

St. Johns County School District

Professional Learning: Reading Inservice Request Form



Please complete the course information on this form to initiate the approval process. The Professional Learning (PL) Department requires a **minimum** of two weeks to review the application. Approval **must be secured prior** to entering the course into BusinessPlus.

Section 1: Course Information

Course Title _____

Course Facilitator(s) _____ School/Department _____

Is at least one of the facilitators reading certified/endorsed? ☐ Yes ☐ No

Date(s) of Course _____ Time of Course _____ Credits Awarded _____
Minimum 5 credits

Delivery Method ☐ Face-to-Face ☐ Virtual ☐ Blended (Face-to-Face and Virtual)

BusinessPlus/PL Contact _____

Section 2: Course Requirement Checklist

This professional learning course must address:

☐ Evidence-based instruction and/or interventions grounded in the science of reading

Additionally, this course must be (choose at least one of the following):

☐ Specifically designed for students with characteristics of dyslexia

☐ Centered on explicit, systematic, and sequential approaches to reading instruction

☐ Aimed at developing an understanding of foundational literacy skills

☐ Focused on the implementation of multisensory strategies

Section 3: Course Description

Purpose: What are the specific reasons for or benefits of offering this course (including your intended audience)?

Learning Targets & Evidence of Learning

Targets What will the learner be able to know, understand, or do?	Evidence How will you assess participants' learning of each target?

Note: Upon approval, the following statement must appear in the course description of BusinessPlus:

"This course aligns to the 40-hour renewal requirement for reading."

To be completed by the Professional Learning Department

This course meets the above-noted requirements: ☐ Yes ☐ No

PL Department Signature: _____ Date: _____