



ECEAP Professional Development Plan Lead Teacher

Please see ECEAP Performance Standards
for descriptions of this position, qualifications, and professional development plan requirements.

Name _____ Supervisor _____
Position _____ Date of Hire _____

Agreement

I understand that I have been hired provisionally as a lead teacher and it is my responsibility to:

1. Obtain education to obtain ECEAP lead teacher qualifications within five years of my date of hire for this position.
2. Make yearly progress to meet the required qualifications.
3. Upon completion of this Plan, submit a Staff Qualifications Application in MERIT and email or mail in copies of my transcripts and other documentation.

Current Qualifications

List related information from diplomas or transcripts:

- Degrees or Certificates _____
- ECE Credit _____

My Plan

I intend to meet this requirement by (date) _____ by completing (check one):

- An associate or higher degree in ECE, or related degree.

Courses to be taken (continue on additional page if needed):

Course Title	Where	Credit of Hours	Completion Date

Employee Signature _____ Date _____

Supervisor Signature _____ Date _____

Copy Distribution: Personnel File and Employee