



## Hanover Public Schools

### PROFESSIONAL DEVELOPMENT ACTIVITY APPLICATION

If you would like to design and develop a professional development activity, please complete this form, attach a typed description, and submit your proposal to the building principal for approval.

Name \_\_\_\_\_ Date \_\_\_\_\_

School \_\_\_\_\_ Title \_\_\_\_\_

Proposal title \_\_\_\_\_

Please attach a typed description of your proposed professional development activity and include the following information:

1. What are the goals of your professional development – How will you PD improve teaching and student learning?
2. Who should attend your professional development?
3. Identify and describe the learning experiences that attendees will participate in?
4. How long will the PD last? When and where will your professional development take place?

Proposal submitted by \_\_\_\_\_  
Signature

Professional Development Activity Approved\* ☐

Professional Development Activity Not Approved at this time ☐

Reason:

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Professional Development Activity Not Approved as submitted ☐

Principal's Signature \_\_\_\_\_ Date \_\_\_\_\_

Assistant Superintendent's Signature \_\_\_\_\_ Date \_\_\_\_\_

\*Proposals that meet the criteria are not automatically approved for professional development hours