

**MPS #14**

(Submit to Superintendent's office along with proof of attendance\*.)

**CONTACT HOUR REPORT FORM**

Name \_\_\_\_\_ Date \_\_\_\_\_

Name of workshop \_\_\_\_\_

Date(s) of workshop \_\_\_\_\_

Location of workshop \_\_\_\_\_

Number of Contact hours of this workshop \_\_\_\_\_

List three things learned:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

How will you improve your teaching as a result of attending this workshop? \_\_\_\_\_

Teacher's signature \_\_\_\_\_ Date \_\_\_\_\_

\* Proof of attendance may include a copy of workshop bill, attendance certificate, or copy of information received while attending workshop on workshop letterhead or signature of instructor/teacher. The official deadline for submitting all documentation for current year salary increment consideration is at 4PM on the first business day of September at CO.