

PROFESSIONAL DEVELOPMENT CLOCK HOURS

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The Illinois Reading Council is an approved ISBE Professional Development Provider. Registered attendees can earn one clock hour for each session attended. Please note that meal functions and other events are available for one (1) clock hour only. Registered presenters can also earn up to eight (8) clock hours for presenting a session. At the end of the conference, plan to submit your clock hours for the sessions that you attended and/or presented at the conference via one of two options.

OPTION 1 – ONLINE CLOCK HOUR FORM: You can enter your **Record of Sessions Attended** and **Conference Evaluation Forms** via the online form at: <https://www.illinoisreadingcouncil.org/IRC-Conference-Evaluation-Form>.

OPTION 2 – PRINT PDF COPY OF THE CLOCK HOUR FORMS: You can print the **Record of Sessions Attended** and **Conference Evaluation Forms** prior to your arrival at the conference and drop off the completed forms at the Registration Desk in the Exhibit Hall. The forms can also be mailed or faxed to the IRC Office within one week after the conference. The PDF Form is available at: <https://www.illinoisreadingcouncil.org/assets/docs/Clock Hour Forms.pdf>.

Please review your personal License Renewal Plan to determine which sessions fit. Be sure that your goals are broad enough to include a variety of literacy topics. The Illinois Reading Council is merely the provider. The responsibility for determining which sessions agree with your plan and are granted credits by your school district is yours.

The Illinois Reading Council will process the forms following the conference. Your clock hours will be entered directly into the **ISBE PD Plus System**. When entered, you will receive an email notification to log into your **ISBE ELIS Account** to complete the **ISBE Evaluation Form** through the ISBE PD Plus System. Once completed, you can print off your **ISBE Evidence Form** to keep for your records and your clock hours will be automatically added to your ISBE ELIS Account.

IRC Record of Clock Hours Earned Form

You must complete both sides of this form and place in an evaluation box.

Instructions: Each registered participant must complete both sides of this form. This form must be signed and placed in an evaluation box prior to leaving the conference. Failure to complete this form or failure to turn it in may result in loss of professional development credit. For each session attended, you must list the session number, the title of the session, and the presenter(s) name. As a presenter, you may also earn additional clock hours. Other activities may also be listed. **Participants earn one (1) PD hour per hour of participation at the conference. For meal functions and special events, only one (1) PD hour is earned for the presentation and not the meal or autographing. Following the conference, the ISBE Evidence of Completion Form with your verified clock hours will be mailed to registered participants.**

Session #	Title of Presentation	Name of Presenter(s)
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THURSDAY, MARCH 14, 2024

7:00 AM		
8:30 AM		
9:45 AM		
11:00 AM		
12:15 PM		
1:00 PM		
2:15 PM		
3:30 PM		
6:15 PM		
8:30 PM		

FRIDAY, MARCH 15, 2024

7:00 AM		
8:30 AM		
9:45 AM		
11:00 AM		
12:15 PM		
1:00 PM		
2:15 PM		
3:30 PM		

TOTAL NUMBER OF PROFESSIONAL HOURS EARNED: _____

I state, to the best of my knowledge, that this form is true, correct and complete.

Signature of participant _____ IEIN # _____

Name of participant (Must be registered to earn PD hours) _____

Address _____ City _____ State _____ Zip _____

Email _____ Phone _____

HELP US PLAN FOR 2025

Please use this form to evaluate this year's conference. Your reactions and suggestions are valued and will help us plan subsequent conferences with your preferences in mind.

Drop this in one of the evaluation boxes located at the Registration Desk (Thursday and Friday) OR complete the online form on the Conference App OR return to: Illinois Reading Council, 1100 Beech Street, Building 8-2, Normal, IL 61761.

	<u>Strongly Agree</u>	<u>Agree</u>	<u>Somewhat Agree</u>	<u>Disagree</u>
1. Overall, I was satisfied with the 2024 Conference .	4	3	2	1
2. Conference offered a wide variety of speakers/activities .	4	3	2	1
3. Author/illustrator presentations were enjoyable.	4	3	2	1
4. Featured educational speakers were valuable & relevant.	4	3	2	1
5. Teachers sharing their classroom practices were valuable.	4	3	2	1
6. Research-based presentations were valuable & relevant.	4	3	2	1
7. Who would you like to see present at a future IRC Conference?				

Name:

Topic/Area

Contact info (if available):

8. I attended the Conference on (circle all that apply): **Wed.** **Thurs.** **Fri.**

9. I especially enjoyed this special event/program:

	<u>Strongly Agree</u>	<u>Agree</u>	<u>Somewhat Agree</u>	<u>Disagree</u>	
A. Wednesday evening Welcome Reception	4	3	2	1	N/A
B. Thursday evening Hear the Authors Read	4	3	2	1	N/A
C. Friday afternoon Illinois Reads Luncheon	4	3	2	1	N/A
D. Other _____					

10. In the Exhibit Hall, I would like the following products and services to be available: _____

	Strongly <u>Agree</u>	<u>Agree</u>	Somewhat <u>Agree</u>	<u>Disagree</u>	
A. Overall, the exhibits were helpful and informative.	4	3	2	1	N/A
B. The complimentary refreshments were good.	4	3	2	1	N/A
D. How much time did you spend in the exhibit hall?	1 hour or less	1-3 hours	3-6 hours		N/A

11. **Additional comments or suggestions about presentations, special events and/or the conference:**
 (Please remember that IRC has limited control over issues such as parking, hotel accommodations & service.)

12. **Please tell us about yourself.**

Age Range:

- 18-24
- 25-39
- 40-54
- 55 and over

Years in Education:

- 0-4
- 5-14
- 15-29
- 30 and over

Distance Traveled:

- less than 100 miles
- 101-200 miles
- 201-300 miles
- 300 + miles

Current Position (Select One)

Administrator:

- Principal
- Superintendent
- Curriculum Supervisor
- Other: _____

Classroom Teacher:

- Preschool
- K – 3
- 4 – 6
- Middle/Jr. High
- High School
- Post Secondary

Other:

- Pre-service Teacher
- Title I/Remedial Teacher
- Reading Spec./ Lit. Coach
- Gifted Teacher
- Spec. Ed. Teacher
- Librarian/Media Specialist
- Speech/Language Pathologist
- Teacher Aide/ Paraprofessional
- Substitute Teacher
- Retired Teacher
- Homeschool Teacher
- Other _____

District Type:

- Urban
- Suburban
- Small City
- Rural/Small Town