

Pacific Union Conference/Southeastern California Conference  
 Certificate Renewal  
 Continuing Education Units (CEUs)  
**2021-22 School Year**  
 (complete only the shaded areas)

**Complete, sign, date & send via email  
 or fax to:  
 Office of Education  
 on or before  
 June 10, 2022**

**Please complete only the shaded areas, and list only those activities for which you did not receive actual college credit.**

DATE	TEACHER	SCHOOL	CLOCK HOURS POSSIBLE	CLOCK HOURS EARNED
DATE	PROFESSIONAL ACTIVITY			
June 14-25	NAD Summer Committees, June 2021		1 week 28 / 2 weeks 59.5 clock hours	
June 22-24	Exseed, June 2021		27 clock hours	
July 21-25	Superintendents' Council		12 clock hours	
August 11	New Teacher Orientation		3 clock hours	
August 11	New Principal & VP Training		3 clock hours	
August 12	Mentees' Meeting/1st year		3 clock hours	
August 12	Mentees' Meeting/2nd year		2 clock hours	
August 25	Small Schools' Admin. Mentorship (virtual)		1 clock hour	
September 7	SECC ECE-12 Inservice		5 clock hours	
September 8	Small Schools' Admin. Mentorship (virtual)		1 clock hour	
September 10	Pacific Union College Publication Workshop		8 clock hours	
September 15	Small Schools' Admin. Mentorship (virtual)		1 clock hour	
September 19-20	Multi-Grade Workshop K-2/1-4 Teachers (Virtual)		8 clock hours	
September 22	Instructional Coach meeting		2.5 clock hours	
September 22	Small Schools' Admin. Mentorship (virtual)		1 clock hour	
September 23-25	Student Leadership Conference		6 clock hours	
September 29	Standards-Based Learning (SBL) Workshop-Principals/Team		5 clock hours	
October 4	Registrars' In-Service		5 clock hours	
October 5	FOL Workshop		5 clock hours	
October 6	PUC TK-12 Curriculum Committee		3 clock hours	
October 11	SECC K-12 Inservice		5 clock hours	
October 20	Mentor/Mentee		6 clock hours	
October 25	Small Schools' Admin. Mentorship (virtual)		1 clock hour	
November 1	Instructional Coach meeting		2.5 clock hours	
November 8	Educational Leadership Council		4 clock hours	
November 9-10	ECE Directors' Workshop		5 clock hours each day	
November 9-10	Fall Education Council		1 day 7 / 2 days 14 clock hours	
November 17	Standards-Based Learning (SBL) Workshop-Principals/Team		5 clock hours	
November 30	New Principal & VP Training		4 clock hours	
December 2	Small Schools' Admin. Mentorship (virtual)		1 clock hour	
December 6	Instructional Coach meeting		2.5 clock hours	
December 6-8	NAD PK-12 Curriculum Committee & Ed Advisory Council		1 day 7 / 2 days 14 clock hour	
December 9	Small Schools' Admin. Mentorship (virtual)		1 clock hour	
December 16	Small Schools' Admin. Mentorship (virtual)		1 clock hour	
January 10	Instructional Coach meeting		2.5 clock hours	
January 13	Small Schools' Admin. Mentorship (zoom)		1 clock hour	
January 24-25	PUC Secondary Subject-Area In-Service - Bible		9 clock hours	

Continuing Education Units (CEUs)

Please complete only the shaded areas.

February 8	Educational Leadership Council		4 clock hours	
February 9	Superintendents' Council		3 clock hours	
February 9	Small Schools' Admin. Mentorship (virtual)		1 clock hour	
February 16-18	High Reliability School Summit, San Antonio, TX		Day 1-6/ day 2-6/ day 3-3 clock hours	
February 22	New Principal & VP Training		1 clock hour	
February 28	PUC TK-12 Curriculum Committee		3 clock hours	
March 2	LGBTQ Video Presentation		3 clock hours	
March 23	Small Schools' Admin. Mentorship (virtual)		1 clock hour	
April 8-10	Educational Leadership Council Retreat, San Rafael, CA		6 clock hours	
April 11	Educational Leadership Council, San Rafael, CA		4 clock hours	
April 12-13	Spring Education Council		1 day 7 / 2 days 14 clock hours	
April 14	Small Schools' Admin. Mentorship (virtual)		1 clock hour	
April 18	Instructional Coach meeting		2.5 clock hours	
April 20	Standards-Based Learning (SBL) Workshop-Principals/Team		4 clock hours	
April 23	Health (Adolescent Mental Health/COVID-19) Symposium (virtual)		2 clock hours	
April 25	ECE-12 In-Service (Virtual)		3 clock hours	
May 5	NAD Small Schools SBL In-Service (virtual)		2 clock hours	
May 26	Small Schools' Admin. Mentorship (virtual)		1 clock hour	
May 31	Instructional Coach meeting		2.5 clock hours	
June 8	Mentees' Meeting (1st year/2nd year)		3 clock hours	
	ELT (Teaching Principals)	Oct 13	3 clock hours	
		Mar 2	2 clock hours	
				<b>TOTAL ELT T/P CLOCK HOURS</b>
	ELT (Full-time Principals)	Oct 26	3 clock hours	
		Mar 2	3 clock hours	
		Mar 23	3 clock hours	
				<b>TOTAL ELT F/T CLOCK HOURS</b>
	EMT (All Principals/VPs/Business Managers)	Sep 1	7 clock hours	
		Feb 22	7 clock hours	
		May 11	7 clock hours	
				<b>TOTAL EMT CLOCK HOURS</b>
	Education Board	Aug 23	2 clock hours	
		Oct 25	2 clock hours	
		Mar 7	2 clock hours	
		May 2	2 clock hours	
		Jun 13	2 clock hours	
				<b>TOTAL ED BOARD CLOCK HOURS</b>
	Executive Committee	Aug 26	3 clock hours	
		Sep 23	3 clock hours	
		Oct 21	3 clock hours	
		Dec 2	3 clock hours	
		Jan 27	3 clock hours	
		Feb 24	3 clock hours	
		Mar 24	3 clock hours	
		April 28	3 clock hours	
		May 26	3 clock hours	
		Jun 30	3 clock hours	
				<b>TOTAL EXEC. COM. CLOCK HOURS</b>

Continuing Education Units (CEUs)  
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Presenters for SECC Workshops: \_\_\_\_\_ 3 clock hours \_\_\_\_\_

School & Conference Approved/Sponsored: \_\_\_\_\_

Professional Conferences/Meetings and Regional/National Conventions: \_\_\_\_\_

NAD Professional Growth Book Certificate 2021-22: **(NO PARTIAL CREDIT WILL BE GIVEN)** 30 clock hours  
*I have read 4 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 2021-22 (1 book from Group B and 4 additional books from two other headings - Groups A, C, D, E, F, G,H).*

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**

\_\_\_\_\_  
**Principal's Signature**

\_\_\_\_\_  
SECC Conference Superintendent's Signature  
**10 clock hours = 1 CEU**  
**20 clock hours = 2 CEUs**

<b>SECC Office of Education Use Only</b>	
Total Number of Clock Hours	_____
Quarter Hours of Credit Earned	_____