

Gadsden County School Board

PROFESSIONAL DEVELOPMENT AUTHORIZATION

Section A – PERSON REQUESTING TRAINING

Today's Date: _____

Position: _____

Name: _____

Office Phone Number: _____

Worksite: _____

Section B - TRAINING

Training Date: _____ Training Time: _____

Training Location: _____

Name of Training: _____

Training Audience: _____

Consultant/Facilitator Contact Information: _____

Telephone Number: _____ Email Address: _____

Section C – ROOM REQUEST FOR MAX D. WALKER BUILDING

Curriculum Library

Board Room

Media & Technology Center

Section D – TECHNOLOGY REQUIREMENTS

EQUIPMENT: Computer Number Needed _____

Laptops Number Needed _____

Projector Screen Speakers Whiteboard

Web Address/URL _____

Section E – APPROVALS

Director of Personnel & Staff Development _____
Signature

Date: _____

Approved Denied

Director of K-12 Education _____
Signature

Date: _____

Approved Denied

Superintendent of Schools _____
Signature

Date: _____

Approved Denied