Role of the LPDC

Purpose: The purpose of the ODE Local Professional Development Committee (LPDC) is to create the standards, policies, and procedures for educator growth through professional development to ensure that educators stay highly qualified in their field, resulting in continuing licensure.

Mission: The mission of the ODE LPDC is to ensure educator quality by providing a direct link between high standards of quality professional development, continuous improvement and continuing educator licensure.

Vision: The vision of the ODE LPDC is to be a model LPDC grounded in quality professional development principles.

Local Professional Development Committee Officers

Dwight Anstaett, Chair LPDC dwight.anstaett@ode.state.oh.us

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Office of Licensure is 614.466.3593





Maintaining Educator Licensure

Created by the ODE

Local Professional Development Committee

Maintaining a License

<u>Policies:</u> It is your responsibility as a certified/licensed employee to monitor the expiration date(s) of your license(s).

IPDP: Individual Professional Development included within an Individualized Professional Development Plan (IPDP) should reflect the needs of the community, district, building, classroom, or individual as it applies to the agency Continuous Improvement Plan. The majority of the indicated professional development should be relevant to the current working assignment, except as approved by the LPDC. (Ex: coursework towards master's degree, specific licensure program)

Every employee wishing to obtain Continuing Education Unit (CEU) credit for licensure renewal current must have an approved IPDP prior to completion of CEU/ Equivalent Other Activity (EOA). IPDPs which are denied may be resubmitted with modification or they may be appealed.

CEU/EOA/PD: CEUs for EOA may be awarded for license renewal credit based upon standards established by the LPDC. Activities must directly linked to an approved IPDP. Applicants will be asked to justify the credit values sought through the activity/project. The appropriate equivalent activity form shall be approved before beginning the activity for which the CEUs are sought. Credit for activities begun before proposal approval will not granted.

Equivalent Credit

CEUs shall be assigned as deemed appropriate by the LPDC. The following guidelines shall be considered:

1 hour (of contact time) = .1 CEU
10 contact hours = 1 CEU
3 CEUs = 1 semester hour equivalent
2 CEUs = 1 quarter hour equivalent

Once a proposal is approved, it is the responsibility of the individual(s) to fully complete the components of the project in a timely manner as stated in the proposal. If modifications to the activity/project are to be made, these modifications should be submitted in writing to the LPDC chairperson as soon as possible. Deviations from the original proposal may result in a change in the number of CEUs granted for the activity/project.

LPDC Meeting Dates for the 2011-2012 Calendar Year

LPDC Meeting Date	Deadline to Submit Documents
September 21, 2011	September 14, 2011
October 19, 2011	October 12, 2011
November 16, 2011	November 9, 2011
December 21, 2011	December 14, 2011
January 18, 2012	January 11, 2012
February 15, 2012	February 8, 2012
March 21, 2012	March 14, 2012
April 18, 2012	April 11, 2012
May 16, 2012	May 9, 2012
June 20, 2012	June 13, 2012

Documentation for Review:

To guarantee consideration, documentation for review shall be submitted to the LPDC committee no fewer than seven days prior to the next regularly scheduled meeting.

All written items will be reviewed at the next regularly scheduled meeting of the LPDC.

Written notification of the review decision shall be provided within seven (7) days.



Questions:



- **Q:** When should I complete my IPDP?
- A: The Individual Professional Development Plan (IPDP) should be developed **prior** to taking any coursework activities. This allows the LPDC to determine if the proposed plan meets the requirements of the educator licensing rules. A new IPDP should be resubmitted/approved after a credential is renewed.
- Q: Do I have to develop an IPDP for each certificate or license I hold?
- A: No. Persons who hold multiple certificates will transition each certificate to a license when it comes due for renewal. An IPDP covers a period of time. A plan can be developed to address more than one area of certification/licensure. Professional development activities can be applied to more than one area of licensure if the activities align with the stated IPDP goals in an approved plan and the activities have taken place since the latest issue date of the certificate to be transitioned.
- Q: Where can I get the applications for certificate and/or licensure?
- A: Step 1. www.education.ohio.gov
 - Step 2. Click **Educator Licensure Application**
- Q: Where can I access more information about the ODE LPDC forms?
- A: Step 1. www.education.ohio.gov
 - Step 2. Click **Employees** at the bottom of the page
 - Step 3. Click on LPDC Overview