

In-Service Roster Request Form

Please allow 5 working days to process request.

Workshop Title: _____

Date(s) of Workshop: _____

Instructor's Name: _____

Location of Workshop: _____

Beginning Time of Workshop: _____

Ending Time of Workshop: _____

Lunch Times: _____

Primary Purpose: _____

Learning (Delivery) Methods

(see below & reverse side – choose one): _____

Implementation (Follow-up) Methods

(see below & reverse side – choose one): _____

Evaluation Methods – Staff/Participant

(see below & reverse side – choose one): _____

Evaluation Methods – Student

(see below & reverse side – choose one): _____

Funding Source: _____

Primary Purpose:

- A. Add-on Endorsement*
- B. Alternative Certification
- C. Florida Educators Certificate Renewal
- D. Other Professional Certificate/License Renewal
- E. Professional Skills Building—Non-Instructional**
- F. W. Cecil Golden Professional Development Program for School Leaders***
- G. Approved District Leadership Development Program****
- H. No Certification, Job Acquisition, or Retention Purposes

* An out-of-field teacher for whom the most critical and primary purpose of the in-service is "add-on" endorsement.

** For Non-Certified personnel only. Certified teachers may not receive credit towards recertification if this is the code selected.

*** As part of an approved district leadership development program, professional development offerings provided through the W. Cecil Golden Professional Development Program for School Leaders. S.B.E. 6A-5.081(2)(d)1

**** As part of an approved district leadership development program, professional development offerings NOT provided through the W. Cecil Golden Professional Development Program for School Leaders. S.B.E. 6A-5.081(2)(d)1

Learning (Delivery) Methods:

- A. Knowledge Acquisition
- B. Electronic, Interactive
- C. Electronic, Non-Interactive
- D. Learning Community/ Lesson Study Group
- F. Independent Inquiry (e.g., Action Research, Creating PD or Teaching Resources)
- G. Structured Coaching/Mentoring
- H. Implementation of “High Effect” Practice(s)
- I. Job Embedded
- J. Deliberate Practice
- K. Problem Solving Process

Implementation (Follow-up) Methods:

- M. Structured Coaching/Mentoring
- N. Independent Learning/Action Research
- O. Collaborative Planning Related to Training
- P. Participant Product Related to Training (may include lesson plans, written reflection, and audio/videotape, case study, samples of student work)
- Q. Lesson Study Group Participation
- R. Electronic, Interactive
- S. Electronic, Non-Interactive
- T. Evaluation of Practice Indicators

Evaluation Methods:

Staff: The purpose of this element of the evaluation system is to assess the long-term impact of the professional development on student performance. This evaluation may include one or more of the following:

- A. Changes in Instructional or Learning Environment Practices
- B. Changes in Instructional Leadership or Faculty Development Practices
- C. Changes in Student Services/Support Practices
- D. Other Changes in Practices
- E. Fidelity of Implementation
- F. Changes in Observed Educator Proficiency in Implementing Targeted State Standards or Initiatives
- G. Changes in Observed Educator Proficiency in Practices that Occur Generally Without Students Present (e.g. lesson design, problem solving processes, data analyses)

Students: To the satisfaction of the professional developer, each individual will complete one or more of the following evaluation methods following implementation of professional development strategies:

- A. Results of State or District Developed/Standardized Student Growth Measure(s)
- B. Results of School/Teacher-Constructed Student Growth Measure(s)
- C. Portfolios of Student Work
- D. Observation of Student Performance
- F. Other Performance Assessment
- G. Did Not Evaluate Student Outcomes as “Evaluation Method, Staff” is

More Relevant

- Z. Did Not Evaluate Student Outcomes Due to Absence of Cause and Effect Relationship between the PD and Impact on Students