

IN-DISTRICT COMMITTEE WORK PAC REQUEST

School or Department: _____ Date Submitted: _____

Committee Chairperson: _____ Phone: _____

Name of Committee: _____

Purpose: _____

PAC CREDIT: (1) PAC = 15 HOURS. Partial credits are awarded by dividing the total number of hours by 15, and rounding to the nearest tenth.

QUALIFYING COMMITTEE WORK: It must involve the collaborative work of two or more staff, have a curricular/textbook/instructional and/or school improvement focus, and have application beyond the classroom (e.g. school-wide, grade level and/or departmental application).

PARTICIPANT	MEETING DATES	TOTAL HOURS	Divide TOTAL HOURS by 15	PACs REQUESTED – Rounded to nearest 10 th of a credit.
Example: John Smith	10/5, 1/10, 2/18, 3/13, 5/06	23	$23/15 = 1.533$	1.5

Submit this request to the Department of Professional Learning and Leadership Development, Doyle Administration Bldg.

Critical dates by which PAC requests must be received for salary advancement purposes are October 1, February 1, and July 1.

Signature of Principal or Committee Chairperson