

Garfield Heights City Schools LPDC

Minutes of LPDC Meeting:

December 4, 2018

Present: **Kim Barber:** High School Representative, ***Rob Keshock:** William Foster Representative, **Nora Lopez:** Elmwood Representative, **Chris Hanke:** Central Office Representative, **Jill Frimel,** Administrative Designate, **Julie Frederick:** Maple Leaf Representative, **Kali Strickland,** Administrative Designate

*Chairperson

Not Present: **Leah Keefe:** Middle School Representative, **Ashlee Ward,** Administrative Designate

IPDPs (Individual Professional Development Plans) Presented and Approved:

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

IPDPs Presented and NOT Approved:

none

Verifications Presented and Approved:

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

High School: **M. DeSalvo** (12 contact hrs: EOA--Lyndia.com/ edweb on line PD project 5/18)

Administration: none

Activity Proposals Presented and Approved:

Elmwood: none



William Foster: K. Davis (60 contact hrs: EOA -- Zones and Billy Book Studies Project)

Maple Leaf: none

Middle School/L. Ctr: S. Ullemeyer (3 sem. Hrs: Emporia University of Kansas-- HL850 Wellness Concepts and Prevention Strategies)

High School: none

Administration: none

District-Wide: [Submitted by E. Kosta] -- **Middle School** (25 contact hours for LETRS Training: Verification will be granted by GHCS LPDC by completing the GHCS LPDC Certificate of Credit form and include any/all LETRS Module Certificates); **and William Foster / Elmwood / Maple Leaf / Middle School** (40 contact hours for LETRS Training: Verification will be granted by GHCS LPDC by completing the GHCS LPDC Certificate of Credit form and include any/all LETRS Module Certificates)

Activity Proposals Presented and NOT Approved:

n/a

License Renewals Processed:

Elmwood: none

William Foster: none

Maple Leaf: none

Middle School/L. Ctr: none

High School: none

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:

A. Banning (IPDP and 6 semester hours of PD)



Notes:

- 1. 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.*
- 2. ODE Policy:** *As of February 28, 2015, license applicants will be able to upload official documentation in the form of college transcripts to their license renewal application instead of mailing paper documents.*
- 3. The process for ALL license renewal applications at ODE is now 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 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 out the minutes for your own 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. ***ALL staff members please read the Monthly LPDC minutes after each meeting to make sure proposed IPDPs, Activity Proposals, Verifications and other business has been addressed /approved.***
8. ***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.***
9. ***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. You may appeal a decision (Complete an appeal form.)***
10. ***All LPDC forms, helpful information and PD Express can be found at the GHCS district Website under the LPDC location. Check us out.***

