

DERRY AREA SCHOOL DISTRICT
DERRY, PENNSYLVANIA 15627

REQUEST TO ATTEND EDUCATIONAL CONFERENCE OR CONVENTION

REQUESTS FOR OVERNIGHT CONFERENCES MUST BE SUBMITTED AT LEAST TWO WEEKS PRIOR TO A SCHEDULED BOARD MEETING

NAME(S) _____ SCHOOL _____ TODAY'S DATE _____

TITLE OF CONFERENCE/CONVENTION: _____

Please Register Me (form attached) I will register myself

SPONSORED BY (INDICATE ORGANIZATION) _____

Will Organization be giving you Act 48 credit/hours? YES NO, DASD will report.

LOCATION (CITY) _____ STATE _____ DATE(S) _____

DATE(S) EMPLOYEE WILL BE ABSENT FROM SCHOOL _____ DATE(S) SUBSTITUTE NEEDED _____

PURPOSE OF ATTENDING _____

(A COPY OF PROGRAM / AGENDA FOR THIS CONFERENCE/CONVENTION SHOULD BE ATTACHED TO THIS APPLICATION.)

ESTIMATED EXPENSES:

TRAVEL: PRIVATE VEHICLE _____ MILES x \$ 0.575 PER MILE = \$ _____

PUBLIC TRANSPORTATION \$ _____ BY _____ (bus, airline, etc.)

MEALS AND GRATUITIES _____ ROOM _____

REGISTRATION _____ MISCELLANEOUS (itemize) _____

TOLLS AND PARKING _____

SUBSTITUTE SALARY (\$90/Day) _____ TOTAL _____

LAST OVERNIGHT CONFERENCE ATTENDED _____

LOCATION _____ DATE _____

REVIEWED BY - DEPARTMENT CHAIRMAN/INSTRUCTIONAL LEADER _____ DATE _____

APPROVED () REJECTED () BY PRINCIPAL _____ DATE _____

BUDGETED: YES , BUDGET CODE: _____ NO

APPROVED () REJECTED () SUPERINTENDENT _____ DATE _____

APPROVED FOR ACT 48 HOURS: YES , # Hours Eligible _____ NO

APPROVED () REJECTED () BOARD OF EDUCATION _____ DATE _____

FUNDING SOURCE - TO BE COMPLETED BY SUPERINTENDENT:

DISTRICT _____ FEDERAL _____ OTHER _____

A STATEMENT OF ACTUAL EXPENSES, INCLUDING RECEIPTS FOR ROOM, TRAVEL, TOLLS, ETC., IS TO BE SUBMITTED TO THE BUSINESS OFFICE WITHIN 14 DAYS OF CONFERENCE OR CONVENTION ALONG WITH THE CONFERENCE/CONVENTION/ACTIVITY SUMMARY REPORT FOR BOARD REVIEW. **IN ADDITION, ACT 48 HOURS WILL NOT BE GIVEN UNLESS THE ABOVE MENTIONED SUMMARY REPORT & A CERTIFICATE / PROOF OF ATTENDANCE ARE SUBMITTED TO THE ASSISTANT SUPERINTENDENT'S OFFICE.**

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Print Name: _____ PPID: _____ Grade Level/Dept. _____

CONFERENCE/ACTIVITY EVALUATION

1 Title of Workshop or Activity Completed: _____

2 Dates of Attendance: _____ Start Time: _____ End Time: _____

3 Name of Presenter: _____

4 Brief Description: _____

5 Which Professional Education Action Plan does this activity address? (check one)

- Assessment
- Strategies to align curriculum, instruction & assessment to the standards
- Gaining knowledge and improving proficiency in content area and/or area of professional responsibility
- School Safety & Wellness
- Strategies aligned to effective teaching and raising student achievement
- Special Education
- Technology Integration
- Technology - Student Information

6 Please list four things you have learned or will take back to your classroom from this activity:

6a _____

6b _____

6c _____

6d _____

7 Please evaluate the impact this activity will have on your role in education:

- Very significant Significant Some None

SIGNATURE _____

DATE SUBMITTED _____

PRINCIPAL'S SIGNATURE _____

SUPERINTENDENT'S SIGNATURE _____

Total Act 48 Hours Approved:

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SIDE 1

PROFESSIONAL STAFF:

THIS EVALUATION MUST BE COMPLETED & SIGNED IN ORDER TO RECEIVE ACT 48 HOURS

Not Eligible for Act 48

Teaching & Learning Professional Development

- Teaching Techniques & Strategies
- School & Community Collaboration
- OPEN Education (LSI Online)
- Interdisciplinary
- Individualized Instruction
- Behavior Objectives/Discipline

Standards Area Curriculum & Assessment

- Curriculum Development
- Classroom Assessment
- Data Analysis
- Instructional Decision Making
- Evaluation

Academic Content Studies:

- _____

Technology

- Computer & Information Technology
- Technology Education

Student Social & Health Issues

- Drugs/Alcohol
- CPR/First Aid
- Guidance Counseling
- School Nursing
- Educational Specialist
- Resiliency

School Administration (Non PIL)

- School Law
- School & Community Collaboration
- Evaluation
- School Leadership & Advocacy
- Data Analysis
- Standards Based Systems (Theory & Design)

State Learning Standards: Please check at least one

Domain 1: Planning and Preparation

- D1a: Demonstrating Knowledge of Content and Pedagogy
- D1b: Demonstrating Knowledge of Students
- D1c: Setting Instructional Outcomes
- D1d: Demonstrating Knowledge of Resources
- D1e: Designing Coherent Instruction
- D1f: Designing Student Assessments

Domain 2: The Classroom Environment

- D2a: Creating an Environment of Respect and Rapport
- D2b: Establishing a Culture for Learning
- D2c: Managing Classroom Procedures
- D2d: Managing Student Behavior
- D2e: Organizing Physical Space

Domain 3: Instruction

- D3a: Communicating with Students
- D3b: Using Questioning and Discussion Techniques
- D3c: Engaging Students in Learning
- D3d: Using Assessment in Instruction
- D3e: Demonstrating Flexibility and Responsiveness

Domain 4: Professional Responsibilities

- D4a: Reflecting on Teaching
- D4b: Maintaining Accurate Records
- D4c: Communicating with Families
- D4d: Participating in a Professional Community
- D4e: Growing and Developing Professionally
- D4f: Showing Professionalism

PA State Standards

- Arts & Humanities
- Career Education and Work
- Civics and Government
- Economics
- Environment and Ecology
- Family and Consumer Sciences
- Geography
- Health, Safety and Physical Education
- History
- Mathematics
- Reading, Writing, Speaking, and Listening
- Science and Technology
- World Languages Business,
- Computer and Information Technology (BCIT)
- NOT APPLICABLE