

SCHOOL BOARD OF BRADFORD COUNTY, FL

<p>Matrix of In-service Documentation Requirements for Professional Development Activities</p>
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Form or action required as indicated by checkmarks (✓) *

**ALWAYS ATTACH AGENDA, CERTIFICATE, OR SAMPLES!
MAKE SURE PRINCIPAL, AND YOU, SIGN FORMS!**

ACTIVITY	PDR0000 PD FOLLOW- UP FORM	PDR0001A PDR0001B Sustained Study PRE & POST PHASE	PDR0002 PD RECORD PDR0002ESE for ESE Staff	PDR0003 EVAL- UATION	PDR0004 TIME & ACTIVITY LOG	PDR0005 IN-SERVICE ATTENDANCE ROSTER	PDR0006 VIDEO/CD/ DVD SUMMARY
Action Research (max 30 pts a year)		✓			✓		
Coaches Sustained Training	✓ Coaches				✓ Teachers	✓ Coaches	
College Course (3 hr course in educ. Area = 60 pts.)	Send official transcript to Asst. Supt.						
College Course Instruction (Educational)		✓ Signed			✓ (Indicating application to Bradford students)	✓ Official schedule & course syllabus	
Conference (Pre-Approved)		✓			✓	✓	
In-District Workshop	✓				✓	✓ (Trainer files with district)	
Out-of-District Workshop/Activity			✓		✓ (& Agenda)	✓ (If available from trainer)	
Out-of-District Workshop Resulting in Certificate			✓			✓ (& Agenda or sign-in sheet, if available)	
Professional Learning Communities (max 30 pts a year)	Follow-up must include data to demonstrate student impact (test scores, surveys)	✓ (Group leader completes)			✓	✓	
Video/CD/DVD (max 60 pts a year)					✓		✓
Webinar or Video-conference Resulting in Certificate	✓ (Download from Edline; attach certificate & agenda)				✓		

* For university course credit, have official transcripts sent directly to the Assistant Superintendent.