

September 21, 2010

Hammonton Public Schools Professional Day Reports

Guidelines for Complying with New Jersey Law: 18A: 11-12

Within two weeks of a scheduled professional development meeting, professional staff member is to submit a type written report to his/her direct supervisor/principal.

The typed written report must include the following components:

- 1. Primary purpose for the travel**
- 2. Key issues that were addressed at the event**
- 3. Relevance to improving instruction or the operation of the school district**

- Go into Eduphoria to complete this process.**
- The Hammonton Board of Education and administration read the Professional Day Reports.**