



Laurel Public Schools

School District No. 7 & 7-70
410 Colorado Avenue
Laurel, Montana 59044

Charla J. Wetsch, Director of Curriculum, Instruction, and Assessment
Office (406) 628-3348 ● Website: www.laurel.k12.mt.us
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September 19, 2019

Teachers,

Below is the 2019-2020 PIR Log. After completing your PIR days for the year, please complete and return this form to Charla Wetsch, Director of Curriculum, no later than **March 25th, 2020**.

Substitution days for October 17th and 18th must be PRE-APPROVED and completed PRIOR TO October 19, 2019, unless arrangements have been made with the Curriculum Director.

After attending a replacement workshop, you will need documentation verifying your **completion** of the training. A registration receipt is not sufficient as it does not verify attendance. Documentation is also required to verify your MFPE attendance.

Please attach verification of your replacement workshop attendance and/or your attendance at MFPE Educators Conference to your PIR log.

Teachers are expected to attend their scheduled professional development opportunities. Teachers not completing the required PIR days will have their salary deducted accordingly.

Please sign and return this form to Charla J. Wetsch/Curriculum office by Friday, March 25th, 2020



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Laurel Public Schools PIR Log

Name: _____ School _____
PRINT

✓ Check to indicate attendance:

___	I.	August 19, 2019	Building Level/District Mtg.	1 Day
___	II.	August 20, 2019	Building Level Reflex Protect Training	1 Day
___	III.	August 21, 2019	Building Level	1 Day
___	IV.	October 17-18, 2019	MFPE or 2 Substitution Days	2 Day
___	V.	March 23, 2020	District Led PIR	1 Day
___	VI.	<small>K-8 November 25th and 26th 9-12 Nov. 25th and March 3rd</small>	Conferences	1 Day

REQUIRED: Please attach verification of MFPE-MT Conference attendance -OR- list approved substitution hours/dates of attendance and attach verification:

November 27, 2019 is a No School Day for teachers, exchange for parent-teacher school conference hours

Teacher Signature

Date

Please sign and return this form to Charla J. Wetsch/Curriculum office by Friday, March 25th, 2020