

Request for Professional Development Credit

SBEC Provider #043-907

Name: _____

Munis ID: _____

Email: _____

Assignment: _____

Campus: _____

All employees that will be absent due to McKinney ISD professional development must receive **PRIOR** approval of campus administrator at least three weeks prior to the professional development. Once approved, absence will be entered in the MAC system by the designated MAC campus administrator. Employee must submit form to the Professional Development Office after submitting certificate (or other documentation of attendance) to designated campus administrator (PDAS Evaluator. The form must be submitted to Professional Development Office within one month of attendance/completion.

Campus Initiated Professional Development

District Initiated Professional Development

							Gifted/Talented Credit Hours		
Course Title	Location	Date of Attendance month/day/year	Curriculum and Instruction Credit Hours	Technology Credit Hours	On Contract	Off Contract	Nature/ Needs	Identification/ Assessment	Curriculum & Instruction
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									

Principal Signature

Date

Teacher Signature

Date