

SAU 16 ACTIVITY COMPLETION FORM Implementation Activities for Individual In-Service Plan

Please submit upon activity completion:

Jane Doe Goal: To improve my computer.
Name _____

CMS/Exeter
School/Town _____

Using the Internet in the Classroom my students for research in my classroom.
Title of Activity _____

Concord, NH
Location of Activity _____

April 19 and April 20/2002 (Sat. and Sun.)
Dates Attending _____

9:00 – 4:00 each day
Time _____

Jane Doe Signs here
Employee's Signature _____

MUST HAVE THIS SIGNATURE
Administrator's Signature _____

Signature from conference, Certificate of Completion, Transcript * _____

Verifying Official or Certificate of Completion or Transcript _____

How this activity relates to my goal(s): I will be learning the internet and use it with

Hrs _____ Crs _____

1. Knowledge of Field/Subject (30 hours each certification)
(20 hours for Paraprofessionals)

Certification #1 English

Certification #2 _____

Certification #3 _____

Certification #4 _____

Distribute the remaining 45 hours among one or more of #s 2 – 7

Paraprofessionals distribute the remaining 30 hours among one or more of #s 2 – 7

2. Character/Citizenship

3. Professional Skills

4. Knowledge of Learners and Learning

5. Knowledge of School Role

6. Exploratory or Innovative Activities

7. Technology

* Total Professional Development

* How Many for Increment?

Return signed form to your Professional Development Representative. A copy will be returned to you for your records.

Professional Development Approval

Activities: Circle one
(maximum hours are in parentheses after each category)

Workshops, conferences, etc. *
Follow-up from workshops(30)
Workshop presentations *
College courses *
Curriculum development (30)
Research (30)
Action Research (30)
Professional Reading (30)
Instructional Video (30)
Published Professional Articles (30)
Travel (30)
Travel - World Language Professionals**
Observation (30)
Active Committee Work *
Study Group *
Peer Coaching **
Mentoring **
ED 500 Student (5 per semester)
Intern (15 per semester)
World Language **

* Unlimited Hours
** See Administrator

All lines need to be filled in prior to submitting to Professional Development Representative(s)