MARIN
COLLEGE OF MARIN

Request for Classified Staff Development Funds and/or Travel

SUBMIT COMPLETED FORM TO PROFESSIONAL LEARNING COMMITTEE STAFF SUPPORT

Name Mary Kesler Date 9/2/26

Department PRIE Email mkesler@marin.edu

Title of Activity 4CPD Annual Conference

Meeting ☐ Conference ☑ Workshop ☐ Credit Class ☐ Noncredit Class ☐ Webinar ☐

Sponsored by: 4CPD - Ca Community College Council for Professional Development

Location: Walnut, CA In person ☑ Online ☐

Dates of Leave: From 10/14 to 10/16/26 All day or hours

Describe the job-related benefit of this activity: (Include a web link or attach promotional materials for the event.)

The 2026 4CPD Conference elevates practice and inspires action by equipping attendees with tools and insights on emerging trends that strengthen professional learning on our campuses, with our colleagues, and for ourselves. We hope our conference will create an engaging environment where educators can share experiences, learn from one another, and develop innovative strategies that can be implemented in their respective institutions.

After your event, you will be asked to complete a brief survey about the activity.

TITLE V FUNDING AUTHORIZED USES

Activities funded by Title 5 Staff Development Funds must be related to one of the following authorized uses. Please check all categories that apply.

- ☐ 1. Improvement of teaching
- ☑ 2. Maintenance of current academic and technical knowledge and skills
- ☐ 3. In-Service training for vocational education and employment preparation programs
- ☐ 4. Retraining to meet chaning instiutional needs
- ☐ 5. Inter segmental exchange programs
- ☐ 6. Development of innovations in instructional and administrative techniques and program effectiveness
- ☐ 7. Computer and technological proficiency programs
- ☐ 8. Courses and training implementing affirmative action and upward mobility programs
- ☑ 9. Other activities determined by the Board of Govenors to be related to educational and professional development pursuant to criteria established by the Board of Govenors of the California Community Colleges, including but not necessarily limited to programs designed to develop self-esteem.

BUDGET INFORMATION

All items must be completed or the form will be returned.

Rountrip transportation:

Car: _____ miles @ _____ /mile = $ 0

Airfare: $

Other: $

Hotel: Your cost for nights is $

Conference fee: $ 691.88

Meals: $

Other fees: $

Total Travel Cost: $ 691.88

Amount to be paid from Staff Development Funds (max. $500): $

Difference to be paid from other funds: $ 0

Staff Development FOAP: 11100-51001-52000-675000

SIGNATURES

Mary Kesler (Sep 2, 2026 11:03:24 PDT) Sep 2, 2026

Employee's Signature Date

Holley Shafer Sep 2, 2026

Supervisor's Signature Date

Chair, Professional Learning Committee Date

Director of PRIE, Budget Manager Date