

CHIP (*Clock Hour Instructor Planning*) **TEMPLATE**

Please note: This form can be used when **Planning** prior to proposing in Frontline Professional Growth

Activity Information

Activity Title (Limit 30 Characters)

Course Description

Activity Website

Objectives / Outcomes

Additional Information

of Meeting(s)

Meeting Date(s)

Start and End Times

Start & stop showing on

Attendance Required?

Yes

No

Event associated

Category

Format

Target Audience

Max Enrollment

Min Participants

Max Wait List

Activity Owner / Instructor

Activity Owner

Instructor

PD & Paid Hours

Total PD (HOURS)

Total Paid (CREDITS)

Account code

Substitutes needed? YES NO

If yes, how many?

Purpose *Select ALL that apply*

- Clock Hours (EEA, EAP)
- Cultural Competency, Diversity, Equity & Inclusion
- Social Emotional Learning
- Stem Integration
- CEU
- FCS (Fundamental Course of Study)
- Classified PD Hours (EAEOP, SEIU)
- None

State Defined Program Standards

Content & objectives must relate to one or more of the following:

- Opportunities for participants to collect and analyze evidence
- Professional certificate standards
- Paraeducator standards of practice as described in Title 179 School & district improvement efforts
- Current or anticipated assignment
- Research-based instructional strategies & assessment practices
- Advocacy for students and leadership
- Supervision, mentoring, or coaching
- Building a collaborative learning community

Prepared by:

Date