

Appendix U: ADECE Teacher Self-Directed Professional Development Process

ADECE LEA First Class Pre-K Teacher Self-Directed PD Approval Process



***Prior to participating in any online webinar or other professional development experience:**

- Does this PD experience directly relate to your work in the pre-k classroom?
- Do the learning objectives of the PD experience correspond to the standards, guidelines and developmentally appropriate philosophy of ADECE?
- We suggest you share your PD plans with your ADECE coach prior to attending.

Option 1: Completion of a webinar or online virtual PD experience that comes with a certificate/proof of participation

- The teacher will enter the PD information in their PowerSchool account as an External Credit Request and upload the certificate/proof of participation

Option 2: Completion of a recorded webinar or online virtual PD experience that does not come with a certificate/proof of participation

- The teacher will complete the Self Directed Study PD form:
<https://laserfiche.alabama.gov/Forms/ADECE-SDSPDA>
- The form must be submitted within 7 days of completion of the webinar/online virtual PD
- The teacher will enter the PD information in their PowerSchool account as an External Credit Request and upload the certificate/proof of participation

Option 3: Completion of a live webinar or online virtual PD experience that does not come with a certificate/proof of participation

- Prior to the PD experience, the teacher will forward the registration information to their coach/monitor that includes the title of the PD event, date, time and any additional information about the learning objectives for the PD experience
 - This can be screen shots from the live PD experience
 - This can be the registration confirmation email the teacher received
- The teacher will complete the Self Directed Study PD form:
<https://laserfiche.alabama.gov/Forms/ADECE-SDSPDA>
- Form must be submitted within 7 days of completion of the webinar/online virtual PD
- The teacher will enter the PD information in their PowerSchool account as an External Credit Request and upload the certificate/proof of participation