

Dartmouth Public Schools Project TIME (Teacher Induction and Mentoring)

Your first resource for information! <http://www.doe.mass.edu/recert/qa.html#plans>

Individual Professional Development Plan (IPDP)

An Individual Professional Development Plan (IPDP) is an opportunity for educators along with their supervisor to create their own professional learning plan in order to better support student achievement.

The Massachusetts Department of Elementary and Secondary Education (DESE) has set requirements for all educators to renew their professional licenses in a five-year cycle. At the start of each five-year cycle, educators develop a professional development plan in collaboration with their supervisors. This plan is called an Individual Professional Development Plan (IPDP). The educator must state his/her goals during the current cycle; 80% of the goals in an IPDP must align with existing school and system goals. The supervisor signs off the plan, thus indicating agreement with the goals.

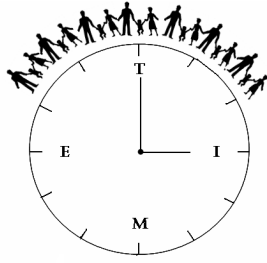
EDUCATORS WITH PRELIMINARY OR INITIAL LICENSE

In order for an educator to move from an Initial to a Professional License, the DESE requires participation in an approved district first year Induction and Mentoring Program, **as well as 50 hours of mentored professional development beyond the first year.** Although educators who do not yet have a Professional License are not required to write an IPDP, there is an explicit understanding that they will work with their evaluators to set goals and to then engage in professional development that will enhance their professional knowledge and skills.

PLEASE NOTE: In order to receive reimbursement from Dartmouth Public Schools for Professional Development you need to submit your IPDP that is aligned to the our DIP/SIP! (Regardless of your license status)

ADDITIONAL INFORMATION

- An IPDP may be found on our webpage, under 'Staff Information' then "Forms"
- You may use the Educator Plan with IPDP form to merge the two documents. (Educator Plan and IPDP)
- You are responsible for your IPDP, including initiating a meeting with your supervisor to create the plan, and for initiating the four meetings during the five-year cycle required to review the IPDP with your supervisor and to obtain his/her signature.



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WHAT KINDS OF ACTIVITIES ARE CONSIDERED PROFESSIONAL DEVELOPMENT AND CAN COUNT FOR PDPs?

Only teachers with a professional license need to earn PDP's.

Activities may involve content or pedagogy. Content is the "what" of learning while pedagogy is the "how" of learning. Some activities involve both. The DESE has set categories in which educators may earn PDPs, and most of these categories have limits to the number of PDPs available. Descriptions of the categories, with examples, are on the DESE website: <http://www.doe.mass.edu/recert/2000guidelines/sect2.html>

You must earn 150 PDPs every five years to renew your primary license. You need an additional 30 PDPs for each additional, active license.

- PDPs must be earned in groups of at least 10 PDPs on a topic.
- At least 15 PDPs related to SEI or English as a Second Language.
- At least 15 PDPs related to training in strategies for effective schooling for students with disabilities and instruction of students with diverse learning styles.
- At least 90 of the PDPs must be in the content area of the license or in pedagogy directly related to the educator's primary license, with at least 60 of these PDPs in the content area of the education's primary license.

Use this checklist to be sure your learning will earn PDPs:

- Is the proposed learning consistent with your IPDP? Is your IPDP consistent with school and/or system goals?
- Is your supervisor in agreement that this learning relates to the goals in your IPDP?
- Have you recorded the time devoted to this activity, being sure that there have been at least ten hours devoted to each topic?
- Have you produced a demonstration of learning in the form of lessons, assessments, and/or reflections?
- Can you access all of this information easily in case of an audit?