

LAKE CHELAN SCHOOL DISTRICT
APPROVAL FORM

ELIGIBLE ACADEMIC, INSERVICE, OR NONDEGREE CREDITS TO BE RECOGNIZED FOR PLACEMENT ON
LEAP SALARY ALLOCATION DOCUMENTS

Employee's Name _____ Date _____
Current Assignment _____

Instructions

- Enter in the table below the requested information about each course. Use the list of criteria below to determine which numbers to put in the last column.
- Classes must be approved by Building Principal
- Forward completed form to District Office.

Date or Term Earned	Institution or Provider	Course Designation and Title	Number of Quarter Credits or Equivalent	Recognition of These Credits Based on the Following Criteria* Identify Number Below

*RECOGNITION CRITERIA Credits earned after September 1, 1995, must meet criteria established by the 1995 Legislature before they can be used for placement on LEAP salary allocation documents. At the time credits are recognized by the school district the content of the course must meet at least one of the following and be reportable for district reimbursement on the S275 :

1. It is consistent with the school district's strategic plan for improving student learning.
2. It is consistent with a school-based plan for improving student learning developed under student learning improvement block grants for the school in which the individual its assigned.
3. It pertains to the individual's current teaching and or coaching assignment or expected assignment for the following school year.
4. It is necessary for obtaining endorsement as prescribed by the State Board of Education.
5. It is specifically required for obtaining advanced levels of certification.
6. It is included in college or university degree program that pertains to the individual's current assignment or potential future assignment as a certificated instructional staff of the school district, where the potential future assignment is agreed upon by the school district and the individual.

EMPLOYEE SIGNATURE

DATE

PRINCIPAL SIGNATURE

DATE

DISTRICT DESIGNEE SIGNATURE

DATE