

Unit Proposal Approval Form

Name: _____

Date: _____

School _____

Please describe the proposal for units. Units generally reflect time outside of the school day or an unpaid project. Please note that staff development within the school day may count as part of the unit(s) but will also include time outside of the school day, i.e., product development. (Example for the 2004-2005 school year – If a teacher receives \$100 stipend for Sally Ride, he/she will not receive unit value. If the teacher does not receive \$100 stipend, he/she will receive unit value. If a teacher receives payment for a curricular project he/she will not receive units unless the project represents an extension of unpaid time.) Units will include a focus on improved student learning through the collection of data. Unit proposals will include a product that is connected to the district's initiatives using the outline in the red folder. (6 topics)

Description: _____

Indicate unit value

- _____ .5 Unit includes (15 hours) that may be partially staff development on site and outside of the school day and product.
- _____ 1.0 Unit includes (30 hours) that may be partially staff development on site and outside of the school day and product.
- _____ 2.0 Units include (45 hours) that may be partially staff development on site and outside of the school day and product or a District approved 2 credit college course.

Please sign appropriate line

Administrator's Signature for Approval List through negotiations process (red folder):

_____ Date: _____

Administrator's Signature for Approval of the Proposal:

_____ Date: _____

**PROPOSAL SHEET ONLY – YOU MUST TURN IN UNIT VERIFICATION FORM (RED FOLDER)
UPON THE COMPLETION OF 9 UNITS FOR SALARY ADVANCEMENT.**