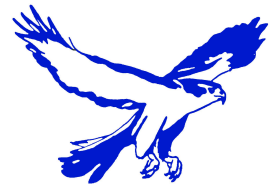


Fairless Local Schools LPDC Informational Guide



2024-2025

FAIRLESS LOCAL SCHOOLS



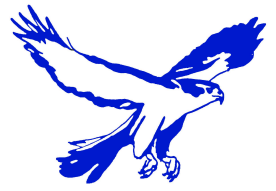
LPDC MEMBERS

- Admin- Julie Weyandt - julie.weyandt@fairless.sparcc.org
- Admin - Elementary School - Natalie Gilkerson - natalie.gilkerson@fairless.sparcc.org
- Teacher - High School- Liz Barkan - elizabeth.barkan@fairless.sparcc.org
- Teacher - Middle School- LuAnne Frase - luanne.frase@fairless.sparcc.org
- Teacher - Elementary School-Julianna Beaver- julianna.beaver@fairless.sparcc.org

LPDC committee email: lpdc@fairless.sparcc.org

Reminder: Prior to paying for graduate level credit, please be sure to contact LPDC to ensure credits will be approved for license renewal.

Reminder: You must have an active IPDP to be eligible for license renewal and management of license renewal is part of the educator's professional responsibility.



LPDC Conversion Chart

In order to renew your license you need:

- **6 Graduate Credits** (accredited university, recommend pre-approval from LPDC)

OR

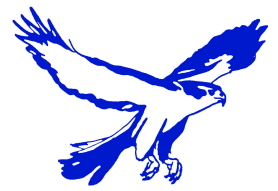
- **180 Contact Hours** (any training you receive a certificate where the hours are listed)

OR

- **18 Continuing Education Units** (.1 per contact hour)

