Category	Activity	Allowed	Allowed with Conditions	Not Allowed	Documentation Required	Conditions	Reasonable and Necessary qualifiers
Coaching	Job-embedded coaching		х		Contract, invoice, agenda, sign-in sheets for teachers in attendance	Must be tied to supporting data for top school academic needs. Cannot be paid in advance.	
Conference Registration	Academic Conference Attendance	x			Proof of registration, conference agenda, payment, follow up presentation plan and attendance	Must be tied to supporting data for top school academic needs	Are there other similar conferences at less cost available? Ex: can you accomplish the same PD in Baton Rouge as in Boston?
Conference Registration	Religious Conference Attendance, No Secular Academic Components	^		X	attendance	deductiffic fields	buton nouge as in Boston.
Conference Registration	Conference for topics not identified in school's Title II plan			x		Must be tied to supporting data for top school academic needs	
Conference Registration	Religious Conference Attendance, Some Secular Academic Components		x		Proof of registration, conference agenda, payment, follow up presentation plan and attendance	Reimbursement of all related travel costs will be calculated based on % of secular components in conference	
Conference/Semi nar/Institute Registration	Reimbursement for workshop, seminar, academy and institute attendance (content is secular, neutral, and non-ideological)		X		Proof of registration, payment, course descriptions, proof of completion and grade report	Must be tied to supporting data for top school academic needs	

Category	Activity	Allowed	Allowed with Conditions	Not Allowed	Documentation Required	Conditions	Reasonable and Necessary qualifiers
					Proof of registration, conference agenda, payment, follow up		
Conference Registration	Leadership Development for Principals	V			presentation plan and attendance		

			Allowed with		Documentation		Reasonable and Necessary
Category	Activity	Allowed	Conditions	Not Allowed	Required	Conditions	qualifiers
Conference	Can Bantal Mile at Canfanana			V		Control Marie BRA 40	
Travel	Car Rental While at Conference			X	Proof of conference	See Louisiana PPM 49	
Conference							
Travel	Per Diem for conference travel				attendance, conference	See Louisiana PPM 49	
ITavei	Per Diem for conference traver		X		agenda	See Louisiana PPIVI 49	If official conference is a
I					Hotel receipt, proof of		higher cost than the PPM
Conference					conference attendance,		guide allows, conference
Travel	Hotel Charge While at Conference		X		conference agenda	See Louisiana PPM 49	hotel is acceptable.
Traver	Thotal charge while at connecence		\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \		Contract, invoice, PD	See Louisiana i i ivi 49	noter is deceptable.
					agenda, proof of		
					payment, follow up	Must be tied to supporting	
					presentation plan and	data for top school	
Consultants	Contractual Consultants/Trainers		x		attendance	academic needs	
							PD materials are those used
							during a PD session and
							then put away. They are
						Must not be used outside	brought out again for follow
						PD environment (i.e.,	up coaching or re-delivery,
	Professional Development				Invoice, Agenda of	student instruction,	but not to be used in
	materials (Books, CDs,				related PD activity	teacher use for class	teacher daily planning,
Materials	manipulatives)		X		showing use of materials	planning, etc.)	instruction, etc.
						Must be institutional	
						memberships, not	
						individual (ex: School ABC	
	Memberships to Professional				Proof of payment and	membership to NCTM, not	
Memberships	Organizations		X		registration	Jane Smith's membership)	
						Must include professional	
					Droof of DD aganda sign	Must include professional	
Accreditation	Dues or fees to accreditation				Proof of PD, agenda, sign in sheets, proof of	delivered to your	
			_			instructional staff	
Fees	organizations		^		payment	iiisti uctionai Stall	

