

Professional Development Credit Guide for Licensed Staff

Every professional development activity for which licensure credit is awarded must meet one of the state-approved national standards for professional learning promulgated by *Learning Forward*. According to those standards, professional learning that increases educator effectiveness and results for all students:

- 1) Occurs within learning communities committed to continuous improvement, collective responsibility and goal alignment.
- 2) Requires skillful leaders who develop capacity, advocate and create support systems for professional learning.
- 3) Requires prioritizing, monitoring and coordinating resources for educator learning.
- 4) Uses a variety of sources and types of student, educator and system data to plan, assess and evaluate professional learning.
- 5) Integrates theories, research and models of human learning to achieve its intended outcomes.
- 6) Applies research on change and sustains support for implementation of professional learning for long-term change.
- 7) Aligns its outcomes with educator performance and student curriculum standards.

In accordance with the Learning Forward standards, District 113A will award professional development credits for licensure as noted in the chart below.

District 113A Professional Activity	Learning Forward Goal/s	# PD Hours (awarded in 15 minute increments)
Trainer: Training for New Teachers ^a	1-7	2 hours per every hour of presentation
Trainer: District-Sponsored Professional Activity (e.g., SIP, Institute) ^a	1, 3, 4, 5, 6, 7	2 hours per every hour of presentation
Facilitator: Facilitated Book Study/Online Forum ^a	1, 3, 5, 6	1 hour per every hour of in-person/online
Participant: New Teaching Training	1, 5	actual presentation time
Participant: District-Sponsored Professional Activity	1, 2, 4, 5, 6, 7	actual presentation time
Participant: Facilitated Book Study/Online Forum	1, 2, 6, 7	actual in-person/online discussion time
College Coursework: IL College/University with Teacher Prep Program	5	1 semester hour = 15 PD hours ^b
Mentor	1	10 ^c
Curriculum Development on Formal District Team	1, 7	case-by-case
Conference/Workshop: By an IL Approved Provider	1-7	case-by-case
Supervising Clinical Student or Student Teacher	Credit (if available) will be issued by college/university.	
College Coursework: Out-of-State College/University	Credit may be awarded by district with district pre-approval. ^d	
Conference/Workshop: NOT an IL Approved Provider	Credit may be awarded by district with district pre-approval. ^d	

^aThe [District 113A Professional Development Activity Approval Form](#) must be submitted by trainers/facilitators who wish to conduct an activity for professional credit; credit for trainer/facilitator is available for initial training only.

^bEvidence will be the official transcript from the college/university.

^cCredit will be awarded for a minimum of 10 hours of documented formal coaching plus recorded observations, pre-conferences and post-conferences.

^dThe [District 113A Professional Development Activity Approval Form](#) must be submitted and approved in advance of activity for credit to be issued by district.