

Garfield Heights City Schools LPDC

Minutes of LPDC Meeting:

February 5, 2019

Happy Valentine's Day!

Present: **Kim Barber:** High School Representative, ***Rob Keshock:** William Foster Representative, **Nora Lopez:** Elmwood Representative, **Julie Frederick:** Maple Leaf Representative, **Jill Frimel,** Administrative Designate, **Ashlee Ward,** Administrative Designate

**Chairperson*

Not Present: **Leah Keefe:** Middle School Representative, **Chris Hanke:** Central Office Representative, **Kali Strickland,** Administrative Designate

IPDPs (Individual Professional Development Plans) Presented and Approved:

Elmwood: none
William Foster: none
Maple Leaf: none
Middle School/L. Ctr: **C. Saunders**
High School: **J. Cunningham**
Administration: none

IPDPs Presented and NOT Approved:

none

Verifications Presented and Approved:

Elmwood: **J. Bourdrez** (3 sem hrs: Andrews University--
Classroom Management Strategies 5/18)
William Foster: **K. Davis** (60 contact hrs: EOA -- Book study 12/18)
Maple Leaf: none
Middle School/L. Ctr: none

High School: **A. Pavelek** (3 sem. Hrs: Walsh University--EDT 6725 Creativity to Teach Standards 2/18 **and** 3 sem hrs: Walsh University--EDT 6916 Succeeding with Students of Poverty 4/18); **K. Hagan-lezzi** (20 contact hrs: EOA--Ohio School Board Association Capital Conference 9/18); **C. Lehman** (30 contact hrs: EOA--district professional development 2/19 **and** 30 contact hrs: EOA--Microsoft Sequence for Programmers 5/18); **P. Frame** (3 sem hrs: Andrews University EDCI 629-031 Teaching Poverty's Children 5/18 **and** 3 sem hrs: Andrew University--EDCI 629-194 Managing Art Classroom 5/18)



Administration: **B. Morris** (42.98 contact hrs: EOA -- Admin. Project 2018-2019 9/18)

Activity Proposals Presented and Approved:

Elmwood: none

William Foster: none

Maple Leaf: **C. Baxter** (5 contact hours: Wksp-- ESC -- Adolescent Literacy Regional Meetings)

Middle School/L. Ctr L. Skerl (3 sem hrs; Andrews University-- PB5792 Refocus and Recharge: Strategies for Finding Balance in Teaching **and** 3 sem hrs: Andrews University-- PB5028 Strategies for Decreasing Teacher Burnout: A Resilience Revolution)

High School: **P. Cunningham** (3 sem hrs: Andrews University--Advancement Courses:Teaching Grammar)

Administration: none

District-Wide: **GHCS 5-year Professional License Teachers** (30 contact hrs: EOA -- for GHCS district Professional Development (5-year cycle) to be approved @ license renewal time. Staff members choosing to use the 30 contact hours will submit a GHCS LPDC Certificate of Credit form (Form #6) to the LPDC to be approved at a monthly LPDC meeting. You must have an approved IPDP on file for the years listed on the Certificate of Credit form.)

Activity Proposals Presented and NOT Approved:

n/a

License Renewals Processed:

Elmwood: none

William Foster: **D. Bobeczko** (5 Year Professional Elementary Principal (K-8) License **and** 5 Year Professional Kindergarten - Elementary (K-8) License); **M. Hubert** (5 Year Professional License - Early Childhood (Grades P-3))

Maple Leaf: none

Middle School/L. Ctr: M. Unger (5 Year Professional Kindergarten-Elementary (K-8) License); **A. Tabor** (5 year Professional Elementary (1-8) License); **S. Cohn** (5 Year Professional Middle Childhood (4-9) License)

High School: **J. Dunbrook** (5 Year Professional Comprehensive High School (7-12) License); **K. Mazzolini** (5 Year Professional Adolescence to Young Adult (7-12) 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. PLEASE NOTE that when an e-signer declines or does not sign an application for any reason, the candidate is not charged a processing fee. Applicants may resubmit their applications with the required information.***
- 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. 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.***



- 4. 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.**
- 5. 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.**
- 6. You must have an approved IPDP on file in order to have any professional development approved by the LPDC.**
- 7. 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.**
- 8. 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.**
- 9. 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.**
- 10. 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.**
- 11. All LPDC forms, helpful information and PD Express can be found at the GHCS district Website under the LPDC location. Check us out.**

