

APPENDIX A: PROFESSIONAL DEVELOPMENT ACTIVITIES/SPECIAL PROJECTS

According to Maine state law, the PLCSS Committee must approve professional development activities. Contact hours will only be granted for professional development activities **in the field for which you hold an endorsement or are seeking a new endorsement**. 90 contact hours are required every 5 years for professional certificate renewal.

*1 CEU = 10 contact hours *1 credit=15 contact hours *3 college credits = 45 contact hours

All professional development activities must be approved. You must submit a Special Projects Pre-Approval form (pink) for special projects. Professional development activities must match at least one of the goals on the individual's Professional Renewal Plan (purple sheet- PREP), and subsequently be documented after completion (blue sheet).

III Special Projects - requires Special Project Pre-Approval form (pink)

A. Special project - for each new individual project up to 15 contact hours per project or individual research; up to 60 hours over a five-year renewal period.

Examples

- **Community Involvement Related to Education** - Example: Teaching a community class, serving on a community committee
- **Grant Writing**
- **Publishing in a Field of Expertise**
- **Action Research**
- **Independent Research**
- **Independent Projects**

B. Travel for educational purposes - up to 45 contact hours over a five-year renewal period.

10/15/2009

CREDIT GRANTED:_____