



NORTH PANOLA SCHOOL DISTRICT

Central Office

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Cedric Richardson, Superintendent

“Providing a Quality Education for All Students”

PROFESSIONAL DEVELOPMENT REQUEST NORTH PANOLA SCHOOLS

1. Name _____ 2. School _____

3. Date Submitted _____

4. Title or Topic of Session _____

5. Proposed Location and Date of Session _____

6. What district initiatives/goals/topics will be addressed?

7. How many professional development sessions have you attended this year? _____

8. Estimated cost (must match attached requisitions):

Registration \$ _____

Meals \$ _____

Hotel accommodations \$ _____

Travel \$ _____

Teacher Signature

Date

Principal Signature

Date

Superintendent/Designee

Date

Federal Programs/District

Date

9. Professional Development Request Denied _____

Signature and Date

***Attach documentation of session.**

For School Office Use Only:

Professional Development Request form with documentation	Requisition for hotel accommodations with documentation	Requisition for registration with documentation	Requisition for travel/per diem with documentation	Uniform leave form with documentation

*Vision: To become an A-rated district with all A-rated schools
“Leadership, Collaboration, Innovation”*