

Pacific Union Conference/Southeastern California Conference

Certificate Renewal
Continuing Education Units (CEUs)
2018-19 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.*

Complete, sign &
return form by
email or fax to
Office of
Education
on or before
6/14/2019

| DATE | TEACHER | SCHOOL | CLOCK HOURS POSSIBLE | CLOCK HOURS EARNED |
|-----------------|--|----------------------------|---------------------------------------|--------------------|
| June 19 | New Employees' Orientation | | 3 clock hours | _____ |
| June 18-28 | NAD Summer Committees | | 25 Clock hours per week | _____ |
| July 9-13 | DI Convention - Las Vegas | 3 days-18/4 days-24/5 days | 30 clock hours | _____ |
| July 25-26 | Superintendents' Council | | 12 clock hours | _____ |
| August 6-9 | NAD Teachers' Convention | | 20 clock hours | _____ |
| August 14 | New Employees' Orientation | | 3 clock hours | _____ |
| August 14 | Mentees' Meeting/1st Year | | 2 clock hours | _____ |
| September 4-6 | Pacific Union College Publication Workshop | | 8 clock hours | _____ |
| September 12 | Elementary Math In-service, Grade 3/4 | | 4 clock hours | _____ |
| September 27-29 | Student Leadership Conference | | 6 clock hours | _____ |
| October 8 | FOL Workshop | | 5 clock hours | _____ |
| October 9 | Mentees' Meeting | | 4 clock hours | _____ |
| October 22 | Union K-12 Curriculum Committee | | 6 clock hours | _____ |
| October 22 | Educational Leadership Council | | 4 clock hours | _____ |
| October 23-24 | Fall Educational Council | 1 Day-7/2 Days | -14 clock hours | _____ |
| December 5 | Teachers' Advisory Committee | | 4 clock hours | _____ |
| January 16 | ESL Teachers and Principals | | 2 clock hours | _____ |
| January 16 | Visiting Team Seminar | | 2 clock hours | _____ |
| January 28-29 | Social Studies Teacher In-service | 1 Day-8/2 Days | -10 clock hours | _____ |
| January 30 | Small Schools ZOOM Meeting | | 1 clock hour | _____ |
| February 10-13 | Elementary Encounter Train the Trainer | | 20 clock hours | _____ |
| February 11 | Higher Ed Collaboration - PE Teachers | | 4 clock hours | _____ |
| February 25-26 | K-12 Curriculum Committee | | 12 clock hours | _____ |
| April 15 | Education Leadership Council | | 4 clock hours | _____ |
| April 16-17 | Spring Education Council | 1 Day-7/2 Days | -14 clock hours | _____ |
| April 24 | SECC Technology Committee | | 3 clock hours | _____ |
| April 29 | ECEC-12 In-Service | | 4 clock hours | _____ |
| June 4 | Mentees' Meeting 1st/2nd Year | | 2 clock hours | _____ |
| June 10-27 | NAD Summer Committees | | 25 Clock hours per week | _____ |
| June 24-28 | EXSEED Workshop | | 5 days-50 clock hours | _____ |
| July 8-12 | DI Convention - Las Vegas | 3 days-18/4 days-24/5 days | -30 clock hours | _____ |
| _____ | ELT/EMT Meetings | Meetings Attended: _____ | 5 clock hours each | _____ |
| _____ | Education Board/Executive Committee | | 2 clock hours each/3 clock hours each | _____ |

School & Conference Approved/Sponsored: _____

Professional Conferences/Meetings and Regional/National Conventions:

Professional Growth Book Certificate 2018-19: **(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 2018-19 (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 qtr hour of non-academic CEUs**

| SECC Office of Education Use Only | |
|-----------------------------------|-------|
| Total Number of Clock Hours | _____ |
| Quarter Hours of Credit Earned | _____ |