



Federal Programs Funded Activities and Strategies

Professional Development Proposal

Please indicate your desired plans for Professional Learning for your department/school by completing the attached form and returning to [Glenda Collingsworth](mailto:Glenda.Collingsworth@rcss.edu) via email.

[Professional Learning Guidelines](#)

School/Department:	Date of PL:
	Date Requested:
Person Responsible for PL:	<i>For Federal Programs Office</i>
	Date Received:
PL Time:	PL Location:
PL Audience:	
Description: <i>Please address the following questions: What will occur during the Professional Learning? Why is the PL needed?</i>	
<p>Select the purpose of the activity/strategy that meets ESSA Sec. 2001.</p> <ul style="list-style-type: none"> (1) Increase student achievement consistent with the challenging State academic standards; (2) Improve the quality and effectiveness of teachers, principals, and other school leaders; (3) Increase the number of teachers, principals, and other school leaders who are effective in improving student academic achievement in schools; and (4) Provide low-income and minority students greater access to effective teachers, principals, and other school leaders. 	
<p>Indicate which goal and/or Equity Gap aligns to your requested Professional Learning.</p> <p>DIP Goal #1: Increase the percentage of highly effective teachers and leaders hired, trained, supported, and retained in RCSS to impact academic achievement across all content areas.</p> <p>DIP Goal #2: Increase the percentage of student with access to 1:1 technology and integrate personalized learning strategies to impact academic achievement across all content areas.</p> <p>Equity Gap #1: Retention, training and support of highly effective teachers and leaders.</p> <p>Equity Gap #2: Access to 1:1 technology and personalized learning.</p> <p>School/Department Goal:</p>	



(a) Indicate whether the activity/strategy is one of the ESSA Local Use of Funds Type of Activities:
Yes, answer (b) No, **STOP** the PL is not allowable

(b) Select the [Authorized Use of Funds \(A-P\)](#) that applies to the PL activity:

A B C D E F G H I J K L M N O P

Indicate whether the activity/strategy is evidence-based using the ESSA Sec. 8101 definition. Use the following links to determine evidence-based: [ED](#), [What Works Clearinghouse](#), [National Clearinghouse for Educational Facilities](#) and/or [Educational Resources Information Center \(ERIC\)](#) Yes No

Explain how the Professional Learning will be sustainable (not stand-alone, 1-day, or short-term workshops), intensive, collaborative, job-embedded, data-driven, and classroom focused.

Explain how this Professional Learning will impact student learning.

Explain how you will monitor the utilization of the learned strategies from the Professional Learning (i.e., lesson plans, teacher observations, videos, TAPS Self-Assessment, LAPS Self-Assessment, PLP/PLG, student achievement data, student work, etc.).

Explain how it will be determined and reported that the Professional Learning improved teacher, principal, and other school leader effectiveness.

(a) Identify effectiveness measures:

And how/when it will be measured (i.e., Oct., Jan, May):

(b) Indicate how the Professional Learning will be documented per ESSA Sec. 2104. *The following documents must be uploaded to the Canvas course before final payments are made: Sign-In, Agenda, Course Evaluation, Powerpoint, Payroll Documentation.*



Expenditures					
Select the Federal Funding Source:	Title I	Title II	Title III	Title IV	School Improvement (1003a)
<u>Stipends</u>					
Number of Participants:	X \$25.00 X		Hours =		
Instructor: Employee(s)	X \$50.00 X		Hours =		
<u>Registration (if applicable)</u>					
Number of Participants:	X (Registration Cost) =				
Number of Substitute(s):	Total Cost:				
Consultant (non-employee): Attach Consultant Document. (See links below for needed documents)					
Total Cost:					
	PL Session has been approved and you may enter into Canvas for participants' to register				
	PL Session has not been approved. Please see reason below:				
Submitted by:				Date:	
Assistant Director of Teaching & Learning Signature				Date:	
Federal Programs Coordinator Signature				Date:	
Approved by: Director of Federal Programs Signature:				Date:	

The following items must be submitted:

Agenda, Sign-In (Virtual/In-Person), Course Evaluation, PowerPoint, Utilization of learned strategies (Canvas course, observations, student/teacher data)

Non-Employee Consultant Documents

- [W-9](#)
- [Consultant Agreement](#)
- [Contractor Affidavit](#) or
- [Exempt Contractor Affidavit](#) (Non-Employee Consultant will make over \$2,499 and they have less than 11 employees or work alone).
- Copy of Driver License
- Resume
- [Consultants' Payroll Expectations](#)

Employee Consultant Documents

- [Consultant Agreement](#)
- [Proof of Service](#)