

Certificate Renewal
Continuing Education Units (CEUs)
2018-19 School Year

Revised 5/30/19

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

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 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 16	Counselors' 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) 30 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 _____