

PROFESSIONAL DEVELOPMENT ACTIVITIES ELIGIBLE FOR AWARDING SB-CEUs

Applications for School Improvement Teams, New Principal Mentors, School Committees, and State Board Appointed Advisory Boards/Teams will be for one school year. Applications for Supervising Teacher/School Psychologist/School Guidance Counselor and/or Teacher Mentor will be for one placement period of not less than eight weeks.

A maximum of 9.0 SB-CEUs earned in each activity in a five-year period renewal period can be used toward certificate renewal.

- A. Supervision of Student Teacher/Teacher Intern (maximum of 9.0 SB-CEUs earned in a five-year period can be used toward certificate renewal)**
1. Criteria for Eligibility
 - a. Three (3.0) SB-CEUs may be earned by a supervising teacher who supervises a student teacher/teacher intern for a university/college determined placement period of not less than 8 weeks.
 - b. A supervising teacher must prepare and submit to the building principal and/or the teacher preparation institution's representative an evaluation of the student teacher/teacher intern's performance.
 - c. The signature of the building principal on the verification form will provide verification of the successful completion of the professional development assignment.
- B. New Teacher Mentor (maximum of 9.0 SB-CEUs earned in a five-year period can be used toward certificate renewal)**
1. Criteria for Eligibility
 - a. Three (3.0) SB-CEUs may be earned for serving as a mentor teacher to a new teacher for at least a full semester of an academic year.
 - b. A new teacher mentor must submit to the building principal an evaluation of the mentoring process for the application period.
 - c. The signature of the building principal on the verification form will provide verification of the successful completion of the professional development assignment.
- C. Supervision of School Counselor/Psychologist Required Practicum/Internship (maximum of 9.0 SB-CEUs earned in a five-year period can be used toward certificate renewal)**
1. Criteria for Eligibility
 - a. Three (3.0) SB-CEUs may be earned for supervising a school counselor for a full placement period of not less than 8 weeks
 - b. Three (3.0) SB-CEUs may be earned for supervising a preliminary school psychologist certificate holder for not less than 8 weeks.

- c. A supervising counselor/psychologist must provide documentation of being assigned to serve as a supervising counselor/school psychologist to the building principal along with an evaluation of the supervision process for the application period.
- d. The signature of the building principal on the verification form will provide verification of the successful completion of the professional development assignment.

D. Serving on a K-12 School Improvement Team (maximum of 9.0 SB-CEUs earned in a five-year period can be used toward certificate renewal)

1. Criteria for Eligibility
 - a. Three (3.0) SB-CEUs may be awarded for participation on a School Improvement Team for a full school year.
 - b. The candidate must be an active member of the local or intermediate school board approved Public Act 25 School Improvement Team.
 - c. The candidate must participate in $\frac{3}{4}$ of the scheduled School Improvement Team meetings, but not less than six meetings.
 - d. The signature of the building principal on the verification form will provide verification of the successful completion of the professional development assignment.

E. New Principal/Administrator Mentor (maximum of 9.0 SB-CEUs earned in a five-year period can be used toward certificate renewal)

1. Criteria for Eligibility
 - a. An assigned mentoring principal/administrator must mentor for at least a full school year.
 - b. A new principal/administrator mentor must submit to the superintendent for evaluation the goals, objectives, and an evaluation of the mentoring process for the application period.
 - c. Three (3.0) SB-CEUs may be earned for a full school year.
 - d. The signature of the district superintendent on the verification form will serve as confirmation of the successful completion of the mentoring assignment.

F. Standards Review Team/Assessment Review Team/MEAP Item Review Team/State Board Approved Advisory Committee/State Subject Area Standards Team/Curriculum Standards Review Team (maximum of 9.0 SB-CEUs earned in a five-year period can be used toward certificate renewal).

NOTE: These committees are applied for only by the SB-CEU coordinator at MDE/State level.

1. Criteria for Eligibility
 - a. Three (3.0) SB-CEUs may be earned for a full school year. Partial credit is not allowed.
 - b. Teams must meet a minimum of six times during the school year.
 - c. Participants must have a verified attendance at a minimum of five meetings to be eligible for SB-CEUs.

- d. The signature of the team chairperson on the verification form will provide verification of the successful completion of the team's activities.

G. School Committee Meetings (maximum of 9.0 SB-CEUs earned in a five-year period can be used toward certificate renewal)

1. Criteria for Eligibility

- a. Three (3.0) SB-CEUs may be earned for a full school year. Partial credit is not allowed. An applicant cannot earn more than 3 SB-CEUs per school year, regardless of the number of different assigned committees. Partial credit is not allowed. Mixing and matching of committee meetings is not allowed.
- b. School committees must meet a minimum of six times during the school year.
- c. Participants must have verified attendance at a minimum of $\frac{3}{4}$ of the scheduled committee meetings, but not less than six meetings, to be eligible for SB-CEUs.
- d. The signature of the committee chairperson on the verification form will provide verification of the successful completion of the committee's activities.