

Acceptable CLUs

- Teachers are required to maintain necessary documentation.

| <i>Individual Options</i> | <i>Suggested Documentation *</i> | <i>CLUs</i> |
|---|---|---|
| Attendance @ Institute, Workshops, Seminars, Conferences, Forums, In-services | Agenda or Certificate of Participation | 1 CLU per contact hour or as specified in a workshop description which includes follow-up |
| College Coursework | Final Grade | 45 CLUs per 3 hour class |
| Online and Distance Learning | Final Grade, Certificate of Completion | 15 CLUs per semester hour |
| Course, Curriculum Development | Course Syllabus, Lesson Plan, Unit Plan, Curriculum Map | 1 CLU per hour, maximum of 10 CLUs can be earned in this area per year |
| Published Works | Published Document | 10 CLUs for each published article, 30 CLUs per each published book |
| Presenter, Facilitator of Professional Development | Agenda, Workshop Evaluation | 10 CLUs per hour for initial development and presentation, 5 CLUs for repeat presentation/facilitations |

*Must include dates, length of time (# of hours), and content relationship. *

Acceptable CLUs

- Teachers are required to maintain necessary documentation.

****Must include dates, length of time (# of hours), and content relationship.**

| <i>Collaborative Options</i> | <i>Suggested Documentation **</i> | <i>CLUs</i> |
|--|---|------------------------|
| Whole Faculty Study Groups | Agenda, Meeting Logs | 1 CLU per contact hour |
| Collaborative Planning | Sign-in sheet and Work Product Samples | 1 CLU per contact hour |
| Assessment Development, Interpretation Analysis of Assessment Data | Scoring Rubrics, Individual, Class Action Plans | 1 CLU per contact hour |
| Collaborative Scoring of Student Work | Scoring Rubrics, Sign-in sheet | 1 CLU per contact hour |
| Peer Observations | Summary of Observation, Follow up notes | 1 CLU per contact hour |
| Mentoring, Coaching | Summary of Observation, Follow up notes | 1 CLU per contact hour |
| Serving on school, state, or national committees that are content specific | Agenda, Minutes, Letter of Appointment | 1 CLU per contact hour |
| LaTAAP Mentor | 30 CLUs per teacher mentored | |
| DAT Member | 45 CLUs | |
| | | |
| | | |
| | | |
| | | |

A continuing learning unit (CLU) is a professional activity that builds capacity for effective, research-based, content-focused teaching and learning that positively impacts student achievement. As a unit of measure, the CLU is used to quantify an educator's participation in a district or system approved, content-focused professional development activity aligned with the educator's individual professional growth plan.

Educators may earn 1 CLU for each clock hour of active engagement in a district or system approved high quality professional development activity. Each educator is responsible for maintaining required documentation and for reporting earned CLUs to the local district. Each 3 hour college class gives you 45 CLUs, but you can only collect a maximum of 90 CLUs in this manner. Earned CLUs transfer across Local Education Agencies.

The educator is responsible for maintaining documentation regarding acquisition of 150 CLUs for purposes of renewal and for completing the necessary paperwork every 5 years to renew his/her license. Upon submission of the renewal application to the State, the district must provide an assurance statement signed by the superintendent or his/her designee, with the required listing of earned CLUs as documented by the educator seeking licensure.