

Complete, sign & return form by email or fax to Office of Education on or before 6/12/2017.

Continuing Education Units (CEUs)

2016-2017 School Year

Please do not modify form - complete only the fillable areas
 Please list only those activities for which you did not receive actual college credit.

DATE	TEACHER	SCHOOL	CLOCK HOURS POSSIBLE	CLOCK HOURS EARNED
June 6-24	NAD Summer Workshop		25 Clock hours per week	
June 7-9	DI Model Classroom Training		25 clock hours	
June 20-24, 2016	EXCEED Workshop		5 Days - 50 clock hours	
July 18-22	DI Convention - Las Vegas	3 days-18/4 days-24/5 days	30 clock hours	
August 16	New Employees' Orientation		3 clock hours	
August 16	Human Trafficking In-Service		4 clock hours	
August 18	Mentees' Meeting/1st Year/2nd Year	2nd Year-2 hours/1st Year-5	clock hours	
August 26	Superintendents' Council		6 clock hours	
September 6-8	Pacific Union College Publication Workshop		8 clock hours	
September 8	Small School's RenWeb Help Session		2 clock hours	
September 12-14	Adventist Risk Management Conference		15 Clock hours	
September 18-20	Union Multi-Grade Small Schools In-service		10 clock hours	
September 22-24	Student Leadership Conference		6 clock hours	
October 4-5	Union K-12 Curriculum Committee		10 clock hours	
October 3	FOL Training for Chairs and Incoming Committee Members		5 clock hours	
October 6	New Principals' Orientation & Mentoring		4 clock hours	
October 7-8	Union K-12 Curriculum Committee		10 clock hours	
October 10	ECEC-12 Health & Fitness Day - Drayson Center		4 clock hours	
October 12	Intro to Christianity		3 clock hours	
October 25	Counselors' Meeting		3 clock hours	
October 25	Mentees' Meeting		5 clock hours	
November 1	Train the Trainer Follow-Up		5 clock hours	
November 2	SECC K-12 Curriculum Committee		5 clock hours	
November 14	Educational Leadership Council		4 clock hours	
November 15-16	Fall Educational Council	1 Day-7/2 Days -14	clock hours	
December 7	Teachers' Advisory Committee		4 clock hours	
January 18	Visiting Team Seminar		2 hours	
January 30-31	Union Secondary English In-service	1 Day-8/2 Days-10	clock hours	
February 7	Educational Leadership Council		4 clock hours	
February 3	Superintendents' Council		4 clock hours	
February 27-28	Union Secondary Curriculum Committee		10 clock hours	
March 1	SECC Technology Committee		4 clock hours	
March 1	SECC Coding Class		1 clock hour	
March 9	New Principals' Orientation & Mentoring		4 clock hours	
April 10	Educational Leadership Council		4 clock hours	
April 11-12	Spring Education Council	1 Day-7/2 Days -14	clock hours	
April 24-25	Elementary Encounter Train the Trainer		16 clock hours	
May 17	Train the Trainer		3 clock hours	
June 13-30	NAD Summer Committee		25 Clock hours per week	
June 13	Mentees' Meeting 1st/2nd Year		2 clock hours	
June 20	New Employees' Orientation		3 clock hours	
June 19-23, 2017	Exceed Workshop		5 days - 50 clock hours	
	ELT/EMT Meetings	Meetings Attended: _____	5 clock hours each	
	Education Board/Executive Committee		2 clock hours each/3 clock hours each	
	First Aid/CPR Training		3 clock hours	

School & Conference Approved/Sponsored: _____

Professional Conferences/Meetings and Regional/National Conventions:

Professional Growth Book Certificate 2016-17: (NO PARTIAL CREDIT FOR A PORTION OF REQUIRED BOOKS) 25 clock hours

I have read 5 issues of The Journal of Adventist Education published during this school year and I have read 5 books from the GC/NAD Professional Growth Books 2016 (1 book from Group B and 4 additional books from two other headings - Groups A, C, D, E, F, G).

School Evaluations (Visiting Committee members or self-study coordinators only-see revised Criteria and Guidelines for clock hours): 10 - 90 clock hours

Supervision of Methods/Student Teachers [up to 4 quarter hours (100 clock hours) per certificate renewal]:

Description of Education Tours/Mission Trips: (Must have prior approval from SECC-cannot be a chaperone or go with a student group)

Teacher's Signature _____

SECC Conference Superintendent's Signature _____

Principal's Signature _____

1 CEU = 10 clock hours
 2 CEUs = 20 clock hours = 1 quarter academic credit

SECC Office of Education Use Only

Total Number of Clock Hours _____
 Quarter Hours of Credit Earned _____