



SHADY SIDE
ACADEMY

**PROFESSIONAL DEVELOPMENT PROGRAM
REQUEST FOR CONSIDERATION**

DATE OF REQUEST: _____

NAME: _____ SCHOOL: CD JS MS SS ADMIN

DEPARTMENT/POSITION: _____

Benedum Conference Fund (Continuing Education Grants)

DESCRIPTION: Shorter-term learning experiences such as conferences, workshops and seminars also provide excellent opportunities for professional development. In order to encourage teachers and staff to attend professional training sessions a teacher or administrator may receive a Continuing Education Grant to fund such sessions. Under the [Continuing Education Act \(Act 48\)](#), the Pennsylvania Department of Education now requires all teachers holding PA certification to earn six graduate credits or 180 hours of in-service training every five years. Attendance at conferences and workshops can be used to satisfy the latter requirement. In order to encourage teachers and staff to attend professional training sessions a teacher or administrator may receive funding to attend such sessions.

ELIGIBILITY: All teachers and administrators are eligible regardless of time of service. This program is not limited to certified teachers.

CONDITIONS: Teachers must have school head approval, and administrators must have supervisor approval, prior to application to ensure that the conference or workshop is beneficial and that adequate classroom/department coverage is available.

Title of Conference/Workshop: _____

Hosting Organization: _____

Date(s)/Times(s): _____

Location: _____

Provide a brief description of the content of the conference/workshop and how it will enhance your work at Shady Side Academy:

List the costs associated with the event: Per Diem, Mileage, Airfare, Uber, Tolls, parking etc.

<i>Item</i>	<i>Cost</i>	<i>Item</i>	<i>Cost</i>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

TOTAL _____

Please list the conferences/workshops you have participated in over the past two years:

	<i>OPPORTUNITY</i>	<i>DATES</i>
1.	_____	_____
2.	_____	_____
3.	_____	_____

Please provide a brief description of how plan to share the newfound knowledge obtained from this opportunity with the Shady Side Academy community.

Signature _____ Head's Approval _____