

Sub code to
Polston 2/5

ZTC

Professional Development Activity Request

Date 1/29/2018

Activity Request submitted by: Montel Evans (name) William Southern Elementary (school)

Activity aligns with:
District CSIP Goal: _____
 Building SIP Goal: Maximize Instruction, Intentional Rigorous Instruction, and Effectively collect and respond to data.

Activity Focus Area(s):
 Literacy Curriculum Technology
 At-risk Mathematics Instructional Strategies/Improvement

3rd grade

Funding Source(s):
 Building
 Department--- Dept. name _____
 Special Projects (District PD funds)

Approved by: (Both the PD rep and principal must sign)
 Bldg. PD rep _____
 Bldg principal _____

Professional Development Activity Description

List name of activity and briefly describe: Teach Your Heart Out Teacher Conference From the conference
Learn: Innovative Classroom Strategies, Educational Techniques, Research Based, Reigniting teachers to inspire kids!

Location Nashville, TN Date of activity March 9 & 10, 2018

Participant names Kelli Barrett, Angela Laster, Kendra Terranella

Substitute Salary
Substitute costs (\$95 per day w/benefits)
3 x 2 x 95.00 = \$ 570.00
of subs # of days \$95.00 Total

Required Forms (Must be attached to this request)
Authorized Leave Form *
(A separate form must be completed for each participant)

Staff compensation
Stipend (\$25 per hour w/benefits) _____

Time Sheet
(A separate time sheet must be submitted for each participant)

Purchased Services
Airfare (total \$) _____
Registration* (Total amount) 1,125.00
Lodging** (Total amount) 597.00

Travel Request/Reimbursement Form
Travel Request/Reimbursement Form * Please include copy of registration
Travel Request/Reimbursement Form** You will need to make your own hotel reservations.

Consultant Fee _____

Consultant Form

Materials/Supplies _____

Request for Materials and Supplies Form

Grand Total: \$ 1,722.00

Expense Summary:

Cost	Fund
_____	Building funds
_____	Department funds
_____	Special Projects

Activity:
 Approved
 Not approved

Dr. Elizabeth Savidge

Building Name: William Southern Elementary Activity Date: March 9 & 10, 2018

Please provide a brief description of your building activity including your plan for sharing. PD to be given to staff upon return.

We will share what we learned at this conference by presenting information to the staff to support our building SIP goals which include maximizing instructional time, providing intentional rigorous instruction, and effectively collecting and responding to data.

Criteria for High-Quality Professional Development

**Mark all that apply to the activity described above.*

Part I: High-quality professional development:

- actively engages teachers, over time.
- is directly linked to improved student learning so that all children may meet the Show-Me Standards at the proficient level.
- is directly linked to district and building school improvement plans.
- is developed with extensive participation of teachers, parents, principals, and other administrators.
- [*Parent participation may be at the CSIP level]
- provides time and other resources for learning, practice, and follow-up.
- is supported by district and building leadership.
- provides teachers with the opportunity to give the district feedback on the effectiveness of participation in this professional development activity.

Part II: Some types of activities that might be considered high-quality professional development if they meet the above requirements are:

- study groups.
- grade-level collaboration and work.
- content-area collaboration and work.
- specialization-area collaboration and work.
- action research and sharing of findings.
- modeling.
- peer coaching.
- vertical teaming.
- other _____

Part III: Topics for high-quality professional development may include:

- content knowledge related to standards and classroom instruction.
- instructional strategies related to content being taught in the classroom.
- improving classroom management skills.
- a combination of content knowledge and content-specific teaching skills.
- the integration of academic and vocational education.
- research-based instructional strategies.
- strategies to assist teachers in providing instruction to children with limited English proficiency to improve their language and academic skills.
- strategies to assist teachers in creating and using classroom assessments.
- instruction in the use of data to inform classroom practice.
- instruction in methods of teaching children with special needs.
- instruction in linking secondary and post-secondary education.
- involving families and other stakeholders in improving the learning of all students.
- strategies for integrating technology into instruction.
- research and strategies for the education and care of preschool children.
- research and strategies for closing achievement gaps between diverse groups of students.
- other _____

Please make a copy of this completed form for your records.