

Critical Action 5: Designing and Facilitating Effective Professional Learning Information-Gathering Sheet

The fifth critical action for leading educator wellness is designing and facilitating effective professional learning for staff. Use this reproducible to ensure your organization sustains a culture of continuous learning and adaptability where not only students but also teachers, administrators, and staff are engaged in ongoing learning and professional development.

Wellness team member names or school or district positions:

Interview Staff

Names of staff interviewed:

Interview prompts:

- Generally, how do you feel about the school or district's focus on improving educator wellness?
- In what training or professional learning, formal or informal, have you participated over the past two years?
- The anchor text for this initiative will be *Educator Wellness* (Kanold & Boogren, 2022).
 - Are you familiar with the four dimensions and twelve routines for professional wellness that are defined in *Educator Wellness* (Kanold & Boogren, 2022)?
 - To what extent have you received training or professional learning on this text?
- To support an initiative for improved wellness, a job-embedded and differentiated professional learning plan will be designed.
 - What are your needs related to improved wellness?
 - What topics would you like to learn related to improved wellness?
 - How do you learn best?
 - What would you want designers to know about your desired professional learning style?
 - Do you have any pieces of advice to inform the design of the professional learning plan?
- Would you be interested in working closely with the design and implementation of the strategic wellness initiative?

Gather Evidence

Gather additional evidence related to professional learning, such as copies of school-improvement or district-improvement plans; agendas; HR documents; wellness policies; data reflecting use of sick days, worker's compensation, or other lost work time; or other important artifacts.

Rate Level of Need

Recommended rating (circle one): 1 2 3

Additional notes about this rating: