

June Self-Selected In-service Credit

I wish to participate in a June ____, 20__ workshop to be credited as self-selected in-service for the upcoming school year. The workshop is described below:

This session meets the Tennessee Approved Activities for In-service:

1. In-service activities designed to develop the competencies of apprentice or probationary teachers.
2. Instructional assessment and improvement studies.
3. Workshops and/or other activities based on the assessed needs of a school or school system.
4. Development and coordination of system and school-wide curriculum.
5. Conducting staff development programs/activities that are consistent with needs identified at the building and/or system level.
6. Studies of: teaching methods and strategies, classroom management, child development, curriculum and instruction, motivation, community involvement, planning and evaluation.
7. Workshops, seminars, institutes, state sponsored activities, teacher-center activities, professional organization sponsored activities, and college or university sponsored activities which are related to a teacher's assignment or to a school's or system's objectives. (To validate these activities, a written record of attendance/participation must be maintained.)
8. Specific training for instructional assignments.
9. Service as a free consultant to other schools and LEAs, excluding travel time.

Non-Approvable Activities for In-service

1. Parent-teacher conferences.
2. Teachers working in their rooms.
3. Putting grades on permanent record forms.
4. Business meetings for a professional association.
5. Coaching clinics/cheerleading clinics.
6. College courses for credit.

These are not meant to be comprehensive lists. Only those activities which are most frequently asked about are addressed.

I understand that my participation in a June workshop can only be credited on the upcoming year-end self-selected in-service and/or SACS credit forms, if approved by my principal. It is my responsibility to secure principal approval and document this workshop for self-selected in-service credit in April of the upcoming school year.

Date

Signature