Garfield Heights City Schools LPDC

Minutes of LPDC Meeting: **January 14, 2020**

Happy New Year from your LPDC Committee!

Present: Kim Barber: High School Representative, ***Rob Keshock**: William Foster Representative, **Nora Lopez**: Elmwood Representative, **Leah Keefe**: Middle School Representative, **Sean Patton**: Central Office Representative, **Jill Frimel**, Administrative Designate, **Bryan Petsche**, Administrative Designate

Chairperson

Not Present: **Julie Frederick:** Maple Leaf Representative, **Ashlee Ward,** 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:	**C. Crewdson**
Administration:	none

IPDPs Presented and NOT Approved:
none

Verifications Presented and Approved:

Elmwood: **L. Puchmeyer** (3 sem Hrs: The North Coast College-- Emotional Intelligence SS221 5/19)

William Foster: **D. Copeland** (3 sem. Hrs: The North Coast College -- Emotional Intelligence SS221 5/19); **L. Frank** (2 sem hrs: Cleveland State University -- CEL 621 Educational Policy 12/1/15; **and** 2 sem. Hrs: Cleveland State University -- CEL 618 Communicating Effectively 5/3/16; **and** 2 sem. Hrs: Cleveland State University -- CEL 630 Capstone 5/3/16)

Maple Leaf: none

Middle School/L. Ctr: **S. Bailor** (11.5 contact hrs: EOA-- Google Certified Educator Level One 5/18)

High School: **A. Sizler** (3 sem hrs: North Coast College--SS221 Emotional Intelligence 5/19); **R. Castagnola** (3 sem hrs: North Coast College--SS221 Emotional Intelligence 5/19) **A. Bican (**3 sem hrs: Andrews University-- EDCI629-115 American Civil Rights Movement 9/17 **and** 3 sem hrs: Andrews University-- EDCI629-044 American Civil War/Vietnam 5/18)

Administration: none

Activity Proposals Presented and Approved:

Elmwood: none

William Foster: **S. Lyons** (3 sem. Hrs: Lamar University --SPED 5302 Tests, Measurement, and Evaluation); **A. Walden** (3 sem. Hrs: Andrews University -- Teaching Math with Children's Literature)

Maple Leaf: none

Middle School/L. Ctr: none

High School: **C. Carano** (6 sem. Hrs: Andrews University--Two courses in technology from Learners Edge)

Administration: none

District-Wide: none

Activity Proposals Presented and NOT Approved:
n/a

License Renewals Processed:

Elmwood: none

William Foster: none

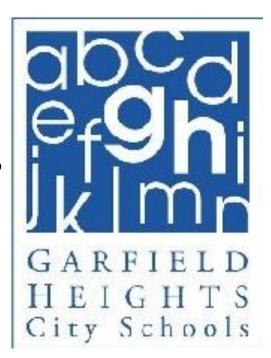**Maple Leaf**:   none

Middle School/**L. Ctr**: **M. Mihalyov** (5 Year Professional Adolescence to Young Adult (7-12) License)

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

GARFIELD HEIGHTS City Schools

<u>**Verification Forms for Educator Leaving / Entering District**</u>:

Entering:
none

Leaving:

A. Knight (IPDP and 66 contact hours)

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 ONLY 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 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.*

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 located at the GHCS district Website under the LPDC location.*