	Professional Development			
Vendor: Address: City, State, Zip: Phone: Email:	School-Program: Your Name: Phone: Email: Shipping Address:			
	School Number	Budget Finance Code	Code Object Code	Course Code

# List quantity, description and cost of items to be ordered below, or attach a separate order form when provided.

Quantity	Description	Unit Cost	Tota	Total Cost	
			\$	-	
			\$	-	
			\$	-	
			\$	-	
			\$	-	
			\$	-	
			\$	-	
			\$	-	
			\$	-	
			\$	-	
			\$	-	
		Subtota	I <mark>\$</mark>	-	
		Discoun	t		
		Delivery	/		
		TOTAL		-	

This signature does not grant permission or authorization. It affirms knowledge of request.

Principal's Signature			
Date Signed			
Approval Documentation for D	istrict Use Only	Purchase Order Number	
Accounting Initials:	Date:		
Administration Signature:		Date:	

#### JUSTIFICATION OF NECESSITY - PROFESSIONAL DEVELOPMENT REQUEST

Title II program funds may be used to support high quality professional development aligned to the support of the goals and strategies outlined in the school's Title II Needs Assessment and Plan. One-time workshops are not permitted unless they are closely related to the school's Title II Needs Assessment and Plan.

## Attach to this document copies of the required documentation

See *Financial Guidelines for Nonpublic Schools: Title II & IV* for specific documentation needed.

#### Date(s) of the Professional Development Activity

### Indicate the number of staff involved.

#### Check the Purpose of PD under ESSA

Increase student achievement consistent with the State academic
standards.
Improve the quality and effectiveness of teachers, principals and other
school leaders.
Increase the number of teacher, principals and other school leaders who
are effective in improving student academic achievement in schools.
Provide low income and minority students greater access to effective
teachers, principals and other school leaders.
Provide training that is intensive, collabortive, job-embedded, data driven,
and classroom focused.
Provide educators with the knowledge and skills necessary to enable
students to succeed in a well rounded education.

Describe how this professional development activity addresses the needs of your students and staff as described in the school's approved Title II Needs Assessment and Plan.