

Contact Unit Log

Educator/Licensed Professional Information					
Name of Educator/Licensed Professional: _____			Position: _____		
School/Site Location: _____			School/Site Location Number: _____		
School's Tier Status:	Title I, Tier I	Title I, Tier II	Title I, Tier III	Non-Title I	N/A
Educator/Licensed Professional–Track Status:	Two-Year Track (Title I, Tier I and Title I, Tier II)		Three-Year Track (Title I, Tier III and Non-Title I)		

Completed Contact Units			
<p>The educator/licensed professional should record each activity when it is finished to reflect the Accrued CUs. Evidence of completion, including the <i>Contact Unit Verification Forms</i> and all required documentation must be attached. The <i>Contact Unit Log</i>, <i>Professional Growth Plan(s)</i> and all required evidence shall be submitted to the Professional Growth System Department upon the accrual of 225 CUs.</p>			
	Professional Learning Activity	Description of Professional Learning Activity	Accrued CUs
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
Continued and Totaled on the reverse side.			

The educator/licensed professional is responsible for maintaining all documentation in alignment with his/her PGP and ensuring that the professional learning activities count toward CUs for column movement. The PGP may be adjusted based on the educator/licensed professional's professional growth.

Contact Unit Log

	Professional Learning Activity	Description of Professional Learning Activity	Accrued CUs
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			
31			
32			
33			
34			
35			
36			
37			
38			
39			
40			
41			
42			
43			
44			

Total Accrued CUs: _____

Educator/Licensed Professional Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

The educator/licensed professional is responsible for maintaining all documentation in alignment with his/her PGP and ensuring that the professional learning activities count toward CUs for column movement. The PGP may be adjusted based on the educator/licensed professional's professional growth.