

SDC EVALUATION FORM

(Green)

I	NAME	Date
	School	Credential Expiration

PROPOSALS FOR NON-COLLEGE CREDITS, FUNDING AND/OR TIME AWAY FROM SCHOOL MUST HAVE BEEN APPROVED IN ADVANCE.

II	ACTIVITY	Date(s)
	Location	
	Hours approved in advance	Hours actually spent
	Credits verified by College Transcript / Grade Report	
Non-College Credits approved in advance by full SDC		

Assignment of Staff Development Hours (see reverse)

Use this matrix to distribute hours for the activity named above.

III	ACTIVITY		Area #1		Area #2
	Activity Title	Activity #	Endorsement Area <i>(e.g., Math)</i>	# Hours <i>Ind. Goals</i>	# Hours <i>District/School Goals</i>
	Total # Hours in each area				

IV	Did this activity help you achieve your goal? Explain.
	Applicant's Signature Date.....

ATTACH ALL RELEVANT RECEIPTS AND ITEMIZED EXPENSE LIST WITH A "SHORT GREENIE" IF REIMBURSEMENT WAS PREVIOUSLY APPROVED.

V	PRINCIPAL / SUPERVISOR			
	Hours approved	College Credits approved		
	Prior Activity # Hours received: / in # / in #
	Supervisor / Date	SDC Rep / Date	Principal / Date	

(Form continues)

VI	FULL SDC	
	Non-College Credits approved	Date
	Chairperson's Signature	Date

VII	PROFESSIONAL DEVELOPMENT ACTIVITIES	
	<ol style="list-style-type: none"> 1. Course: Graduate, Undergraduate, Non-College, Audited 2. Workshops, Institutes, Seminars, Conferences, In-Service Training 3. Critical Friends / Study Groups (40 hours) 4. Research (30 hours) 5. Publishing Professional Articles (30 hours) 6. Committee Work (30 hours) 7. Mentoring (30 hours) 8. Peer Coaching (30 hours) 9. Independent Study / Professional Reading (20 hours) 10. Professional Development Presentations (20 hours) 	<ol style="list-style-type: none"> 11. Curriculum / Program Development and/or Implementation (20 hours) 12. School to Career Partnerships (20 hours) 13. Observations / Visitations (20 hours) 14. Community Service (20 hours) 15. Involvement in Professional Associations or Networks (10 hours) 16. Travel (10 hours) 17. Alternative Track (45 hours for 3 credits) 18. Multi-Day Teacher-Led Trips (40 hours for 2 trips; 30 hours for 1 trip) <p><i>N.B. Hours shown are maximums allowed for each three-year cycle.</i></p>

VIII	AREAS EXPLANATION
	Staff Development hours required in a three-year cycle include a minimum of 75 clock hours. At least 30 hours in Area 1 must be completed for each license endorsement. At least 45 hours in Area 2 must also be completed.
	Area 1: Content — Knowledge of Subject or Field of Specialization <i>30 hours required per endorsement</i>
	Area 2: Professional Development — District and School Goals <i>45 hours required</i> Professional skills Knowledge of learners and learning Knowledge of the schools' role, organization and operations Character and citizenship education Exploratory or innovative activities Integration of technology in the school