



New Brunswick Public Schools

PO #: _____

Professional Development Reflection and Report Form

The purpose of this form is to provide an instrument that will help to focus thinking about how the ideas gleaned from professional development activities may be utilized within the classroom, and also to provide a vehicle for subsequent professional conversations about PD activities and ideas. If you will be seeking any type of reimbursement for participation, this form must be submitted to your building administrator, within seven (7) school days following the activity (N.J.S.A.18A:11-12{d}).

Staff Member's Name:

Staff Member's Assigned School(s):

Staff Member's Assigned Subject Area and/or Grade Level(s):

Title of the PD Activity:

Date(s) and Hours of PD Activity:

Make a bullet list of the most important elements, ideas, or takeaways, from this activity:

Use the space below to list some of the ways in which the things that you learned through this activity can be applied in your teaching or other professional duties. Please be sure to note any relevant linkages to either your Professional Development Plan, and/or to the Danielson Framework:

Staff Member's Signature

Date

Administrator's Signature

Date