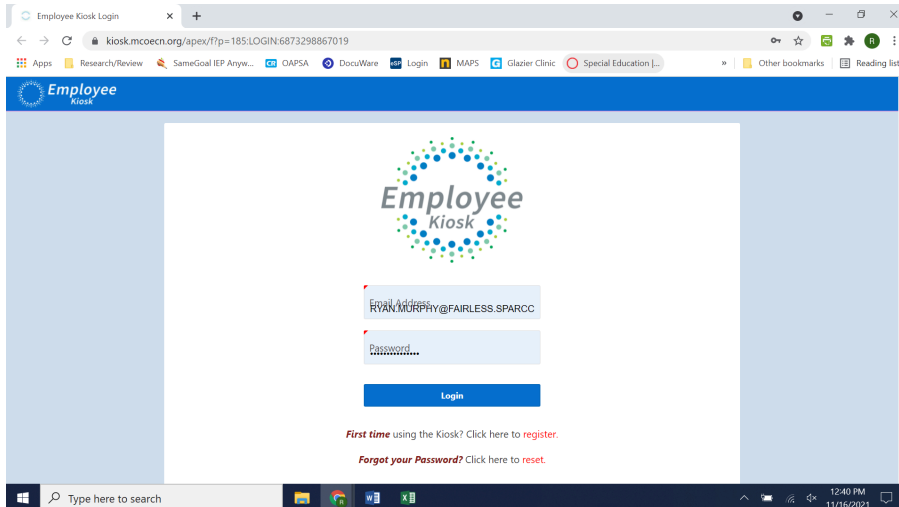
OR

- **A combination of any of the above**

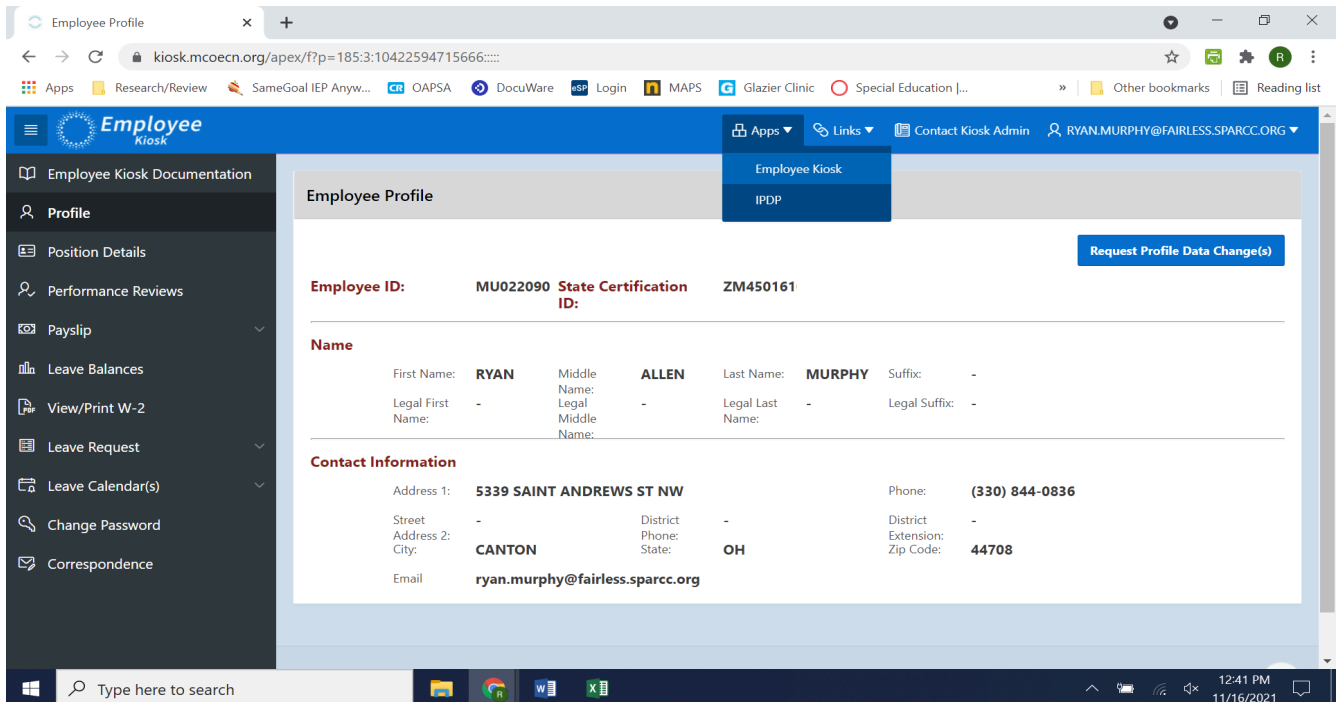


CREATING AN IPDP PLAN

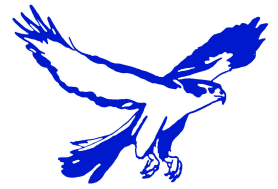
- **Go to Employee Kiosk and login**



- **At the top select apps and click on IPDP**



FAIRLESS LOCAL SCHOOLS



- Name your plan
- Leave approving supervisor as none
- Mission: 5 year renewal

Development Plan Create

kiosk.mcoecn.org/apex/?p=220:21:10422594715666:::21:P21_PLAN_TEMPLATE_ID,P21_COMMITTEE_ID:CCC060DBDC9F2AEFE053100AE60A00EA,CCBDF35...

Apps Research/Review SameGoal IEP Anyw... OAPSA DocuWare Login MAPS Glazier Clinic Special Education [Other bookmarks Reading list]

IPDP Profile Development Activities LPDC Committee District Admin Apps RYAN.MURPHY@FAIRLESS.SPARCC.ORG

Individual Navigation Committee Member N District Admin Naviga

Fairless IPDP

Name Of Plan:

Select Committee Fairless LPDC

Approving Supervisor None

Applies to Licenses

ZM4501610 - Permanent - Professional - Permit - Staff - 08/20/2012

Mission: Other

Other Mission Desc:

Describe your plans for renewing your next license

Type here to search 12:41 PM 11/16/2021

- First box- Describe how you plan to renew your next license
- Second box- How does that plan align to our district goals

Development Plan Create

kiosk.mcoecn.org/apex/?p=220:21:10422594715666:::21:P21_PLAN_TEMPLATE_ID,P21_COMMITTEE_ID:CCC060DBDC9F2AEFE053100AE60A00EA,CCBDF35...

