

## Learning Today-Leading Tomorrow! 2021 - 2022 Professional Learning Prior Approval Planning Form

Employee Name:					
School/Location:	Position				
Name of Professional Learning Activity:	Location (City, State)				
Activity Date(s):	Number of days away from school:				
What District goal is this aligned? Please indicate		<ul><li>☐ 1 Achievement</li><li>☐ 2 Graduate College and Career Ready</li><li>☐ 3 Highly Effective Teacher</li><li>☐ 4 Safe Learning Environment</li></ul>			
How does this activity relate to your School/District Improvement Plan?					
How do you plan to utilize the learning from this activity to improve instruction, practices or student achievement?					
Check the area addressed by this activity : ☐ Scho					
Please enter estimated cost for each item below	٧.				
Mileage() per mile(.56), no travel reimbursement for Central GA activities)					
Lodging \$					
Meals - B-\$6, L-\$7, D-\$15 High Cost (Atlanta, Savannah, Brunswick, Augusta	) B-\$7, L-\$9	, D-\$20	\$		
Conference Registration:			\$		
Substitute (estimate \$95 per day) days			\$		
Other Fees (Specify) \$					
Total Estimated Cost: \$					
*Employee Signature:			Date:		
*School Prof. Learning Coordinator Signature:			Date:	Date:	
*Principal/Supervisor Signature:			Date:		
*District Prof. Learning Director Signature:			Date:		
If money is required a funding source must be noted	<u>l. (</u> Program m	nanager should initia	al on the line to appro	ove funds)	
Lassetter: Horton		Stewart:			
☐ Carl Perkins (CTAE) Gifted		☐ QBE Prof Lear	ning   Title II-A	☐ Pre-k	
Marshall: ☐ Title I-A ☐ Title I 1003(a) ☐ Title I-C Migrant		Trice:			
☐ Title III ESOL ☐ Title VI-B ☐ Title IVA		☐ Other Funding		(Please list)	
By signing this report, I certify to the best of my knowledge and belief that the recash receipts are for the purposes and objectives set forth in the terms and conclude the purpose of any material fact, may subject me to criminal civil	ditions of the Feder	al award. I am aware that a	ny false fictitious, or frauduler		