

**MILTON PUBLIC SCHOOLS
MILTON, MASSACHUSETTS**

OUTSIDE 7-HOUR STRAND PRE-APPROVAL FORM

PLEASE FILL OUT THIS FORM IF YOU WOULD LIKE TO HAVE AN OUTSIDE 7 HOUR STRAND OPTION APPROVED.

AS A REMINDER, STRANDS MUST BE OUTSIDE OF THE NORMAL SCHOOL DAY AND MUST BE FUNDED BY THE STAFF MEMBER ATTENDING.

PLEASE ATTACH ANY RELEVANT CONFERENCE REGISTRATION MATERIALS.

NAME: _____ DATE OF PD: _____
SCHOOL: _____ POSITION: _____

I AM REQUESTING THE FOLLOWING OUTSIDE 7 HOUR STRAND OPTION:

NAME OF STRAND

PROFESSIONAL DEVELOPMENT PROVIDER

SUBJECT AREA OF PROFESSIONAL DEVELOPMENT

REQUESTED BY: _____ DATE: _____

APPROVAL: _____ DATE: _____
Dept Head / Principal

APPROVAL: _____ DATE: _____
Assistant Superintendent

AFTER YOU HAVE RECEIVED APPROVAL AND COMPLETED THE STRAND PLEASE FORWARD A COPY OF YOUR CERTIFICATE OF COMPLETION TO