

## Professional Development Course - Approval Application

There are many teachers in the Norwood Public Schools with a particular expertise or area of interest. It is our hope to encourage these teachers to share with their colleagues through professional development workshops, course or other activity. Please keep in mind the fact that at least **ten** (10) hours on a topic are needed so that participants may earn professional development points. Priority will be given to those proposals which align with district and school improvement plan goals that may be found on our website.

Please complete the information below.

Name: \_\_\_\_\_ Title: \_\_\_\_\_

School: \_\_\_\_\_ Date submitted: \_\_\_\_\_

Activity (course, workshop, study group, other): \_\_\_\_\_

Please attach to this form:

1. A description that may be used to publicize the course.
2. A detailed description of the workshops/course/activity including:
  - What new knowledge and skills educators will learn as a consequence of their participation
  - Alignment of new knowledge and skills to district/school goals
  - How new knowledge and skills will be manifested in their professional practice
  - What specific activities will lead to this learning
  - How participants' new knowledge and skills will affect student performance
  - How participants will evaluate the program's impact on student performance
  - A description of technology components (see technology staff if you need ideas on how to appropriately integrate technology into your program)

**Target Audience:** \_\_\_\_\_

**Number and length of sessions:** \_\_\_\_\_

\_\_\_\_\_

**Days and dates:** \_\_\_\_\_

\_\_\_\_\_

**Location:** \_\_\_\_\_

**Justification for more than one teacher for the course (if applicable):**

\_\_\_\_\_

**Other anticipated costs beyond presenter fee:** \_\_\_\_\_

\_\_\_\_\_