This school year, the Office of Education is pleased to offer our teachers a variety of online courses covering various professional development topics based on data that was collected last school year. In partnership with the School Leadership Center of Greater New Orleans, we will be offering four online courses, each with eight hours of content worth 0.8 CEUs.

When school created their professional development plans over the summer, your principal and your professional development planning committee selected at least one of the topics that are offered through our online platform. As a staff, you will complete four one-hour professional development sessions, in-person or via Zoom. All staff members will participate in these sessions.

Following the sessions, if you wish to complete the additional work to receive CEUs, you will follow the directions outlined below.

1. Register for the course by going to https://diocese-of-jackson-office-of-education.teachable.com/courses. Select the class that your staff is completing together and register.
2. Following your professional development meeting, you should log into the course and complete the supplemental professional development activities before the next session at school. Your principal can provide the scheduled dates for each session.
   a. Each time you log in to your course, be sure that you log your start and finish time. There will be a link to a clock-in and clock-out form at the beginning and end of each module.
   b. There are several reflection questions and activities throughout each module. To receive credit for your CEUs, all questions and forms must be completed. Since this is an online course, Delta State requires proof of completion. We will collect all forms tied to your email address and submit them with your CEU application.
   c. Once you have completed the course, you should download an application for CEUs from your course. Complete the application and mail it with a check made out to Delta State University for $15 to:
      Catholic Diocese of Jackson Office of Education
      Attn: Stephanie Brown
      237 East Amite Street
      Jackson, MS 39201

*Delta State will not accept applications mailed to their office. These must be sent from our office with all documentation included.

If you wish to complete additional classes outside of the ones selected for your staff, you may complete these at your own pace, following the same process outlined above.

If you have any questions about the process, contact Stephanie Brown, Assistant Superintendent at stephanie.brown@jacksondiocese.org.