

## RESPONSIBILITIES OF THE EDUCATOR

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- Maintain a record of all course work, PDU's, and other activities. This may be in the form of transcripts, certificates of completion and/or other documentation verifying the progress of your plan.
- All documentation should be submitted to the non-LEA ABLE LPDC annually.
- Know the dates for certificate/license renewal and/or upgrade.
- Know the requirements for renewal and/or upgrade of a certificate/license.
- Notify non-LEA ABLE LPDC of any needed changes in your IPDP.

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## MISSION STATEMENT

*The mission of the Non-Local Education Agency (Non-LEA) Adult Basic and Literacy Education (ABLE) Local Professional Development Committee (LPDC) is to oversee and review professional development plans for course work, professional develop units (PDUs) and/or other equivalent activities for renewal of State of Ohio teaching credentials.*

**Ohio Literacy Resource Center**

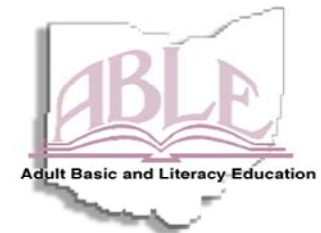
Enhancing Adult Literacy

Non-LEA ABLE Local Professional  
Development Committee  
Kent State University  
Research 1 Building  
1100 Summit Street  
Kent, OH 44242  
<http://ohioablelpdc.org>



NON-LOCAL EDUCATIONAL AGENCY

# LOCAL PROFESSIONAL DEVELOPMENT COMMITTEE



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January 2009

Tess Yurik, Chairperson

Kathy Rice, Recorder

Joyce Winters, Member at Large

Marcia Tolliver, Member at Large

**ADVISORY COMMITTEE**

Sandra Golden  
Ohio Literacy Resource Center

Jeff Gove  
Ohio Board of Regents

Marty Ropog  
Ohio Literacy Resource Center  
RCN Representative

Non-LEA ABLE Local Professional  
Development Committee  
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***What is a Professional Development Plan?***

An Individual Professional Development Plan (IPDP) is your proposed program for professional growth. This plan must be approved and activities completed prior to license renewal.

***Who must have an Individual Professional Development Plan?***

An IPDP must be completed by an educator prior to renewing a license. If you have a permanent certificate, you will not need to file an IPDP with the Local Professional Development Committee (LPDC). However, an IPDP is required for ABLE compliance.

***What is the non-LEA ABLE Local Professional Development Committee?***

This is a group of educators who will be reviewing and approving each educator's IPDP. ABLE LPDC approval of documentation of activities is required for issuance of your professional educator license.

***What are the requirements to renew a license?***

Non-LEA ABLE LPDC follows the Ohio Department of Educations (ODE) requirements for renewals. Please refer to ODE's website: [www.ode.state.oh.us](http://www.ode.state.oh.us) and click on EDUCATORS at the bottom of the page.

***Can you combine semester hours, Professional Development Units, and contact hours?***

Yes. However, we are asking educators to convert their activities into *Professional Development Units* as the standard unit of measurement. So, even though you will participate in a variety of activities, when completing your paperwork for the non-LEA LPDC refer to the non-LEA ABLE LPDC's website.

***What is the process for non-LEA ABLE LPDC approval?***

Submit the following forms to Susie Lockhart at the Ohio Literacy Resource Center (OLRC):

- 1) Personal Information Form
- 2) ABLE IPDP

***The committee will:***

- 1) Review the IPDP's on a monthly basis:
- 2) Send a confirmation upon approval of the annual IPDP or request for revision

***How much will the license cost?***

Licenses and costs vary. Please check the Ohio Department of Educations website for licensure and costs at [www.ode.state.oh.us](http://www.ode.state.oh.us).

***What licensure/certification services does the LPDC not provide?***

The LPDC does not upgrade provisional certificates to professional certificates, up-grade professional certificates to permanent certificates, renew or approve temporary certificates, licenses or validations, or add new areas to a certificate or license. The LPDC does not renew certificates or licenses for substitute teachers.