

PO 343736-20

2

Professional Development Activity Request

Date 9/25/29

Activity Request submitted by: Stephanie Jahnssen (name) Mill Creek Elementary (school)

Activity aligns with:

District CSIP Goal: Improve mathematical practices and instruction- new math model

Building SIP Goal: Follow the new ISD math model and improve problem solving

Activity Focus Area(s):

Literacy Curriculum Technology
 At-risk Mathematics Instructional Strategies/Improvement

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 Stephanie Jahnssen
 Bldg principal Lindsey Miller

Amanda Aidnik

Stephanie Jahnssen

Lindsey Miller

Professional Development Activity Description

List name of activity and briefly describe: Mill Creek would like to send 3 staff members to a Greg Tang Training.
Mill Creek has not had a staff member attend a Greg Tang training before.

Location Ovarland Park Date of activity November 20th

Participant names Stephanie Jahnssen, Amanda Aidnik and Lindsey Miller

Substitute Salary

Substitute costs (\$95 per day w/benefits)
2 x 1 x 95.00 = 190.00
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 (\$20 per hour w/benefits) ?

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

Purchased Services

Airfare (total \$) 0
Registration* (Total amount) \$807.00 (\$269 each)
Lodging** (Total amount) 0
Consultant Fee 0

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 Form

Materials/Supplies

none

Request for Materials and Supplies Form

Grand Total:

Expense Summary:	Cost	Fund
	<u>190.00</u>	Building funds
	<u>0</u>	Department funds
	<u>\$807.00</u>	Special Projects

Activity:
<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Not approved
<u>Prissy LeMay</u>

Building Name: Mill Creek Elementary Activity Date: November 20th

Please provide a brief description of your building activity including your plan for sharing. Mill Creek would love to send 2 teachers, one primary and one intermediate, and our principal to the Greg Tang training.
Our building has not had a staff member attend a Greg Tang Training before. We would benefit from the opportunity to go and learn first hand.
One of our building's SIP goals is to learn our ISD math model better and improve problem solving.
We will bring back the training and share it out at future PD meetings in our building and at staff collabs.
If the district would like us to share out at cross district, we would be willing to do that as well.

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.