

SJCSD (St Johns County School District) – Reading Inservice Planning Form

Use this form to submit for approval of training that meets the certification renewal requirements for reading in-service points.

Complete the specific course information on page two of this form as part of the formal approval process. Please allow at least two weeks for the Professional Learning (PL) Department to review the application; approval must be received before the event is entered into Business Plus.

Course Facilitator _____ School/Department _____

Date Submitted _____ Date(s) of Training _____

Business Plus/PL Contact _____

Goal: Educators participate in current, relevant, and on-going professional learning in evidence-based instruction and interventions grounded in the science of reading, specifically designed for students with characteristics of dyslexia, including the use of explicit, systematic, and sequential approaches to reading, developing phonological and phonemic awareness, decoding, and implementing multisensory intervention strategies and fulfills the requirement for certification renewal as set forth in [6A-4.0051\(7\)\(a\) FAC](#) and [1012.585\(3\)\(f\) F.S.](#)

The professional learning facilitator must be a reading-endorsed or certified professional or a professional who has the appropriate credentials for teaching evidence-based instruction and interventions rooted in the science of reading, **or** The professional development facilitator must be a co-presenter with a reading-endorsed or certified professional or a professional who has the appropriate credentials for teaching evidenced-based instruction as noted above.

** Each line must be initialed to qualify for in-service points that meet the Reading 40-Hour certification renewal requirement.*

Section to be completed by Course Facilitator

Checklist for course description - submit this document and include the following:

- 1. Primary Purpose for the training** – Cite the learning component that will evidence that participants are honing practical application of methods or curriculum specific to the science of reading. Professional learning must focus on one of the following areas: students with characteristics of dyslexia, explicit, systematic, and sequential approaches to reading instruction, developing phonological and phonemic awareness, decoding, or implementing multisensory intervention strategies.
- 2. Delivery Methods & Resources:** Cite delivery methods and training resources.
- 3. Evidence of Learning:** Describe how participants will demonstrate the learning achieved during the training. The participant accountability evidences[†] must be included when submitting a training to the BusinessPlus/PL Contact for reading in-service points well before the date of the event.

Example: This example is for co-teaching--your training may be a different topic for reading. #5 reminds us of the requirement for evaluation of the application of the training.

1. *Participants will receive training on effective multisensory intervention strategies*
2. *Modeling and videos/examples will be used throughout the PL.*
3. *The three-hour training will be led by Jane Doe, reading endorsed, and can accommodate 30 participants.*
4. **During** the training, participants will complete a pre-developed planning template and match examples of strategies to specific intervention needs.
5. **After the training**, participants will be required to develop a lesson plan, implement the lesson plan, and submit a reflection on the impact of the lesson. Evidence must address compliance for science of reading instruction.

Initial*

1. _____

2. _____

3. _____

[†]The training must guide teachers to recognize and understand students who are challenged by learning to read or reading to learn, integrate instructional strategies, and/or implement and monitor the impact of the explicit classroom instruction and assessment for all students.

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To be completed by Course Facilitator

Primary Purpose and Learning Goal

DELIVERY METHOD & RESOURCES

What specific strategies and resources for helping students achieve academic success will be used?

EVIDENCE of LEARNING

What is the application task(s) that participants are completing to demonstrate the learning?

How is the application task(s) being evaluated and by whom?

Completed by School or Department PL Contact	Initial*
The Learning Goal posted in BusinessPlus must include the words, “Explicit, systematic, sequential reading instruction.”	_____
The following statement must appear in BusinessPlus prior to the learning Goal: “This course aligns to the 40-Hour Renewal requirements for reading.”	_____

Approval by PL Department/Signature: _____

Date: _____