

## **Check List for Professional Development Activity Approval**

- \_\_\_\_\_ 1 Professional Development Activity Approval Form
- \_\_\_\_\_ 2. Description of the course/workshop/activity
- \_\_\_\_\_ 3. Which endorsement(s) this activity addresses
- \_\_\_\_\_ 4. Which of your IPDP goals does this activity address? Please attach a copy of your IPDP, and addendum, if appropriate.
- \_\_\_\_\_ 5. Which of the Five Standards for Vermont Educators this activity addresses
- \_\_\_\_\_ 6. Number of hours attended matches credit requested
- \_\_\_\_\_ 7. Certificate of attendance and/or grade report
- \_\_\_\_\_ 8. Final narrative using the reflections guideline below
- \_\_\_\_\_ 9. Five copies of this final narrative, plus the original

### **Reflections Guideline**

- Explain how this professional development activity is related to one or more of your goals on your IPDP.
- Reflect upon your new learning and its impact upon professional practice.
- Reflect upon how changes in your professional practice have impacted student performance.