

# Steubenville City Schools (2017-2018)

## Local Professional Development Committee

Members: Joe Biasi (Chairperson), Anthony DeFrancis, Ted Gorman, Tiffany Mills, Sarah Elliott

Meeting Dates	Renewal Procedure
<ul style="list-style-type: none"> <li>▪ Wednesday, August 22, 2017</li> <li>▪ Tuesday, September 19, 2017</li> <li>▪ Tuesday, October 17, 2017</li> <li>▪ Tuesday, November 21, 2017</li> <li>▪ Tuesday, December 19, 2017</li> <li>▪ Tuesday, January 16, 2018</li> <li>▪ Tuesday, February 20, 2018</li> <li>▪ Tuesday, March 20, 2018</li> <li>▪ Tuesday, April 17, 2018</li> <li>▪ Tuesday, May 15, 2018</li> <li>▪ Tuesday, June 19, 2018 at 10:00 a.m.</li> <li>▪ Tuesday, July 17, 2018 at 10:00 a.m.</li> </ul> <p><b>Time of Meetings:</b> 3:00 p.m.  <b>Place of Meetings:</b> Board Office</p>	<p>Call Jayme at the Board Office (282-3767, ext. 5) to schedule an appointment for an FBI and/or BCI fingerprinting background check. Background checks are \$25 each and can be paid by cash or check. Please make checks payable to Steubenville Board of Education.</p> <p><b>BCI and FBI requirements:</b></p> <p><u>OHIO RESIDENTS</u></p> <p>BCI is only done once, FBI is needed every five years</p> <p><u>NON OHIO RESIDENTS</u></p> <p>BCI is needed every five years, FBI is needed every five years</p> <p>Turn in an organized CEU binder containing all approved CEU's as well as Form A to an LPDC member. If you have taken college courses, turn in OFFICIAL TRANSCRIPTS as well as Form A with a copy of your current license to be renewed.</p>
Workshops	
<p>If you participate in any workshop that is provided by the Steubenville City Schools, you do not need pre approval of the workshop. You need to fill out Form C (front side only) and send it to the LPDC Committee for approval. When you fill out Form C, make sure you send a copy of the certificate you received at the end of the workshop with all your other information or have the administrator in charge sign Form C. Keep all CEU papers until you renew.</p>	<p>Go on-line to The Ohio Department of Education website and sign on to your SAFE account to fill out your application and pay your licensure fees with a credit card. * Use LPDC IRN #013553.*</p> <p>Inform an LPDC member you have paid your licensure fees, so your application can be submitted for an e-signature approval by LPDC. *Just because you have paid your licensure fees, does NOT mean you have been approved for a new license.*</p> <p>Turn in a copy of your new teaching license, a copy of your old teaching license and IPDP. Copies of your license can be found in your safe account.</p>
License Renewals	Notes
<ul style="list-style-type: none"> <li>▪ In order to renew a current license, you must have successfully completed 6 semester hours of graduate credit or have 18 approved CEUs.</li> <li>▪ 10 hours of professional development equals 1 CEU.</li> <li>▪ Every teacher renewing will receive 1 CEU Service Credit per year employed by Steubenville City Schools up to 5 Service Credits.</li> <li>▪ When you receive your license or certificate, a mandatory Individual Professional Development Plan (IPDP) is to be developed and submitted to your Local Professional Committee (LPDC). This plan should be submitted to the committee by the October meeting. If you renewed last year, you should have one on file.</li> </ul>	<ul style="list-style-type: none"> <li>▪ All LPDC forms can be accessed on the SCS webpage.</li> <li>▪ Informational videos for renewing your license can be found on the ODE website (licensure section).</li> <li>▪ If you have any questions, feel free to contact any member of your LPDC or Jayme Browning (740) 283-3767, for assistance.</li> <li>▪ If you would like to meet with the entire committee, please contact the Board Office to schedule a meeting.</li> </ul>