

PD most likely to get results	Low likelihood PD
*Connects Pedagogy (way to teach) to Content (what to teach) to Student *Collective team effort *Focused on research-based instruction in a domain area *Data collected on how often and how well teachers are using strategy *Frequent and sustained over time *Interactive workshops rather than sit & listen conferences	*Single events with no sustained activities *No collaboration with peers to work on extending the knowledge or skills *Book study groups – discussion without demonstration or lesson planning *Make and take workshops Curriculum writing is NOT permitted in state guidelines

Name(s):
Building / Department / Team:

Professional Development Opportunity

Title / Event /Activity:

Location:

Today’s Date: _____ **Date of Event:** _____

Costs: (Note that the building may choose to only partially fund a request)

_____ **Registration**

_____ **Substitute Teacher** (\$126.00 = day \$63.00 = ½ day)

_____ **Lodging & travel** (*Mileage reimbursement for personal vehicles & use of district vehicles: \$0.39/mile*)

_____ **Other: (Not food or beverage)**

_____ **Total Request**

Date FORM B will need to be turned in.

Brief description of event/activity:

Plan: What & Why
What do you hope to learn?

Describe how this learning will improve instruction and student learning.

List the pertinent building and district goals and describe how this activity aligns with those goals. (see list on page 2)

When and how will you share?

Who is this going to benefit? How will you know if others have benefited? What data will you use?

Building team fills in this portion:

- Total dollar amount approved:
- Building expectations for your learning:

Level 1 – District Goals: Improvement in reading, math, science, technology, safe schools

Level 2 – Building goals

Level 3 – Department or Grade level goals

See Part B – Planning form to be completed *within 2 weeks* of the date of your Professional Development Opportunity