

FLORIDA DEPARTMENT OF EDUCATION



JIM HORNE
Commissioner of Education



MEMORANDUM

To: District Staff Development Directors

From: Ava Byrne

Date: May 21, 2004

Subject: MODIFICATIONS TO INSERVICE EDUCATION DATA ELEMENTS

Independent Study as an inservice delivery method will be included in the 2004-05 school year Inservice Education Data Elements in order to allow districts time to complete alignment to their master inservice plans that are currently under way. An earlier email sent for review to selected professional development directors had Independent Study listed with a strike-through line that was not supported on all email programs. We regret the error and inconvenience this might have caused.

For the 2004-05 school year, district master inservice plans should reflect and align with the elements of the Florida Professional Development System Evaluation Protocol Standards. In specific instances where the delivery method of a required component is unable to be completely aligned with the Standards, the use of Independent Study may be considered. Every effort must be made to insure that the component is utilizing the essential elements of the Standards including proper planning for the Independent Study, follow-up to insure transfer of learning into professional practice, and evaluation of the professional development activity in relation to student achievement.

The use of Independent Study as a delivery method is not appropriate for attendance at conferences, meetings, and other activities where the other essential elements of the Standards are not being met. Attendance at conferences, academies and institutes that are planned and delivered in accordance with the Standards would fall into one of the other approved delivery methods and would not be classified as Independent Study.

For further information or clarification, please contact Henry Pollock by email at henry.pollock@fldoe.org or telephone at 850-245-0546.