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## AGREEMENT BETWEEN SOUTH COOK INTERMEDIATE SERVICE CENTER AND SUB-CONTRACTOR FOR PROFESSIONAL DEVELOPMENT ACTIVITIES

I, \_\_\_\_\_ representing  
*Name of Individual Representing the Provider (Subcontractor)*

\_\_\_\_\_  
*Name of Provider (organization, company, individual, etc.)*

agree to work as a PD Provider (subcontractor) under **South Cook Intermediate Service Center** for the period of time beginning \_\_\_\_\_ and ending \_\_\_\_\_ and agree to:

Provide a rationale for each professional development activity offered for license renewal credit showing alignment to *Learning Forward* standards, as well as any appropriate teaching, learning, or leadership standards. The rationale must also link each PD activity to at least one of the following purposes: 1) increase the knowledge and skills of the school and district leaders who guide continuous professional development; 2) improve the learning of students; 3) organize adults into learning communities whose goals are aligned with those of the school and district; 4) deepen educator's content knowledge; 5) provide educators with research-based instructional strategies to assist students in meeting rigorous academic standards; 6) prepare educators to appropriately use various types of classroom assessments; 7) use learning strategies appropriate to the intended goals; 8) provide educators with the knowledge and skills to collaborate; and 9) prepare educators to apply research to decision-making.

Maintain an attendance list for six fiscal years (hard copy or electronically) with the name and Illinois Educator Information Number (IEIN) for each participant, the title of the PD activity, the date(s), start time, end time, and total number of PD hours provided. This will be submitted to the approved provider upon request. A copy of the sign in sheet will be forwarded to South Cook upon workshop completion, along with a fee of \$10 per participant. This cost must be included in your original participant cost.

Ensure that all activities for renewal credit are developed and presented by persons with education and experience in the applicable content areas.

South Cook will provide your participants with an electronic Evaluation Form 77-21A. Once your participants have completed the evaluation, they will be directed to Evidence of Completion Form 77-21B identifying the Approved Provider as South Cook ISC and your organization as the Provider. Participants will be able to print a hard copy or download a digital copy for their records. Credit should be awarded as Professional Development (PD) Clock Hours and may be issued in increments of at least one-quarter hour. You will receive a copy of the Evaluation data for your records.

Annually submit to the Approved Provider an explanation of how each PD activity most likely impacted one or more of the following: 1) educator and student growth in regards to content knowledge or skills, or both; 2) educator and student social and emotional growth; or 3) district or school improvement.

No credit will be provided for any professional development activity that is designed for entertainment, motivational, promotional or inspirational purposes.

\_\_\_\_\_  
*Signature of Representative of Provider (Subcontractor)*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Representative of State-Approved Provider*

\_\_\_\_\_  
*Date*