

REQUEST FOR PDC FUNDS

Your Name _____

Today's
Date _____

Name(s) of other staff participating in this activity _____

Title of Activity _____

Location of
Activity _____

Date of
Activity _____

The Professional Development Committee has focused funding this year to Curriculum Leaders and Common Core Training with our goal being to increase student achievement.

Explain how this activity directly relates to increasing student achievement (use back if needed):

Describe outcomes and how the activity benefits classroom instruction (use back if needed):

→ PLEASE ATTACH A COPY OF ANY INFORMATION ABOUT THE CONFERENCE OR WORKSHOP ←

COST OF ACITIVITY

Fees: \$ _____

PDC Responsibility
(\$1,000 limit) _____

\$ _____

Mileage (2-Way): _____

x 0.50 = \$ _____

Staff Responsibility _____

\$ _____

Lodging (Total): \$ _____

Total Cost: \$

Date(s) sub(s)
is/are needed: _____

**AFTER FILLING OUT THE REQUEST, PLEASE GIVE IT TO YOUR PRINCIPAL FOR APPROVAL.
YOUR PRINCIPAL WILL THEN FORWARD THE REQUEST TO A PDC MEMBER.**

Building Principal/Supervisor _____

Date _____

Professional Development Committee _____

Date _____

Approved _____

Denied: _____

Does Not Meet Goal _____

Funded by Other Account _____

See Building Administrator _____

Superintendent/Central Office _____

Date _____

APPROVED REFERENCE # = PD _____