

CRENSHAW COUNTY PUBLIC SCHOOLS
APPLICATION FOR PROFESSIONAL LEAVE

Employee: _____

School: _____

I hereby request permission to attend: _____

(Specify workshop, professional training, etc., also attach an agenda)

Alabama Professional Development Standard: _____

Location: _____ Date(s) _____

Funding Source: _____

***Reimbursement requested for:**

_____ Registration (specify amount) \$ _____

_____ Mileage

_____ Lodging (specify amount) \$ _____

_____ Per Diem

_____ Substitute (#of days) _____

Approved: _____ Date: _____
(School Committee Member)

Approved: _____ Date: _____
(Principal)

Approved: _____ Date: _____
(Program Director, if applicable)

Approved: _____ Date: _____
(Superintendent)

Note: This form must be in the superintendent's office no later than **10 days prior** to the date of leave. No leave request for more than (3) days will be approved without prior approval of the Board of Education.

Alabama Standards for Professional Development (Abridged)
Alabama Administrative Code 290-4-3-.01

Standard 1: Effective professional development organizes adults into learning communities whose goals are aligned with those of the school, the system, and the state.

Standard 2: Effective professional development requires knowledgeable and skillful school and system leaders who actively participate in and guide continuous instructional improvement.

Standard 3: Effective professional development requires resources to support adult learning and collaboration.

Standard 4: Effective professional development uses disaggregated student data to determine adult learning priorities, monitor progress, and help sustain continuous improvement.

Standard 5: Effective professional development uses multiple sources of information to guide improvement and demonstrate its impact.

Standard 6: Effective professional development prepares educators to apply research to decision making.

Standard 7: Effective professional development uses learning strategies appropriate to the intended goal.

Standard 8: Effective professional development applies knowledge about human learning and change.

Standard 9: Effective professional development provides educators with the knowledge and skill to collaborate.

Standard 10: Effective professional development prepares educators to understand and appreciate all students; creates safe, orderly, and supportive learning environments; and holds high expectations for their academic achievement.

Standard 11: Effective professional development deepens educators' content knowledge, provides them with research-based instructional strategies to assist students in meeting rigorous academic standards, and prepares them to use various types of classroom assessments appropriately.

Standard 12: Effective professional development provides educators with knowledge and skills to involve families and other stakeholders appropriately.