

# Garfield Heights City Schools LPDC

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Minutes of LPDC Meeting:

August 31, 2021

**Special Note:** Today's meeting was a special distance meeting utilizing the Zoom platform for the purpose of approving a lapsed license renewal. All business before the LPDC was accomplished with verbal responses. Signed documents will not be available for return.

**Present:** **Kim Barber:** High School Representative, **\*Nora Lopez:** Elmwood Representative, **Sherri Mercsak,** William Foster Representative, **Sean Patton:** Central Office Representative, **Jana Jenkins:** Administrative Designate, **Thomas Price:** Administrative Designate, *\*Chairperson*

**Not Present:**, **Julie Frederick:** Maple Leaf Representative, **Leah Keefe:** Middle School Representative, Jill Frimel: Administrative Designate

## IPDPs (Individual Professional Development Plans) Presented and Approved:

Elmwood: none  
William Foster: none  
Maple Leaf: none  
Middle School/L. Ctr: none  
High School: none  
Administration: none

## IPDPs Presented and NOT Approved:

None

## Activity Proposals Presented and Approved:

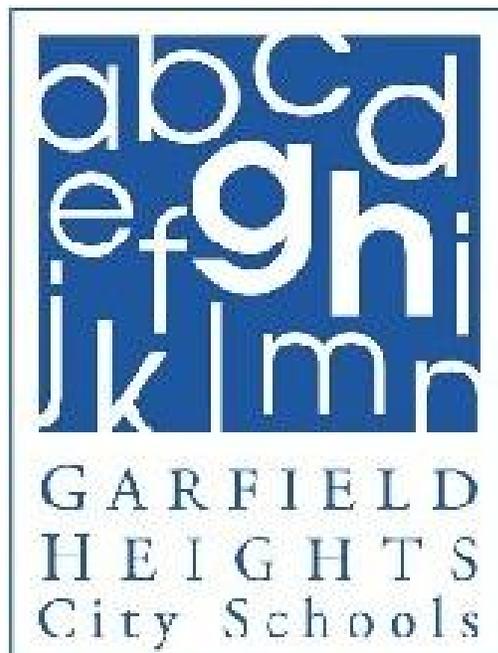
Elmwood: none  
William Foster: none  
Maple Leaf: none  
Middle School/L. Ctr: none  
High School: none  
Administration: none  
District-Wide: none

## Activity Proposals Presented and NOT Approved:

n/a

## Verifications Presented and Approved:

Elmwood: none  
William Foster: none  
Maple Leaf: none



**Middle School/L. Ctr:** none

**High School:** **D. Majors** (30 contact Hours- District PD 2/21 **and** 1 sem hr: Ashland University- EDU6310 The Always Ready Classroom 1/21 **and** 3 sem hrs: University of the Pacific- PEDU 9040 Safe and Respectful Learning Environments 3/21)

**Administration:** none

**License Renewals Processed:**

**Elmwood:** none

**William Foster:** none

**Maple Leaf:** none

**Middle School/L. Ctr:** none

**High School:** **D. Majors** (5 year Professional Elementary (1-8) License)

**Administration:** none

**Notifications of Application for Advanced License:**

**Elmwood:** none

**William Foster:** none

**Maple Leaf:** none

**Middle School/L. Ctr:** none

**High School:** none

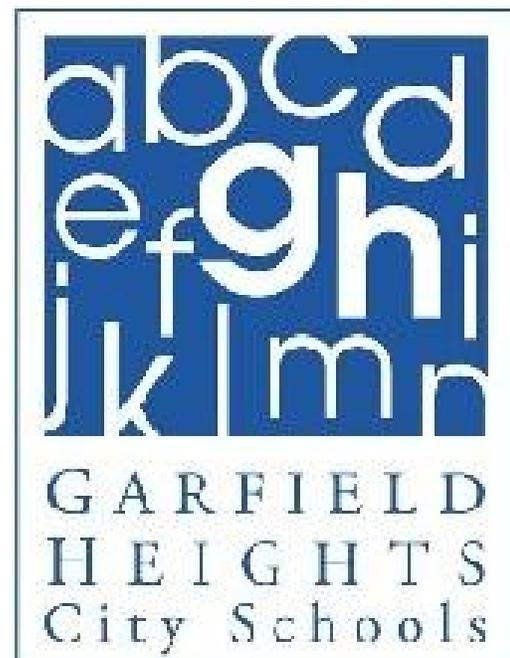
**Verification Forms for Educator Leaving / Entering District:**

**Entering:** None

**Leaving:** None

**Notes:**

- 1. Application hold time -- ODE limits hold times for applications to 60 days. Applicants who fail to submit required eligibility documentation within 60 days will receive a message stating the Department is declining their applications. Applicants are charged a non refundable \$25 processing fee for each application declined by the Department.***
- 2. Advanced License Renewal Policy: If you are NOT renewing your Senior or Lead Advanced license, then you will need to renew your past/expired Professional license. Those of you who choose to renew the Senior or Lead Advanced licenses will have to complete the Master Teacher program, again, and then provide documentation of completion to ODE at the time of the renewal. ODE***



***will NOT process your license without it. If you attempt to renew the advanced license without completing the Master Teacher program, there will be a FEE charged for incorrect license application processed. Please share your license renewal information with your LPDC representative accordingly.***

- 3. The process for ALL license renewal applications at ODE is digital. You can access your license renewal applications by signing into your SAFE account at ODE. Also, ODE will NOT be mailing paper licenses to the applicant. Licenses are available for download ONLY once the renewal process is complete.***
- 4. All forms, IPDPS, Activity proposals, etc. to be approved by the LPDC at a monthly LPDC meeting MUST be submitted in PD Express or to your LPDC Representative the day BEFORE the scheduled monthly meeting.***
- 5. You must have an approved IPDP on file in order to have any professional development approved by the LPDC.***
- 6. If you have any IPDP / Activity Proposal / Verifications addressed in any LPDC meeting minutes, please PRINT the minutes for your own personal professional file. You will need to supply the proof of professional development at license renewal time. All verifications must include proof of an ORIGINAL college transcript. Transcripts will not be returned to staff due to archiving for ODE auditing.***
- 7. The LPDC would like to encourage all staff members to monitor the accuracy of your credentials. This can be done by accessing the ODE Website and viewing your information.***
- 8. We are required by law to report identification attached to all decisions. For any IPDPs, Activity Proposals or Verifications which are denied, state ID numbers will be provided. See your representative as to why the decision was made. If you choose to appeal a decision, please submit an appeal form found at the LPDC website.***
- 9. All LPDC forms, helpful information and PD Express can be located at the GHCS district Website under the LPDC location.***

