Tecumseh Local Schools

LPDC Requirements for Renewal

 Complete the *Self-Assessment Tool* located in the Appendix.

 Review District and Building goals.

 Develop the goals for your five-year Individual Professional Development Plan (IPDP), in SMART goal format, based upon identified needs from the *Self-Assessment Tool* (located in Appendix) and Building/District goals by December 1st.

 Review your IPDP goals yearly when developing your Professional Performance Goals (Job Targets) with your building principal to ensure you are progressing toward the completion of your identified goals on your IPDP by the end of your license cycle.

 Maintain your CEU/ Coursework documentation and monitor your progress frequently to ensure you meet the requirements for renewal.

 If your plan needs to be revised because of a change in work assignment or a shift in your professional development focus, make revisions and submit them to LPDC

 No later than April 1st of your license renewal year, get **fingerprinted** at the board office

 By April 1st of your license renewal year, submit the following to the LPDC

* Completed *Verification Form* (located in Appendix
* Application for license renewal: <http://education.ohio.gov/GD/Templates/Pages/ODE/TeachingLandingPage.aspx?page=936>
* A check made out to Treasurer, State of Ohio,
* Evidence of completion of goals