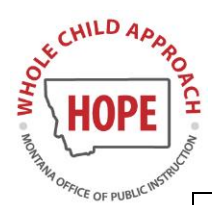




Montana 21 CCLC Professional Development

Montana requires that no less than five percent of each site’s total budget be reserved by the grantee for training, staff development, and technical assistance. This is monitored by the SEA during the monitoring visit. A professional development template was created to assist grantees in documenting all professional development for 21st CCLC Staff. It is required that each site sends at least one representative to each regional training and state conference.

Categories of Professional Development	Date(s)	Who Attended	Hours (Length of PD)	Verification from Presenter	Additional Information
1. Regional Trainings- (2 required)					
2. State Conference- (1 Required)					
3. Whole Child Professional Development (Social, emotional, mental, medical, behavior management)					
4. Family Engagement (ways of supporting the family or improving engagement within program)					
5. Academic (Literacy, math, STEM, etc.)					



Montana 21 CCLC Professional Development

6. Enrichment (physical education, art, music, chess, etc.)					
7. Out of State Conferences (Pre-approved by SEA if not on master calendar)					