Category Activity Allowed Conditions Not Allowed Required Conditions qualifiers Professional Development Training related to the use of Instructional Technology X Proof of payment, course descriptions/agenda (webinars), proof of completion report Proof of payment, course descriptions/agenda (webinars), proof of completion report Professional Development Training on strategies to improve Development X Proof of payment, course descriptions/agenda (webinars), proof of completion report Professional Development Training on strategies to improve Student behavior X Proof of payment, course descriptions/agenda (webinars), proof of completion report Professional Development Training on student data analysis X Completion report Professional Development Training in Core Content Areas (English/Reading/ELA, Math, Science, Foreign Language, History, Agenda, Sign-in for PD data for school academic and follow-up and follow-up needs Proof of payment, Agenda, Sign-in for PD data for school academic and follow-up needs				1				
Professional Development Training related to the use of Instructional Technology Training related to teaching Professional Development Training related to teaching Students with different learning needs Training on strategies to improve Development Training on strategies to improve Development Training on student data analysis Training on student data analysis Training in Core Content Areas (English/Reading/ELA, Math, Professional Development Social Studies, Geography) To social Studies, Geography) X Proof of payment, course descriptions/agenda (webinars), proof of completion report Proof of payment, course descriptions/agenda (webinars), proof of completion report Training in Core Content Areas (English/Reading/ELA, Math, Science, Foreign Language, History, and follow-up needs	Category	Activity	Allowed		Not Allowed			Reasonable and Necessary qualifiers
Development Instructional Technology X Professional Professional Development Training on strategies to improve student behavior X Professional Development Training in Core Content Areas (English/Reading/ELA, Math, Professional Development Science, Foreign Language, History, and follow-up needs science, Foreign Language, History, and follow-up needs science, Foreign Language, History, and follow-up needs								
Proof of payment, course descriptions/agenda (webinars), proof of payment, course descriptions/agenda (webin							data for school academic	
Training related to teaching Professional Development Training on strategies to improve Development Training on strategies to improve Development Training on strategies to improve Training on student behavior Training on student data analysis Training on student data analysis Training on student data analysis Training in Core Content Areas (English/Reading/ELA, Math, Professional Development Science, Foreign Language, History, Development Social Studies, Geography) X Course descriptions/agenda (webinars), proof of completion report Proof of payment, course descriptions/agenda (webinars), proof of completion report Must be tied to supporting data for school academic needs	Development	Instructional Technology	Х				needs	
Training related to teaching students with different learning needs X Completion report Professional Development Training on strategies to improve Development Professional Development Training on strategies to improve (webinars), proof of completion report Training on strategies to improve (webinars), proof of completion report Proof of payment, course descriptions/agenda (webinars), proof of completion report Training in Core Content Areas (English/Reading/ELA, Math, Proof of payment, Agenda, Sign-in for PD data for school academic needs						Proof of payment,		
Professional Development students with different learning needs X completion report Proof of payment, course descriptions/agenda (webinars), proof of completion report Training on student data analysis X completion report Training in Core Content Areas (English/Reading/ELA, Math, Science, Foreign Language, History, Development Social Studies, Geography) X and follow-up needs						course		
Development needs X completion report Proof of payment, course descriptions/agenda (webinars), proof of payment, course descriptions/agenda (webinars), proof of completion report Professional Training on strategies to improve X completion report Proof of payment, course descriptions/agenda (webinars), proof of payment, course descriptions/agenda (webinars), proof of completion report Training on student data analysis X completion report Training in Core Content Areas (English/Reading/ELA, Math, Proof of payment, Agenda, Sign-in for PD data for school academic needs		Training related to teaching						
Professional Training on strategies to improve Development Student behavior X Course descriptions/agenda (webinars), proof of completion report Professional Professional Development Training on student data analysis X Training in Core Content Areas (English/Reading/ELA, Math, Professional Science, Foreign Language, History, Development Social Studies, Geography) X Professional Science, Geography) X Professional Professional Science, Geography) X Professional Professional Science, Foreign Language, History, Agenda, Sign-in for PD and follow-up and follow-up needs	rofessional	students with different learning				(webinars), proof of		
Course descriptions/agenda (webinars), proof of completion report Professional Development Professional Development Training on strategies to improve student behavior X Professional Development Training in Core Content Areas (English/Reading/ELA, Math, Professional Science, Foreign Language, History, Development Social Studies, Geography) X Course descriptions/agenda (webinars), proof of completion report Proof of payment, Agenda, Sign-in for PD data for school academic needs	Development	needs	X			completion report		
Professional Training on strategies to improve Student behavior X Science, Foreign Language, History, Development Social Studies, Geography) X Science, Foreign Language, History, Development Social Studies, Geography) X Science, Foreign Language, History, Development Social Studies, Geography) X Science, Foreign Language, History, Development Social Studies, Geography) X Science, Foreign Language, History, Development Social Studies, Geography) X Science, Foreign Language, History, Agenda, Sign-in for PD and follow-up science, Foreign Language, History, and follow-up science, Foreign Langu						Proof of payment,		
Professional Development Training on strategies to improve student behavior X Proof of payment, course descriptions/agenda (webinars), proof of completion report Training on student data analysis Training in Core Content Areas (English/Reading/ELA, Math, Professional Science, Foreign Language, History, Development Social Studies, Geography) X Completion report Wust be tied to supporting data for school academic needs						course		
Development student behavior X completion report Proof of payment, course descriptions/agenda (webinars), proof of Development Training on student data analysis X completion report Training in Core Content Areas (English/Reading/ELA, Math, Professional Science, Foreign Language, History, Development Social Studies, Geography) X completion report Must be tied to supporting data for school academic and follow-up needs						descriptions/agenda		
Professional Professional Development Training in Core Content Areas (English/Reading/ELA, Math, Professional Science, Foreign Language, History, Development Social Studies, Geography) Professional Proof of payment, course descriptions/agenda (webinars), proof of completion report Proof of payment, Agenda, Sign-in for PD data for school academic and follow-up needs	rofessional	Training on strategies to improve				(webinars), proof of		
Course descriptions/agenda (webinars), proof of completion report Training in Core Content Areas (English/Reading/ELA, Math, Professional Science, Foreign Language, History, Development Social Studies, Geography) Course descriptions/agenda (webinars), proof of completion report Training in Core Content Areas (English/Reading/ELA, Math, Proof of payment, Agenda, Sign-in for PD data for school academic and follow-up needs	Development	student behavior	Х			completion report		
Professional Professional Development Training on student data analysis Training in Core Content Areas (English/Reading/ELA, Math, Professional Science, Foreign Language, History, Development Social Studies, Geography) X descriptions/agenda (webinars), proof of completion report Proof of payment, Agenda, Sign-in for PD and follow-up needs						Proof of payment,		
Professional Development Training on student data analysis Training in Core Content Areas (English/Reading/ELA, Math, Professional Science, Foreign Language, History, Development Social Studies, Geography) X (webinars), proof of completion report Proof of payment, Agenda, Sign-in for PD data for school academic and follow-up needs						course		
Development Training on student data analysis X completion report Training in Core Content Areas (English/Reading/ELA, Math, Professional Science, Foreign Language, History, Development Social Studies, Geography) X completion report Proof of payment, Agenda, Sign-in for PD data for school academic and follow-up needs						descriptions/agenda		
Development Training on student data analysis X completion report Training in Core Content Areas (English/Reading/ELA, Math, Professional Science, Foreign Language, History, Development Social Studies, Geography) X completion report Proof of payment, Agenda, Sign-in for PD data for school academic and follow-up needs	rofessional					(webinars), proof of		
(English/Reading/ELA, Math, Professional Science, Foreign Language, History, Development Social Studies, Geography) Proof of payment, Agenda, Sign-in for PD data for school academic and follow-up needs	Development	Training on student data analysis	X					
DD must lost longer than 4		(English/Reading/ELA, Math, Science, Foreign Language, History,	X			Agenda, Sign-in for PD	data for school academic	
ן ווועאן ומאנ וטווצפו נוומוו 4						·	PD must last longer than 4	
hours and extend over a								
normal meal time. Only							normal meal time. Only	
one meal per all-day PD							•	
	rofessional					Receipts, agenda and	· · · · · · · · · · · · · · · · · · ·	Must be for professional
		Meals for on site allowable PD in				, , ,		development, not routine
Meals above stated categories X and follow up Louisiana PPM 49. staff meetings.	•			x				· ·
Must be outside normal		Ŭ						<u> </u>
school hours (evening,								
weekends, and/or before								
Stipends for teachers to attend PD Agenda for PD activity, or after teacher contract		Stipends for teachers to attend PD				Agenda for PD activity.		
Stipends activities X sign in sheets dates)	Stipends	-		x		,.		

