



Activity Proposal

Professional Development Contact Hours

Part 1 - Complete Prior to Activity

Name: _____ Submission Date: _____

Job Title: _____ Job Location: _____

Grades Taught: _____

Type of License: _____

Area of Licensure: _____

Educator State ID: _____ Number of Contact Hours Requested _____

Date(s) of the Professional Development: _____

I am seeking professional development contact hours for the following:

(Please select one. Refer to Contact Hours Option Grid for detailed information.)

- National Board for Professional Teaching Standards Certification
- Professional Teaching Portfolio
- Publication of Original Work - I.e. book, journal, article, software, research, curriculum unit
- Grant Writing
- Professional Committee
- Peer Coaching
- Resident Educator Mentor
- Cooperating Teacher for Student Teachers
- Curriculum and Course of Study development/revision
- Develop Course Assessment (pre/post course) i.e. SLO
- School Improvement Initiatives
- Professional Reading/Study Group
- Professional Development Presenter
- Teaching a College Course/Adult Education Course
- Action Research
- Educational Project
- Educational Travel

Description of Professional Development and Rationale for selecting this activity:

Individual Professional Development Plan goals applicable to this activity:

Select the Ohio Professional Development (PD) Standards you expect to address:

Select all that apply.

Standard 1. This PD will occur within a learning community committed to continuous improvement, collective responsibility, and goal alignment.

Standard 2. This PD will require me to develop capacity, advocate, and create support systems for professional learning.

Standard 3. This PD will engage me in prioritizing, monitoring and coordinating resources for educator learning.

Standard 4. This PD will engage me in using a variety of sources and types of student, educator and system data to plan, assess and evaluate professional learning.

Standard 5. This PD will integrate theories, research and models of human learning to achieve its intended outcomes.

Standard 6. This PD will apply research on change and sustain support for implementation of professional learning.

Standard 7. This PD will align its outcomes with educator performance and student curriculum standards.

You are required to provide evidence supporting your work. Check the documentation you will submit at the end of the activity.

Certificate of attendance

Reflection journal

Time log

Agenda with specific dates & times

Conference program with attended sessions identified

Transcripts or grade reports

Original work related to PD: portfolio, lesson plans, curriculum documents, grants, academic articles, etc.

Other: (Specify):

Activity Proposal Review and Approval of Part 1

- LPDC Use ONLY -

Credit Activity Proposal

Approved **Revise/Resubmit** **Rejected**

Reasons for proposal not being approved:

LPDC Chair Signature: _____ **Date:** _____



Activity Proposal - Proof of Completion

Professional Development Contact Hours

Part 2 - Submit after Activity is complete.

Name: _____

Date(s) of the Professional Development: _____

Select the Ohio Professional Development (PD) Standards you addressed in this PD Experience and answer the questions. *Answer only those which apply to this PD Experience.*

Standard 1: In what ways did this PD occur within a learning community committed to continuous improvement, collective responsibility and goal alignment?

Standard 2: How did this PD require you to develop capacity, advocate, and create support systems for professional learning?

Standard 3: How did this PD engage you in prioritizing, monitoring and coordinating resources for educator learning?

Standard 4: In what ways did this PD engage you in using a variety of sources and types of student, educator and system data to plan, assess and evaluate professional learning?

Standard 5: In what ways did this PD integrate theories, research and models of human learning to achieve its intended outcomes?

Standard 6: In what ways did this PD apply research on change and sustain support for implementation of professional learning?

Standard 7: How does this PD align its outcomes with educator performance and student curriculum standards?

II. Identify and attach documentation to evidence completion of the PD experience.

Submitted documentation: *(Check all that apply.)*

Certificate of attendance

Reflection journal

Time log

Agenda with specific dates & times

Conference program with attended sessions identified

Transcripts or grade reports

Original work related to PD: portfolio, lesson plans, curriculum documents, grants, academic articles, Etc.

Other: (Specify):

Activity Proposal - Proof of Completion Review and Approval of Part 2

- LPDC Use ONLY -

Credit Activity Proposal

Approved **Revise/Resubmit** **Rejected**

Reasons for proposal not being approved:

LPDC Chair Signature: _____ **Date:** _____