



**Unit A & Unit B Professional Development  
PD Application & Committee Meeting Schedule  
2018-2019 School Year**

**Unit B Meeting Time: 2:30 PM – 3:00 PM @ Westwood Conference Room  
Unit A Meeting Time: 3:15 PM – 4:30 PM @ Westwood Conference Room**

All PD applications MUST BE submitted in advance for approval.

<b>Deadline for Submitting Applications 2 Working Days Prior to Meetings</b>	<b>PD Committee Meeting Dates</b>
Monday August 27, 2018	Wednesday August 29, 2018
Monday September 17, 2018	Wednesday September 19, 2018
Monday October 22, 2018	Wednesday, October 24, 2018
Monday November 26, 2018	Wednesday November 28, 2018
Monday December 17, 2018	Wednesday December 19, 2018
Friday January 14, 2019	Wednesday January 16, 2019
Monday February 11, 2019	Wednesday February 13, 2019
Monday March 11, 2019	Wednesday March 13, 2019
Monday April 8, 2019	Wednesday April 10, 2019
Monday *May 13, 2019	Wednesday May 15, 2019
<b>*All Year End PD Application Requests Must Be Submitted by May 15, 2019 to Encumber Funds and Meet the Business Office Year-End Procedures</b>	
June 10, 2019 (Summer Applications Reviewed)	June 12, 2019 (Summer Applications Pending July 1, 2019 Budget Approval)

Please contact Laura Surprise in the Office for Assessment & Accountability at 642-9320 or  
[l.surprise@schoolsofwestfield.org](mailto:l.surprise@schoolsofwestfield.org) for all questions regarding Unit A & Unit B Professional Development