

NORTH PANOLA SCHOOL DISTRICT

"Leadership • Collaboration • Innovation"

Chad Spence, Superintendent



Professional Development Request Form

Name:

School:

Date Submitted:

Date of Event:

Title or Topic of Session:

District Initiatives/goals/topics addressed:

How many professional development sessions have you attended this year?

Will you be requesting transportation from the district?

Estimated Cost of Attendance *(must match attached requisitions)*

Registration:

Meals:

Hotel Accommodations:

Travel:

Teacher Signature:

Date:

Principal Signature:

Date:

Superintendent/Designee:

Date:

Federal Programs/District:

Date:

Professional Development Request Denied

Signature:

Date:

***Attach documentation for of conference/sessions/etc.**

For School Office Use Only

Professional Development Request form with documentation	Requisition for hotel accommodations with documentation	Requisition for registration with documentation	Requisition for travel/per diem with documentation	Uniform Leave Form with documentation

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