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Professional Development Activity Approval Request Form

Directions: From each professional development activity for which renewal PD Hours are awarded, complete this template (or an electronic format) and keep in your records along with the attendance list. **Use your "Mouse" or "Tab" key to move through the fields and check boxes. After completing last field, save document for your organization and submit an electronic copy to us with a copy of your sign-in documentation to SCISC.**

NAME OF APPROVED PROVIDER	REGION, COUNTY, DISTRICT, TYPE CODE
South Cook ISC4	ROE7, South Cook ISCE, #100289
NAME OF PROVIDER	NAME OF ACTIVITY
DATE(S) OF ACTIVITY	LOCATION OF ACTIVITY
PROFESSIONAL DEVELOPMENT HOURS	INTENDED AUDIENCE

1. Course Description.

2. Write a statement showing the **relationship** between the content of the PD activity, specific relevant standard(s) and at least **one** of the following criteria established for PD activities:

- Engages participants over a sustained period of time allowing for analysis, discovery, and application as they relate to student learning, social or emotional achievement, or wellbeing; **or**
- Aligns to the licensee's performance (evaluation); **or**
- Includes outcomes that relate to student growth or district improvement; **or**
- Aligns to state-approved standards; **or**
- Are college courses.

3. Explain the intended impact on student learning or well-being.

4. Identify any of the following criteria that apply to this PD activity:

- Increases the knowledge and skills of school and district leaders who guide continuous professional development; or
- Improves the learning of students; or
- Deepens educator's content knowledge; or
- Uses learning strategies appropriate to the intended goals; or
- Organizes adults into learning communities whose goals are aligned with those of the school and district; or
- Provides educators with researched-based instructional strategies to assist students in meeting rigorous academic standards; or
- Prepare educators to appropriately use various types of classroom assessments.

5. Identify the professional development standards to which the activity aligns:

- Learning Communities - committed to continuous improvement, collective responsibility, and goal alignment
- Leadership - skillful leaders who develop capacity, advocate, and create support systems for professional learning.
- Resources - requires prioritizing, monitoring, and coordinating resources for educator learning.
- Data - uses a variety of sources and types of student, educator, and system data to plan, assess, and evaluate professional learning.
- Learning Designs - integrates theories, research and models of human learning to achieve its intended outcomes.
- Implementation - applies research on change and sustains support for implementation of professional learning for long - term change.
- Outcomes - aligns its outcomes with educator performance and student curriculum standards.