

## Professional Development Activity Approval Request Form

Name	Address, City, State
e-mail	Phone

Indicate which category applies to you: Individual educator \_\_\_ School District \_\_\_  
PD Consultant \_\_\_ College/University \_\_\_

### Course Summary

Course Title: \_\_\_\_\_

Course Description:

Date of Activity: \_\_\_\_\_ Location: \_\_\_\_\_

Professional Development Time: \_\_\_\_\_ Hours \_\_\_\_\_ Minutes

Indicate from the following which **National Professional Learning Standard** (<http://learningforward.org/standards-for-professional-learning>) this Professional Development aligns to: (check all that apply)

- This activity made use of **Learning Communities** committed to continuous improvement, collective responsibility, and goal alignment.
- This activity shared **Resources** to increase educator knowledge base.
- This activity shared **Learning Designs** to improve knowledge of theories, research, and models of human learning to achieve its intended outcomes.
- This activity focused on using **Outcomes** that increases educator effectiveness and results for all students.
- This activity focused on **Leadership** that develops capacity, advocates, and create support systems for professional learning.
- This activity focused on using **Data** from a variety of sources to plan, assess, and evaluate professional learning.
- This activity focused on sustained **Implementation** of procedures and practices to promote long-term change.

Provide a rationale as to how this Professional Development aligns to the state approved National Standards for professional learning selected above:

Indicate from the following which your Professional Development aligns to: (check all that apply)

- Increase the knowledge and skills of school and district leaders who guide continuous professional development.
- Will lead to improved learning for students.

- Addressed the organization of adults into learning communities whose goals are aligned with those of the school and district.
- Deepen educator's content knowledge in one or more content (subject) areas.
- Provide educators with researched-based instructional strategies to assist students in meeting rigorous academic standards.
- Prepare educators to appropriately use various type of classroom assessments.
- Use learning strategies appropriate to the intended goals.
  - Provide educators with the knowledge and skills to collaborate.
- Prepare educators to apply research to decision-making.

**Indicate which of the following statement(s) are addressed by this professional development activity:**

- Activities are of a type that will engage participants over a sustained period of time allowing for analysis, discovery, and application as they relate to student learning, social or emotional achievement, or well-being.
- Professional development aligns to the licensee's performance.
- Outcomes for the activities relate to student growth or district improvement.

**and**

Activities align to State-approved standards for professional learning

- Professional Development Standards
- Illinois Content Area Learning Standards
  - Professional Educator Standards
- Illinois Professional Leader Standards
- This activity was higher education coursework.

**Produce a rationale for the activity that explains how it aligns to the state learning standards:**

Please Sign and Date (Include Title/Position)

\*Submit to your \_\_\_\_\_ no later than thirty days prior to workshop.

\*If approved, evidence of completion form will be issued upon receipt of ISBE form 77-21A (Evaluation form), sign in sheet, agenda, and payment of provider fees established by the office. Inquire with ROE or ISC for listing of provider fees.