

Pandora-Gilboa Local Professional Development Committee

IPDP Information Form

1. IPDP must be filed immediately after your last renewal. No work can be accepted previous to the date of you IPDP.
2. Other than workshops or college courses, CEUs are negotiable and should be based on significance, not time.
3. No teaching, coaching, or tutoring – whether adult night school or college – can count toward a license.
4. All college work must fit your goals.
5. To renew, you need 18 CEUs, 6 semester hours, or a combination of the two.
6. All activities require some documentation – journal, assignments, verification sheet, transcript, research documentation, etc. (Please see *Group Activity Guidelines*)
7. The IPDP must:
 - List Certification/Licensure Areas with expiration dates
 - List effective dates of plan
 - Have 2-3 goals (more than that tends to be too difficult to handle)
 - Show what you plan to do
 - Indicate when and how much time each activity might take
 - Indicate others with whom you are working
 - List the documentation you will produce
 - Provide the number of CEUs you think it is worth
 - Provide ID information (name, building)
 - Be updated when your activities change
8. Goals must:
 - Be learning-oriented not performance-oriented
 - Relate to classroom teaching and/or area of licensure
 - Relate to the school mission statement
 - Relate to the district continuous improvement plan (CIP)
 - Relate to student needs
 - Relate to educator needs

Learning Verbs- study, investigate, explore, focus on, gather, examine, research, calculate new ways, seek information, delve into, observe, investigate, transition, discover, acquire new knowledge, understand, enhance.

Example Goals-

- I want to investigate methods to increase student's pro-social behavior.
- I want to investigate new technologies for teaching basic math skills.