Apps Research/Review SameGoal IEP Anyw... OAPSA DocuWare Login MAPS Glazier Clinic Special Education [Other bookmarks Reading list]

IPDP Profile Development Activities LPDC Committee District Admin Apps RYAN.MURPHY@FAIRLESS.SPARCC.ORG

Individual Navigation Committee Member N District Admin Naviga

Other Mission Desc:

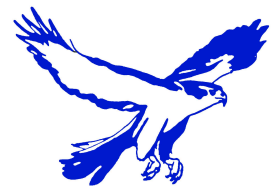
Describe your plans for renewing your next license

Procedure - Professional Development Plan Goals

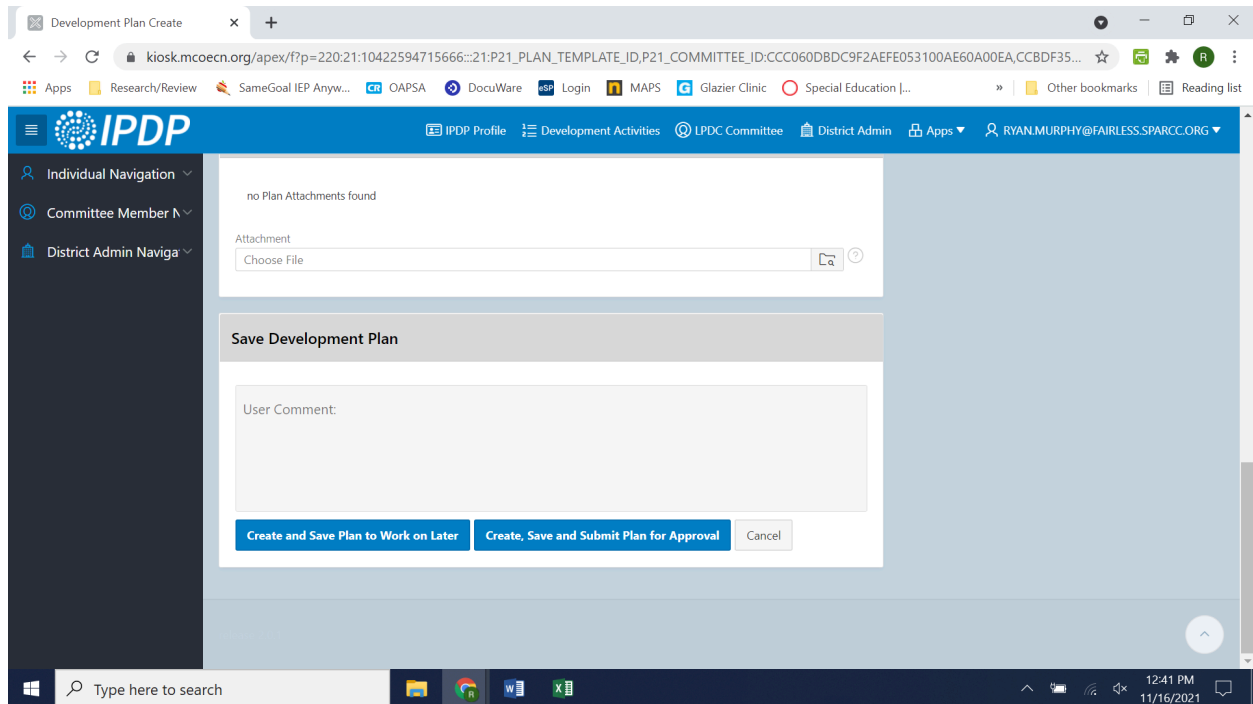
How does your professional development plan align to the districts continuous improvement plan?:

