

Qualifications for Supervising/Mentoring/Team Assignments

Be sure to review thoroughly. Outdated or incorrect paperwork will be returned to participants, resulting in delays or forfeiture of State Continuing Education Clock Hours (SCECHs) for the activity.

1. Verification forms must be received within timeframes listed below.
2. All participants will be charged \$10 per application.
3. The SCECHs for these Non-Traditional Activities are only available to educators who work in Macomb County.
4. The number of SCECHs available has been reduced to 25 per activity.

Supervising student teacher/teacher intern

- Supervising teacher must supervise intern/student teacher not less than 8 weeks.
- Must submit a letter stating the name of the teacher intern, the time frame and your performance on school letterhead, signed by the principal.
- Must submit verification form.
- Only one student teacher/teacher intern is eligible.
- Spring semester paperwork can be returned in June but will not be uploaded until after June 30 but before July 31 of the current year. Fall semester paperwork can be returned in November but will not be uploaded until December 31 but before January 31 of the current year.
- This activity is worth 25 SCECHs. The total an individual can earn over the five year renewal period for this activity is now 75 SCECHs.

Participants must supervise for full placement period not less than 8 weeks. Participants must teach in Macomb County to be eligible to receive the SCECHs for this activity.

New teacher mentor

- Must mentor for a full semester of year.
- Must submit a letter stating the name of the teacher intern, the time frame and your performance on school letterhead, signed by the principal.
- Must submit a verification form.
- Only one new teacher mentor is eligible.
- Spring semester paperwork can be returned in June but will not be uploaded until after June 30 but before July 31 of the current year. Fall semester paperwork can be returned in November but will not be uploaded until December 31 but before January 31 of the current year.
- This activity is worth 25 SCECHs. The total an individual can earn over the five year renewal period for this activity is now 75 SCECHs.

Participants must mentor for full placement period not less than 8 weeks. Participants must teach in Macomb County to be eligible to receive the SCECHs for this activity.

School improvement teams

- Candidate must be an active member.
- Candidate must participate in 3/4 of meetings, but no less than six meetings in a school year.
- Staff meetings are not eligible.
- Must submit a verification form.
- Documentation must include original attendance, agenda OR minutes which show attendance. Email documentation is not allowed.
- Paperwork can be returned in June but will not be uploaded until after June 30 but before July 31 of the current year.
- Activity must take place between September to June (current school year) only.
- This activity is worth 25 SCECHs. The total an individual can earn over the five year renewal period for this activity is now 75 SCECHs.

Only one activity per participant is allowed. Participants must teach in Macomb County to be eligible to receive the SCECHs for this activity.

Macomb Committee Teams

- Candidate must be an active member.
- Candidate must participate in 3/4 of meetings, but no less than six meetings in a school year.
- Staff meetings are not eligible.
- Must submit a verification form.
- Documentation must include original attendance, agenda OR minutes which show attendance. Email documentation is not allowed.
- Paperwork can be returned in June but will not be uploaded until after June 30 but before July 31 of the current year.
- Activity must take place between September to June (current school year) only. This activity is worth 25 SCECHs. The total an individual can earn over the five year renewal period for this activity is now 75 SCECHs.

Only one activity per participant is allowed. Participants must teach in Macomb County to be eligible to receive the SCECHs for this activity.