

System of Professional Learning Foundational Courses

Frequently Asked Questions



1. Why are educators being asked to complete these courses?

These courses are designed to allow educators to engage in systemic professional learning as outlined by the Maryland State Department of Education in coordination with the Learning Forward Professional Learning Association. You may review the following resources for additional information:

- Review the [Maryland Statute](#) on developing and designing a new system of professional learning.
- Review the overarching information of MSDE's [Maryland's Blueprint, Pillar 2](#), and any of the other four Pillars of interest.
- Examine each of the four levels of the [PGCPS Teacher Career Ladder](#), a key element of Pillar 2, to identify personal-professional learning growth activities.

2. How many courses are included in the learning program?

There are eight high leverage topics. Four topics are provided by MSDE and four topics are provided by the Blueprint for Maryland's Future Accountability & Implementation Board (AIB). The topics are identified below:

PGCPS System of Professional Learning Foundational Courses*

<i>The Science of Learning</i>
<i>Leading Teams through a Culture of Collaborative Inquiry</i>
<i>Collaborating with Colleagues to Improve Student Achievement</i>
<i>High Quality Instructional Materials for the Classroom</i>
<i>Racial Equity and Cultural Competence</i>
<i>Evidence-based Instructional Practices for Multilingual Learners and Students with Disabilities</i>
<i>Exploring Restorative Practices and Trauma-Informed Responses for the Classroom</i>
<i>Overview or Renewing for the National Board Certified Teacher Assessment</i>

* Suggested Learning Program Order

3. Are we compensated for completing these courses?

No. Educators will receive a professional learning certificate and/or professional development points (PDPs) for the completion of each course .

4. How long are these courses and when I am expected to complete them?

Each course is approximately 90 - 160 minutes in length. The courses will remain available for educators throughout the duration of the academic year.

5. Do we receive professional learning credit for completing these courses?

Yes. Educators will receive a professional learning certificate and/or professional development points (PDPs) for the completion of each course .

6. I am pursuing my National Board Certification, but have not achieved certification. Which course should I take?

The Maintenance of Certification (MOC) course is reserved for National Board Certified educators. All other educators (pursuing, starting, or interested) should enroll in the Initial National Board Certification Teacher course.

7. The System of Professional Learning Foundational Courses do not appear on my eDoctrina Learner Dashboard. What should I do?

Please email Sharron.Duncan@pgcps.org with the subject line "SPLF Course Support."

8. I have too many Canvas courses on my dashboard. How do I navigate through them to find the course I need to access?

You can "[favorite](#)" courses you want to see and [move them around](#).

9. I am unable to complete/submit an assignment or task. What should I do?

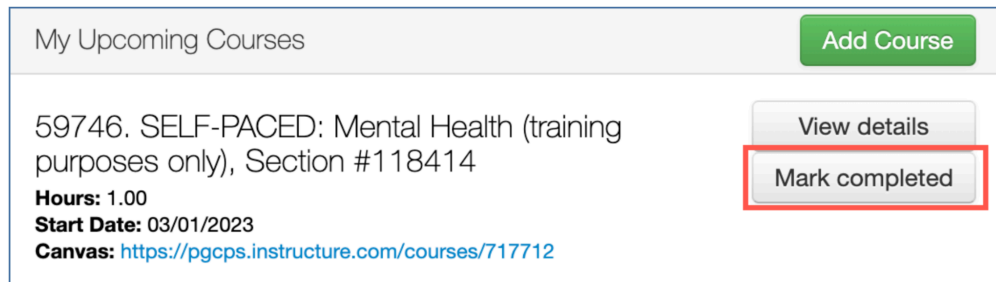
If you have difficulty completing or submitting an assignment please proceed with the following steps:

- Review/reread the assignment or course instructions. For most all course sections, previous sections and assignments must be reviewed or submitted before proceeding to the next section.*
- Refer to a school-based designee and/or colleague. The course assignments and activities must be completed in sequential order, so it is likely that another colleague has or is progressing through the course simultaneously.*
- Refer to the [Canvas Professional Learning Resource Page](#) and/or the [T3 site](#) for specific navigation instructions.*
- If all of the above resources fail, please email Sharron.Duncan@pgcps.org with the subject line "SPLF Course Support."*

10. I completed the coursework, now what do I do?

When you have completed all of the work in the course, you have one final step. You must return to eDoctrina and click the Complete Course button. This will trigger eDoctrina to verify that you have met all of the Canvas requirements. See additional steps below:

1. Log into eDoctrina.
2. Go to the My Upcoming Courses section of the Learner Dashboard.
3. Locate the course and click the Mark Completed button.



The screenshot shows a user interface for 'My Upcoming Courses'. At the top right is a green 'Add Course' button. Below this, a course entry is displayed with the following details: '59746. SELF-PACED: Mental Health (training purposes only), Section #118414', 'Hours: 1.00', 'Start Date: 03/01/2023', and 'Canvas: <https://pgcps.instructure.com/courses/717712>'. To the right of the course details are two buttons: 'View details' and 'Mark completed'. The 'Mark completed' button is highlighted with a red rectangular border.

4. A confirmation pop-up will indicate if you have successfully met the course requirements:
 - If you HAVE MET the requirements, the box will indicate Canvas grades synced and the course will be added to your transcript.
 - If you HAVE NOT MET the requirements, the box will indicate "Completion Requirements Not Met." Please return to Canvas to review the Modules for any items that are required but do not have a green checkmark. Complete the outstanding items then repeat Step 3.
5. Within 24 hours, the course will populate in My Transcripts. It will also remain visible in the Upcoming Courses section until the course end date has passed.