0 of 2000

Type here to search 12:41 PM 11/16/2021



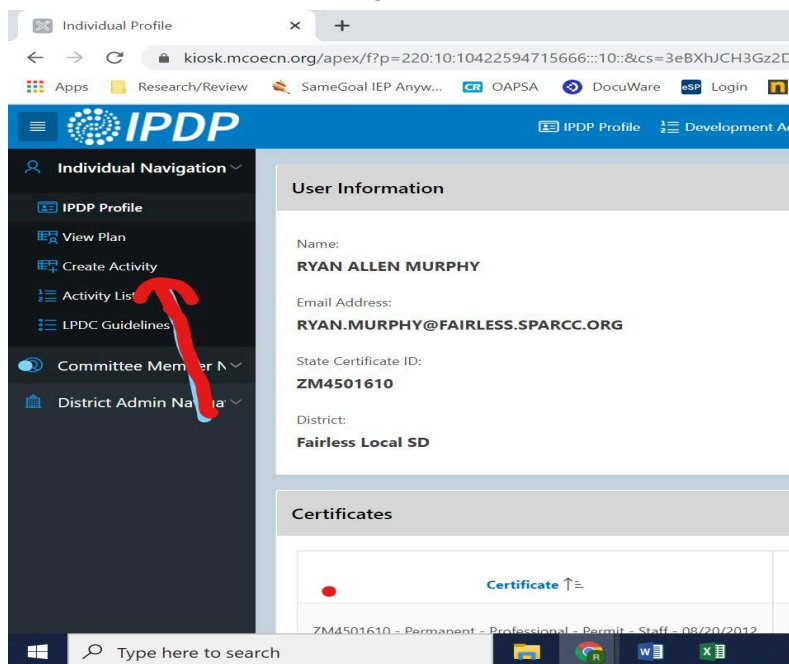
- Click create, save, and submit plan for approval



SUBMITTING AN ACTIVITY

****This can only be done AFTER your IPDP plan is submitted and approved****

- Select create activity on the left hand side of the screen



FAIRLESS LOCAL SCHOOLS



- Fill in activity name, date of activity, transcript or certificate, provider
- Leave approving supervisor as none

Professional Development Activiti x +

kiosk.mcoecn.org/apex/f?p=220:55:10422594715666:::55:G_RETURN_TO_PAGE:10&cs=14F24F63481EE7F099BEEAEC

Apps Research/Review SameGoal IEP Anyw... OAPSA DocuWare Login MAPS Glazier Clinic Special

IPDP IPDP Profile Development Activities LPDC Committee Dist

Individual Navigation

- IPDP Profile
- View Plan
- Create Activity**
- Activity List
- LPDC Guidelines

Committee Member N

District Admin Naviga

Fields with a red mark on the left top corner are required. Fields with a small question mark button on the right top corner are optional. Click on the question mark to view the help text.

Activity Name:

Activity Begin Date: (use MM/DD/YYYY format)

Activity End Date: (use MM/DD/YYYY format)

Select Plan/Certification:

Ryan Murphy IPDP Renewal 2021 - ZM4501610 - Permanent - Professional - Permit - Staff - 08/20/2012- Plan Effective/Approved:09/24/2021

Verification Method: Transcript

Provider:

Approving Supervisor: None

Type here to search

- Fill in the appropriate hours for the activity. Remember contact hours and CEUs ARE NOT the same number. (CEU= .1 per hour)

Professional Development Activiti x +

kiosk.mcoecn.org/apex/f?p=220:55:10422594715666:::55:G_RETURN_TO_PAGE:10&cs=14F24F63481EE7F099BEEAECB7CA40A0D

Apps Research/Review SameGoal IEP Anyw... OAPSA DocuWare Login MAPS Glazier Clinic Special Education [..

IPDP IPDP Profile Development Activities LPDC Committee District Admin Apps RYAN.MURPHY@FAIRLESS.SPARRC.ORG

Individual Navigation

- IPDP Profile
- View Plan
- Create Activity**
- Activity List
- LPDC Guidelines

Committee Member N

District Admin Naviga

Semester Hours: Quarter Hours: CEU Credit: Contact Hours:

NOTE: Contact Hours CANNOT include any part of your lunch hour or any breaks that you may have taken.

