activities. Note only the positive aspects in this section. Example; What occurred,/worked, who was involved, outcome of completed items or current standing of ongoing items, and how did it/they change/affect performance outcomes – Table 4):* | | | **Strategy/Activity Barriers**  *(List barriers that have occurred for goal’s strategies/activities. Discuss the elements that did not work and why, barrier details, buy-in issues, etc. How did it/they affect performance outcomes – Table 4):* | | | |
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| **Next Steps: What’s on the Radar?**  *(Write information that is on the radar – upcoming or needs to be done – for this goal. Write elements that are short and long term. What needs to be done before the end of PY 20-21?):* | | | | | | |
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