

Crestwood Local School District

Individually Designed Professional Development Activity

Under SB 230 The Crestwood Local Professional Development Committee may grant CEU credit for activities designed and implemented by individuals.

When designing an activity staff members must consider the following:

- A. The appropriate **Activity form** shall be approved **before** beginning an activity where CEUs for said activity are sought.
- B. Activities must be directly relevant to an approved IPDP.
- C. Individual staff members must justify the credit value sought through their activity/project.
- D. Total value of CEUs must be approved by the LPDC.
- E. The staff member shall provide seven copies of the application to the LPDC.
- F. Duties which are part of ones regular duties or paid supplemental duties will not be considered for equivalent activity credit.
- G. Upon completion of an approved CEU activity credit shall be verified by the LPDC.
- H. The LPDC shall provide a certificate of completion indicating the CEU credit value earned.
- I. CEU credits for individually designed activities may not exceed 12 during the renewal cycle.
- J. Submission for credit must contain appropriate documentation to support the proposal.
- K. Application must be on original forms.

Staff collaboration is an important part of professional improvement. The LPDC encourages staff members to share their work with their colleagues whenever possible.

The Crestwood LPDC encourages staff members to design and implement activities that will provide maximum benefit to our students directly. To that end we are committed to assist in the development of such activities.

Some possible activities might include:

- ▶ Mentoring.
- ▶ Publication of original work.
- ▶ North Central Association activities.
- ▶ Presenter at a workshop or conference.
- ▶ Site Based Planning.
- ▶ Community involvement.
- ▶ Program creation.
- ▶ Curriculum development.
- ▶ Technology application projects.
- ▶ Any other staff designed activity.

Crestwood Local Professional Development Committee

Individually Designed Activity Proposal

Name _____ Date _____

(If a group, each person must file then submit together)

Goal: (from individual's approved IPDP)

Process: (Describe the activity.)

Benefits: (How will this activity directly benefit Crestwood's students?)

Assessment: (How will the success of the activity be measured?)

Collaboration: (How will you share your work with your colleagues?)

Timeline: (Proposed time frame and completion date.)

Verification: (How will you verify the completion of the activity to the LPDC for credit?)

Teacher Signature _____ **Date** _____

Number of CEU credits applied for:

LPDC Signature/Approval _____ **Date** _____

LPDC Chairperson

LPDC Signature/Non-Approval _____ **Date** _____

LPDC Chairperson

Number of CEU Credits approved:

Activity completed _____ **Date** _____

(Approved credits granted)

Signature of LPDC Chairperson

