

Lakewood City Schools

Local Professional Development Committee Unit Options

<u>OPTIONS FOR PLAN OF ACTION</u>	<u>STIPULATIONS</u>	<u>MAXIMUM CEUs</u>	<u>ACCOUNTABILITY/ INDICATOR OF SUCCESS</u>
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COLLEGE/UNIVERSITY COURSEWORK

Course/Seminar for Credit	Must be taken through an NCATE accredited college or other approved secondary educational institution. Coursework must be directly related to the individual's Professional Development Plan		College transcript or grade card (Copy is permitted)
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PARTICIPATION IN A PROFESSIONAL ORGANIZATION

Teaching a college course/seminar through NCATE accredited college or other approved secondary institution	1 CEU per credit hour of the course. May only be used once per course title	Not to exceed 15 CEU's per license cycle	College or University Contract
Teaching adult vocational/technical course	May only be used once per course title	Not to exceed 15 CEU's per license cycle	College or University Contract
Presentation delivered to a professional organization. Delivered out of district.	Preapproval Required. Applies to first presentation of each topic	5 CEUs per license cycle (1 CEU per presentation)	Outline, handouts, and/or conference program

*Note: Changes for the maximum CEU's per license cycle go into effect for all licenses that expire on or after June 30, 2018.

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PARTICIPATION IN A PROFESSIONAL ORGANIZATION, continued

Professional education organization activities	<p>Must be service on a formal non-district committee organized by an educational agency or organization.</p> <p>Must contribute to the education profession or add to the body of knowledge in the individual's specific field</p>	5 CEUs per license cycle based on 50 documented contact hours	Certificate of Participation documenting hours.
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SCHOOL/DISTRICT, continued

Mentor of Resident Educator	Must be mentoring a teacher, administrator, or specialist as part of the RE Program	6 CEUs per mentoring experience	Documentation from Director of Human Resources.
Supervisor of Student Teachers	Must be supervisor of undergraduate student, graduate student or student teacher	6 CEUs per student teacher experience	Documentation from college/university liaison
District-wide committee work.	Must be service on a formal district-wide committee	Maximum of 8 CEUs per license	Documentation of participation, i.e. agenda
Curriculum development	Must be service on a formal district-wide committee organized by local, state, national, or international education agency or organization	1 CEU per committee 5 CEUs per license cycle	Documentation of participation

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SCHOOL/DISTRICT, continued

* Supervisor of Field Experience students	Students must be enrolled in West Shore Career Tech or University program.	1 CEU per student. 5 CEU's per license cycle.	Documentation from West Shore Career Tech or University.
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CONFERENCE/WORKSHOP

Professional (local, state, national) conference, workshop, institute	Must include only time spent in those portions of the conference program that contribute to the participant's knowledge, competence, performance, or effectiveness relative to individual professional development plan	18 CEUs per license cycle	Certificate of attendance documenting hours of attendance.
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SELF-DIRECTED EDUCATION

Publication of Original Work: - Professional Journal - Professional Text	If published, must contribute to the education profession or add to the body of knowledge in individual's specific field. Must be a commercially published book or article. If not accepted, content area specialist finds article to be of publishable quality.	6 CEUs per text 3 CEUs per journal article	Copy of publication OR If not accepted, copy of article
*Externship	Pre-approval required. Must be formal program with an application process. Knowledge and experience gained must be applicable to the classroom.	3 CEUs per experience. 1 experience per license cycle.	Acceptance letter and letter confirming completion of externship.

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SELF-DIRECTED EDUCATION, continued

<p>* Community/business educational activity</p>	<p>Pre-approval required. Must engage in long-term partnership with a community organization or business designed and planned for the purpose of increasing student achievement and development.</p>	<p>3 CEUs per license cycle</p>	<p>Documentation of partnership specifying the activity. Documentation of the activities.</p>
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