

Employee: _____

I CERTIFY THAT I HAVE COMPLETED THE FOLLOWING ENRICHMENT ACTIVITIES FOR THE 2023-2024 SCHOOL YEAR. SUCH ACTIVITIES MAY INCLUDE THE FOLLOWING:

This form is due to building secretaries on the last day of school.

ACTIVITY

- Open House - not to exceed two hours
- Employee-directed peer-to-peer collaboration
- Employee-selected relevant professional development
- Certification classes (e.g. National Boards)
- Employee-directed contact with parents and/or students that occurs outside of the workday, other than parent/teacher conferences
- Classroom set-up
- Employee-selected after-school activities (concerts, science nights, etc.)
- Other activities that support my students or professional practice:

Employee Signature

Date

Supervisor's Signature

Date

