

Cleveland Public Schools
STAFF DEVELOPMENT FORM

Use this form when submitting staff development points to your building representative. Turn in one form for each workshop/meeting attended. Use this form for *all workshops, visitation, videos/software viewing, state teachers' meeting, college credit, and department meetings.*

Do not fill out this form for the district-wide staff development programs, the sign-up lists on that day will be used for recording points.

Name: _____

Title of Workshop/Class/Meeting: _____

Date(s) Attended: _____

Clock Hours Attended: (ex: 9-11 a.m.) _____

Points Earned: _____ (1 point per hour attendance or
15 points per college credit hour)



Attach certificate of attendance, video/software sheet from Board policy book, or college transcript to the back of this form.

-OR-

Get authorized signature of presenter/workshop sponsor/department head.

Authorized signature

Title