

## Appendix C: CCISD Professional Learning Credit Explanation

### **ATTENDING A PROFESSIONAL LEARNING SESSION, CONFERENCE OR IN-SERVICE**

(Hour for hour)

(National, State or Regional affiliated conferences: all hours qualify for Standard Certificate Renewal.) Certificates from training outside CCISD should be uploaded into your Eduphoria Portfolio and submitted for approval. Credit for CCISD professional learning is earned when you complete the district survey based on your workshop. District and campus presenters will upload and attach the written or electronic sign-in sheets to each workshop in Eduphoria Workshop.

### **PRESENTING FOR DISTRICT OR PROFESSIONAL CONFERENCES**

(3 Hours for 1 hour of presenting)

(Maximum 15 hours in a 5- year cycle toward the renewal of a Standard Certificate.)

(National, State or Regional affiliated conferences: all hours qualify.) Certificates from training outside CCISD should be uploaded into your Eduphoria Portfolio and submitted for approval. Credit for CCISD professional learning is earned when you complete the district survey based on your workshop. District and campus presenters will upload and attach the written or electronic sign-in sheets to each workshop in Eduphoria Workshop.

### **DEVELOPING CURRICULUM and INSTRUCTIONAL MATERIALS FOR DISTRICT**

(Hour for hour)

(District approval needed by Curriculum Coordinator. In some cases, you may be paid AND receive PL credit. Coordinator will create course in Eduphoria so you may earn the credit after completing the survey.)

### **PARTICIPATING AS A DISTRICT DESIGNATED MENTOR**

(45 hours maximum for each 5- year cycle toward the renewal of a Standard Certificate)

You MUST be an approved Mentor, Buddy or Lead Mentor. Mentoring staff will create session in Eduphoria so you may earn the credit upon completion of Mentor Program and district survey.

### **PARTICIPATING IN INDEPENDENT STUDY**

(i.e. Professional Book Study, etc.)

(30 hour maximum for each 5- year cycle toward the renewal of a Standard Certificate.)

This may be with Department, Grade Level, Campus, or District team members. Upon completion, the facilitator will create course in Eduphoria so you may earn the credit after completing the survey.

### **EARNING COLLEGE CREDIT**

(1 college hour = 15 hours of professional development credit.)

A college transcript is required and courses must be completed on own time.

(Transcripts must be turned in to HR, but also keep a file for yourself. You should enter the courses into your Eduphoria Portfolio to earn professional learning credit. It will be approved after you have submitted your official transcript to HR. See DMC exhibit A for information on reimbursement of credits earned toward a signed degree plan.)

**PARTICIPATING IN NATIONAL BOARD CERTIFICATION**

(50 Hours Independent Study + Collaborative Sessions in Eduphoria)

(Informational sessions, Portfolio development, workshops, etc)

**CONDUCTING EDUCATIONAL RESEARCH UNDER THE DIRECTION OF THE UNIVERSITY IN ATTENDANCE**

(90 PL Hours in a 5- year cycle toward the renewal of a Standard Certificate.)

(NBTC: MUST keep certificate for file, submit a copy of your certificate to HR to receive the district stipend, and add the certificate to your Eduphoria Portfolio as an outside workshop to earn credit.)

**ON-LINE STAFF DEVELOPMENT**

(Based on the hours identified in the course description.)

CCISD eCourses will automatically award credit upon successful completion of the course and survey. If using a non-CCISD eCourse, upload your completion certificate to your Eduphoria Portfolio and request credit as an outside workshop.

**PARTICIPATING ON A DISTRICT OR CAMPUS INSTRUCTIONAL COMMITTEE; LEARNING WALK or CADRE**

(i.e. grading procedures, or textbook)

(Hour for hour; Textbook committee members will earn 30 hours of PL credit)

(This type of PL is **not** applicable to Standard Certificate renewal.)

Credit for these activities is earned when you complete the district survey based on the activity. District and campus administrators will upload and attach the written or electronic sign-in sheets to each workshop in Eduphoria Workshop.