



Sweeny Independent School District

1310 N. Elm Street
Sweeny, Texas 77480

Our Students Make Us Proud...
Our Teachers Make the Difference.

Professional Development Prior Approval Form

Date of Request:

Administrator Requesting Professional Development:

School/Department:

Total amount requested:

Professional development content area/description:

Professional development date(s)/Location:

DIP/CIP strategy:

Number of participants:

How will this professional development activity address the identified strategy?

Funding Source:

Method of Payment: **PO** **Check**

Approval:

Administrator's Signature

Date

Executive Director of Teaching & Learning Signature

Date

Note:

Two weeks advance notice should be given for prior approval. Attach copy of registration form. Proof of attendance must be attached as supporting documentation. Any meal, mileage, or lodging costs must be requested on a Travel Request and Payment Voucher.



Sweeny Independent School District

1310 N.Elm Street
Sweeny, Texas 77480

Our Students Make Us Proud...
Our Teachers Make the Difference.

Teacher/Administrator Participant List

#	Teacher/Administrator Name	School	Proof of Attendance? Y/N
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			