			1	1	1		I
Category	Activity	Allowed	Allowed with	Not Allowed	Documentation Required	Conditions	Reasonable and Necessary qualifiers
,	Stipends for teachers to attend PD				•		·
	activities during regularly scheduled PD days (during school year, within teacher contracted						
Stipends	attendance days)			X			
	Stipends to pay teachers for						
Stipends	attendance at conferences			X			
Stipends	Stipends to pay teachers for PD delivered during school breaks		x		Agenda for PD activity, sign in sheets	Teachers may not be paid stipends for days they are already being paid to work under regular teacher contract	
Cp G G.G	general states and a second states are second states and a second states are second states and a second states are secon						Principals and assistant
Stipends	Stipends to pay principals/assistant principals to present or attend professional development		х		Agenda for PD activity, sign in sheets	Must be outside normal school hours (evening, weekends, and/or before or after principal/AP contract dates)	principals may not be paid while on the clock for regular duties (teachers' day may end at 3pm, but reasonably a principal or AP does not stop working until 45-60 minutes past end of school day).
Subscriptions	Subscriptions to PD journals or webinars	x			Proof of payment, course descriptions/agenda (webinars), proof of completion report		
Tuition Assistance	Reimbursement for college course tuition to attain certification		x		Proof of registration, payment, course descriptions, proof of completion and grade report	Must be education-related courses	

			Allowed with		Documentation		Reasonable and Necessary
Category	Activity	Allowed	Conditions	Not Allowed	Required	Conditions	qualifiers
	Reimbursement for college course						
	tuition in non-education related						
Tuition	courses (example: business, IT,						
Assistance	engineering)			X			
Tuition	Reimbursement for college course						
Assistance	tuition for religious courses			X			
					Proof of registration,		
					payment, course		
					descriptions, proof of		
Tuition					completion and grade		
Assistance	Reimbursement for Praxis test	X			report	Must have passing grade	

^{**}No payments in advance of services delivered (Exceptions are conference registration, conference hotel deposit, conference airfare)