



Thomas G. Reed, Ph.D.

Chairperson, ESC of Central Ohio LPDC

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Local Professional Development Committee

Activity Options (180 Contact Hours needed for Renewal)

Maximum Contact Hours per year based on July 1 – June 30 calendar

COLLEGE OR UNIVERSITY COURSEWORK

Option	Verification	Criteria	Contact Hours	Max. Hours
College Course for credit or Seminar for credit	Official Transcript	-In content area directly related to the individual's license -Accredited education program -Taken for credit with a grade C or better, or a P in a pass/fail course	1 semester hour = 30 hrs 1 quarter hour = 20 hrs	Unlimited
* Independent Study		* Pre-approval required	1 semester hour = 30 hrs 1 quarter hour = 20 hrs	Unlimited
** Online Courses		** Pre-approval required	1 semester hour = 30 hrs 1 quarter hour = 20 hrs	Unlimited

PROFESSIONAL DEVELOPMENT PROVIDER

Option	Verification	Criteria	Contact Hours	Max. Hours
Professional workshop, institute or conference	Original certificate of attendance	May include only time spent in those portions of the conference program that contribute to the participant's knowledge, competence, performance or effectiveness.	0.1 CEU = 1 contact hour 1 CEU = 10 contact hours	Unlimited

NATIONAL BOARD FOR PROFESSIONAL TEACHING STANDARDS

Option	Verification	Criteria	Contact Hours	Max. Hours
Certificate program	Valid copy of the National Certificate or documentation for candidate note receiving the certificate.	Must be in the subject area of the individual's assignment. Certification must be completed or status as a candidate verified by the expiration date of the certificate or license	Completion and verification process during certification cycle equals all required CEUs	180 contact hrs



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Professional Committee	Documentation of hours served verified by the president or chair of the committee. (Log of hours)	Must be service on a formal committee organized by an educational agency or organization. Must contribute to the education profession to the body of knowledge in the individual's specific field.	Actual	30 contact hrs
Educational Project that applies educational skills and knowledge.	Copy of the final product or report of the project. (Log of hours)	Product must enhance teaching and learning that exceeds current curriculum.	Actual	30 contact hrs
Curriculum Development	Copy of the final document or statement of completion from supervisor. (Log of hours)	Must be serving on a formal committee organized by an educational agency or organization.	Actual	30 contact hrs
Grant writing	Copy of the grant Proposal. (Log of hours – to include planning and preparation time)	Grant need not be awarded to receive CEUs	Actual	60 contact hrs
Community Service and/or Development	Copy of final product, i.e., reflective journal, report, video. (lo	A direct relationship between school, community and families	Actual	30 contact hrs
Related Professional Experience	Statement of verification by supervisor and reflective journal, action plan, report, video, curriculum development. (Log of Hours)	Must enhance individual's work in the profession.	Actual	60 contact hrs
Professional Reading Study Group	Reflective journal, report, curriculum development or contribute to individual's area of specialization.	Must enhance individual's work in the profession.	Actual	30 contact hrs



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Peer Coaching	Reflective Journal of observations and action plan. (Log of hours)	Program must be school district sanctioned. Each session must include pre-observation discussion, observation and follow-up discussion. Both participants are eligible for hours.	Actual	40 contact hrs
Mentoring	Must include a statement of authorization from a supervisor and summaries of pre- and post – conferences. (Log of hours)	Formal district/school mentoring program. Both participants are eligible for hours.	Actual	60 contact hrs
Cooperating Teacher / Interpreter for student teachers / interns	Final evaluation of student teacher / intern or letter of verification from university	Formal college program	1 college qtr = 10 hrs 1 college sem = 15 hrs 1 school year = 30 hrs	30 contact hrs
Cooperating teacher for student practicum	Final evaluation of practicum student or letter of verification from university	Formal college program	1 college qtr = 5 hrs 1 college sem = 7.5 hrs	15 contact hrs
Publication of Original Work in the form of a book, journal, article, software, research, innovative curriculum unit	Copy of book, article, software package, report, or curriculum unit. (Log of hours)	Production of a tangible product that enhances teaching and learning.	Actual	60 contact hrs
Teaching an accredited course	Course announcement and course syllabus.	May be used two times teaching the same course for each license or certification cycle	Actual	60 contact hrs
Professional presentation	Copy of Presentation (Log of hours to include preparation time)	May be used for first presentation.	Actual	30 contact hrs