Graduate Credit Hours

Yes
 No

Contact Hours

Yes
 No

Description:

Type here to search

1:00 PM 11/16/2021

FAIRLESS LOCAL SCHOOLS



- Complete the description and activity focus for that specific activity

Professional Development Activi x +

kiosk.mcoecn.org/apex/?p=220:55:10422594715666::55:G_RETURN_TO_PAGE:10&cs=14F24F63481EE7F099BEEAECB7CA40A0D

Apps Research/Review SameGoal IEP Anyw... OAPSA DocuWare Login MAPS Glazier Clinic Special Education [...]

IPDP IPDP Profile Development Activities LPDC Committee District Admin Apps RYAN.MURPHY@FAIRLESS.SPARCC.ORG

Individual Navigation

- IPDP Profile
- View Plan
- Create Activity
- Activity List
- LPDC Guidelines

Committee Member N

District Admin Naviga

Description:

Activity Focus:

Comment:

Cancel Create Activity Request

Type here to search

1:00 PM 11/16/2021

- You MUST attach the certificate or transcript for the activity
- Then click submit for final approval

Professional Development Activi x +

kiosk.mcoecn.org/apex/?p=220:53:10422594715666::P53_ACTIVITY_ID,P53_ACTIVITY_STATUS_ID:D0EC88613E875ED2E053100AE60AC714.initial&success...

Apps Research/Review SameGoal IEP Anyw... OAPSA DocuWare Login MAPS Glazier Clinic Special Education [...]

IPDP IPDP Profile Development Activities LPDC Committee District Admin Apps RYAN.MURPHY@FAIRLESS.SPARCC.ORG

Individual Navigation

- Committee Member N
- District Admin Naviga

Comment:

Edit Activity PRINT Activity Detail Submit Activity For Pre-Approval

Submit Activity For Final Approval

Activity Attachments

no Activity Attachments found

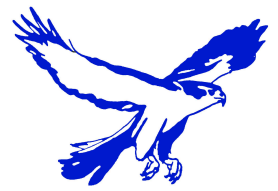
Add New Attachment to this Activity

Activity Change History

Type here to search

1:01 PM 11/16/2021

FAIRLESS LOCAL SCHOOLS



ARCHIVING AN IPDP PLAN UPON LICENSE RENEWAL

- Click on IPDP Profile

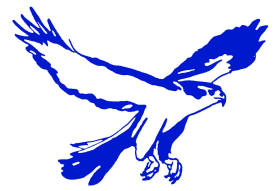
The screenshot shows the IPDP application interface. The left navigation menu is expanded, and a red arrow points to the 'IPDP Profile' option. The main content area displays 'User Information' for RYAN ALLEN MURPHY, including his name, email address (RYAN.MURPHY@FAIRLESS.SPARCC.ORG), State Certificate ID (ZM4501610), and District (Fairless Local SD). Below this is a 'Certificates' section with a table containing one entry: ZM4501610 - Permanent - Professional - Permit - Staff - 08/20/2012.

- Scroll to the bottom the screen and select the magnifying glass

The screenshot shows the IPDP application interface at the bottom. The 'Individual Professional Development Plan' section is visible, containing a table with one entry: Ryan Murphy IPDP Renewal 2021. A red arrow points to the magnifying glass icon in the first column of the table. The table has columns for Plan Name, Committee Description, Status, Submitted Date, Creation Date, Revision Date, Approved Date, Archived Date, Delete / Un-Delete, and Un-Archive / Re-Archive.

| Plan Name | Committee Description | Status | Submitted Date | Creation Date | Revision Date | Approved Date | Archived Date | Delete / Un-Delete | Un-Archive / Re-Archive |
|-------------------------------|-----------------------|----------|----------------|---------------|---------------|---------------|---------------|--------------------|-------------------------|
| Ryan Murphy IPDP Renewal 2021 | Fairless LPDC | Approved | 09/24/2021 | 09/24/2021 | - | 09/24/2021 | - | Delete | Re-Archive |

FAIRLESS LOCAL SCHOOLS



- When on your plan screen.. Scroll down to the bottom of the plan and select **Archive Plan**. This will allow you to be able to create a new plan for your new license renewal.