



## TEACHER-AUTHORED PROFESSIONAL LEARNING ACTIVITY (TAPLA)

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

Brief description of the TAPLA:

How will this activity benefit students?

How will this activity address Dallas School District Licensed Teacher Evaluation Standards?  
Please reference the standards.

How will the learning be shared with colleagues?

Projected completion date: \_\_\_\_\_

### Budget:

**Substitute costs** \_\_\_\_\_ days x \$250/day = \_\_\_\_\_

### Materials:

Description \_\_\_\_\_ Estimated Cost \_\_\_\_\_

Description \_\_\_\_\_ Estimated Cost \_\_\_\_\_

Description \_\_\_\_\_ Estimated Cost \_\_\_\_\_

**Travel Costs** \_\_\_\_\_ miles x \$0.55 = \_\_\_\_\_

**Stipend** (for work done outside of regular contracted responsibilities and work day)

(If 7 hours or more, use the daily rate of \$150) \_\_\_\_\_ days x \$150 = \_\_\_\_\_

(If under 7 hours, use the hourly rate of \$31.27) \_\_\_\_\_ hours x \$31.27 = \_\_\_\_\_

**Total Estimated Cost:** \_\_\_\_\_

Supervisor's Signature \_\_\_\_\_ Date \_\_\_\_\_

### Directions:

1. Complete the form, discuss with your administrator, and obtain a signature.
2. Send signed form to Cory Bradshaw at the District Office.
3. Receive notice from the District Office that funds have been granted.
4. Complete the activity and submit a written reflection to your building administrator within 30 days of your expected completion date.