



Staff Professional Learning Tracker



Staff Name: _____ Site Name: _____

Professional Learning Session Name	Date of Session	Number of Hours	Provider of Professional Learning
		Total Hours	Program Year PL is being used for:
			<input type="checkbox"/> 2019-20
			<input type="checkbox"/> 2020-21

*Ideal to complete one page per staff member, including administrators
 *If staff meetings are being documented, a timed agenda with topics and a sign-in sheet with staff signatures are needed for review
 *“Provider of PL” examples = Raising Quality Together (RQT), Sacramento Employment and Training Agency (SETA), California Early Childhood Online (CECO), Environment Rating Scale Institute (ERSI), Teachstone, Staff Meeting

(NOTE: No more than 10 hours annually will receive credit from CECO sessions; and a PL session taken by any one staff person will receive credit hours a maximum of two times, regardless of the year the session is completed.)