

Youngstown City School District's
Local Professional Development Committee

Job-Embedded / Equivalent Other Activities (EOA's) LPDC Guidelines

The Ohio Department of Education has said that quality professional development is relevant and job-embedded. Educators can receive contact hour credit from LPDC for professional development activities that are "sustained, intensive, and classroom focused."

Educators must propose the goals and objectives in their Individual Professional Development Plan (IPDP) on PDEExpress. They must complete the **EOA Request Form** located on the District's LPDC Webpage and **submit to the district's LPDC at East High School (Room 126) for approval BEFORE beginning/logging time for any of these activities.** LPDC will grant approval to complete the job-embedded activity. Educators must also submit an activity log with appropriate signatures verifying hours completed, along with any additional documentation (as requested). The LPDC will then issue contact hours to the educator for license renewal.

Effective January 1, 2015 (Previously approved EOA's will be honored):

- **Only one (1) Job-Embedded/EOA Request per line item will be permitted during the license cycle.**
- **A maximum of ninety (90) Job-Embedded/EOA Contact Hours will be permitted during the license cycle; remaining hours for license renewal must be taken as Graduate Coursework or Professional Workshops.**
- **Maximum of 30 clock hours per license cycle on Webinars – no pre-approval required.**

LPDC will issue contact hour credit for the following Job-Embedded/Equivalent Other Activities (EOA's).

Activity	Maximum Clock Hours per Activity per license cycle	Criteria	Verification
MTSS (Leader/Team Members) Multi-Tier System of Support	30 Contact Hrs.	Approved PSST Contract; pre-approval by LPDC; and aligns with District and IPDP Goals.	Pre-approved EOA Request Form; completed Activity Log with required signatures; and completed Reflection Questions.
Professional Learning Community (Professional Peer Reading, Study Group, Teacher Networks)	30 Contact Hrs.	Pre-approval by LPDC; and aligns with District and IPDP Goals.	Pre-approved EOA Request Form; completed Activity Log with required signatures; formal documentation- Reflective Journal including dates that group met; and completed Reflection Questions.
Student Activity Coordinator (FTA, Spanish Club, Science Fair, 4-H, School Community Garden, etc.)	30 Contact Hrs.	Pre-approval by LPDC; and aligns with District and IPDP Goals.	Pre-approved EOA Request Form; completed Activity Log with required signatures; and completed Reflection Questions.
School Committee Work (Literacy Community Night, Food bank, Organizing After School events)	30 Contact Hrs.	Pre-approval by LPDC; and aligns with District and IPDP Goals.	Pre-approved EOA Request Form; completed Activity Log with required signatures; and completed Reflection Questions.

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Publication of Original Work (book, article, research, etc.)	30 Contact Hrs.	Must be a tangible product related to work assignment; pre-approval by LPDC; and aligns with District and IPDP Goals.	Pre-approved EOA Request Form; completed Activity Log with required signatures; copy of final product; and completed Reflection Questions.
Development of School-based Website or Social Media Weekly/Monthly Newsletter	30 Contact Hrs.	Must be a tangible product related to work assignment; pre-approval by LPDC; and aligns with District and IPDP Goals.	Pre-approved EOA Request Form; completed Activity Log with required signatures; copy of final product; and completed Reflection Questions.
Grant Writing	30 Contact Hrs.	Not dependent on the award of the grant. Planning and preparation of grant only, not management of grant; pre-approval by LPDC; and aligns with District and IPDP Goals.	Pre-approved EOA Request Form; completed Activity Log with required signatures; brief description of grant; and completed Reflection Questions.
ODE Master Teacher	30 Contact Hrs.	Pre-approval by LPDC; and aligns with District and IPDP Goals. Cannot apply for an EOA, if candidate accepts the \$100 stipend or 1 Semester Hr. options.	Pre-approved EOA Request Form; (copy of) LPDC Master Teacher Certificate; and completed Reflection Questions.
National Board Certification	90 Contact Hrs.	Completion of the National Board Certification <u>process</u> ; pre-approval by LPDC; and aligns with District and IPDP Goals.	Pre-approval of EOA Request Form; must be completed by expiration date of license; valid copy of National Certificate or documentation for candidates not approved for certification; and completed Reflection Questions.
Peer Coaching – Support a teacher in district	30 Contact Hrs.	Not part of a mentoring program. Pre-approval by LPDC; and aligns with District and IPDP Goals.	Pre-approval of EOA Request Form; completed Activity Log with required signatures; and completed Reflection Questions.
HSTW / MMGW Model High Schools That Work / Making Middle Grades Work	30 Contact Hrs.	Pre-approval by LPDC; and aligns with District and IPDP Goals.	Pre-approval of EOA Request Form; completed Activity Log with required signatures; log of coaching/ teaching/ academic/ emotional/ social activities; and completed Reflection Questions.
Cooperative/ Field Experience Teacher (Student Teacher, TEC, STEP,	30 Contact Hrs.	Pre-approval by LPDC; and aligns with District and IPDP Goals.	Pre-approval of EOA Request Form; completed Activity Log with required signatures; copy of signed contract with cooperating institution; and completed Reflection

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Practicums, etc.)			Questions.
Professional Presentations (Tech in the Youngstown National Conference)	30 Contact Hrs.	Hours for planning and preparation only. Pre-approval by LPDC; and aligns with District and IPDP Goals.	Pre-approval of EOA Request Form; completed Activity Log with required signatures; copy of Presentation Agenda; and completed Reflection Questions.
Webinars	30 Contact Hrs. Combination of Webinars not exceeding 30 Contact Hrs. in 1-5 yr License Cycle.	Aligns with District and IPDP Goals.	Pre-Approval not needed. Fill out Webinar form on LPDC website. (30 clock hours per 5 year license cycle)

Requirements for Licensure Renewal

The State of Ohio requires the completion of 6 semester hours of graduate credit or 180 contact hours or a combination of both. One (1) semester hour = thirty (30) contact hours.

If you now have...	Then you need...	Or...
Semester Hours	Add'l Contact Hours	Add'l Semester Hours
6	0	0
5	30	1
4	60	2
3	90	3
2	120	4
1	150	5
0	180	6