

Greenfield-Central Community School Corporation

PROFESSIONAL DEVELOPMENT AND SERVICE CREDITS APPLICATION

Name: _____ Date: _____

Building Assignment: _____

Please refer to your copy of the Professional Development Policy when completing this application.

- Use a separate application for each type of credit. Check only one number for each application.
Completed applications must be on file in the Administration Center on or before March 31 in order to be considered for the following year's contract.
An application shall be considered complete only when supporting evidence is attached
Twelve (12) PD credits equal one (1) index. One index only is allowed in any three year period.

PROFESSIONAL DEVELOPMENT

- College or university course(s) for credit. (12 semester or 16 quarter hours credit equal one index.) Pre-approval may be required. See PD Program brochure.
College or university course(s) for audit. (Half credit for each college hour.)
Workshop sponsored by an accredited college or university. (One credit for each college hour.) Also, non-credit three-day workshops may be approved. (Two credit maximum during any three-year period for non-credit workshop.)
Educational conferences, clinics, conventions, or in-service training. (One credit for 18 hours, which may include six evenings, OR six half-day sessions, OR three all-day sessions.)
Educational trip of one week or more, covering a minimum of 1,000 miles round trip. (Credit equal to college credit on college or university sponsored trips; OR all other trips will receive a maximum of one PD credit in any three-year period.) An application for credit for an educational trip must be submitted and filed with the Superintendent at least two weeks before the planned trip.

PROFESSIONAL SERVICE

Total credit for professional service in the section below shall not exceed 9 credits in any three year period.

- Curriculum development committee. (Maximum of two credits may be earned in any three-year period.)
Textbook adoption committee. (Maximum of two credits may be earned in any three-year period.)
Authorship of published article in a publication of general circulation, under copyright laws. (Maximum of two credits in any three-year period.)
Private tutoring. (Maximum of three credits per year or nine credits in any three-year period.) See PD Program brochure for specific guidelines.
Development and sponsorship of new curricular/extra-curricular program. Minimum of twelve hours outside regular school day. (Maximum of one credit during any three-year period.)
Professional service to the school/school corporation. (Maximum of three credits per year may be earned with a limit of six credits in any three-year period.)
Leadership in regional, state, or national professional organizations or presenting at educational conferences/workshops. (Maximum of two credits per year or six credits in any three-year period.)

Number of Credits Requested: []

The Superintendent will approve or deny this request. The white copy will remain in the Administration Center; the yellow copy will be returned with documentation to the teacher; and the pink copy will be sent to the Classroom Teachers Association.

Credit Approved: [] Credit Denied: []

Superintendent Signature _____ Date _____