

- To ensure success for all students, include the following areas in all professional development plans: Academically and/or Intellectually Gifted (AIG), Exceptional Children (EC), English as a Second Language (ESL), and Information and Technology (IT).
- Communicate with the local testing coordinator to ensure all educators have NC Registration login capabilities. This is the same login information used to access NC FALCON.
- Collaborate with district/charter school technology staff to determine if online PLCs, digital journals, etc. are an option for the district or charter school.
- Utilize the LEA's assessment of staff's technology proficiency when planning *Common Core State Standards* and *North Carolina Essential Standards* professional development which differentiates to meet participant's needs with additional resources and training.
- In collaboration with district/charter school technology staff, ensure teachers have equitable access to technology.
- Coordinate with district/charter school technical staff when planning and delivering professional development to ensure that necessary software and hardware needs are addressed including installation, testing, and ongoing support.
- Determine that all online resources are accessible in the district/charter school. If resources are blocked due to local filtering policies, collaborate with your district/charter technical services to unblock prior to professional development.
- Provide and develop online community sharing space such as a Wiki or existing learning management system to foster collaboration, teamwork, and cross-curricular planning.
- Establish a district-level and charter school monitoring and evaluation system.
- Ensure that an evaluation is developed and made available to participants.
- Monitor and record the progress of educators who complete the online modules and face-to-face professional development on the standards.

Additional professional development resources are available on the NCDPI website at <http://www.dpi.state.nc.us/profdev/>.

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**CEU Credit  
Opportunity**

After the successful conclusion of each online learning module, participants may print a certificate of completion that includes a recommendation for renewal credit or continuing education units (CEUs). Final award of CEUs for online learning modules and/or face-to-face professional development must be approved by the local education agency (district-level and charter schools).