

## **Nauset Public Schools' Mission**

We exist to educate each student to the highest attainable levels of academic excellence, social responsibility, and cultural awareness.

### **District Goals 2009-2014**

Utilize research-based instructional practices and assessments to improve individual student achievement.

Analyze individual student work and data to inform instruction and improve student achievement.

Participate in professional development related to data-analysis, assessment, content, technology, and research-based best practices and apply knowledge to instructional practices.

Develop and provide experiences, learning opportunities, and an educational environment that foster social responsibility and cultural awareness.

# Relicensure Requirements to Renew a Professional License Cycle 3

## License Renewal

All Educator Licenses at the Professional Stage must be renewed every five years.

### Terms to Know

- **Advanced Academic Study:** Upper level undergraduate course (or equivalent) where content is new to the educator or graduate level course (or equivalent) or program approved by DOE.
- **Content Area:** Academic discipline/subject matter of license.
- **District Professional Development Plan:** Delineates district goals; includes School Improvement Plan goals; defines activities through which staff will meet license renewal requirements, including no-cost options and specific content to be addressed; sets forth a professional development budget; includes district's professional development offerings.
- **IPDP:** The educator's five-year plan outlines professional goals and activities for purposes of license renewal.
- **No-Cost Option:** Massachusetts law requires that educators have available a no-cost way to relicense. The DOE has charged districts with this responsibility.
- **Pedagogy:** Teaching skills and instructional knowledge.
- **Primary License:** When an educator holds more than one Professional License, s/he designates one as the "primary" license, usually the one under which the educator is working.
- **PDP:** Unit created to measure professional development activities:
  - ✓ 1 clock hour = 1 PDP
  - ✓ 1 semester hour = 15 PDPs
  - ✓ 1 CEU = 10 PDPs
  - ✓ Advanced Academic Study = 1.5 PDPs/clock hour
- **Topic:** A single or tightly integrated area of study within an academic discipline or related to a particular method of teaching or administration.

### Significant Provisions

- Professional license issued or renewed after December 1, 1999, requires 150 PDPs for renewal, at least 90 in content and at least 120 in content and pedagogy. Additional Professional licenses require 30 PDPs in content.
- If the IPDP is used for license renewal it should be: **APPROVED** and signed by a supervisor within three months of Professional license issue or renewal date (deadline is November 30, 2009 for licenses renewed after June 16 and over the summer); **REVIEWED** by supervisor at least once every two years; **ENDORSED** and signed for completion **prior** to renewal application.

*For more information, go to [www.massteacher.org/recert](http://www.massteacher.org/recert) or [www.doe.mass.edu/recert/](http://www.doe.mass.edu/recert/)*

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Position: \_\_\_\_\_ District: \_\_\_\_\_

Certificate Number: \_\_\_\_\_ School: \_\_\_\_\_

**Primary Certificate:**

How many PDPs in content and pedagogy? \_\_\_\_\_

**Additional Certificate:**

How many PDPs in content and pedagogy? \_\_\_\_\_

**Additional Certificate:**

How many PDPs in content and pedagogy? \_\_\_\_\_

**Additional Certificate:**

How many PDPs in content and pedagogy? \_\_\_\_\_

**STEPS TO FOLLOW IN CREATING AN INDIVIDUAL PROFESSIONAL DEVELOPMENT PLAN**

- |   |   |
|---|---|
| <ol style="list-style-type: none"><li>1. Review certificate(s). Determine number of content PDPs required.</li><li>2. Review district goals.</li><li>3. Select district goals to be addressed.</li><li>4. Review school goals.</li><li>5. Select school goals appropriate to your grade level/subject area/needs.</li></ol> | <ol style="list-style-type: none"><li>6. Review district PD opportunities, both contractually required (for example, in-service) and other offerings.</li><li>7. Select appropriate district activities.</li><li>8. Select any other professional development activities (seminars, conferences, courses, etc.) which may or may not be subsidized by the district.</li></ol> |
|---|---|

**The district goals that my plan addresses are:\***

- A.
- B.
- C.
- D.
- E.

**The school goals that my plan addresses are:\***

- A.
- B.
- C.
- D.
- E.

**My individual goals are:** *(these should be related to curriculum, instruction, assessment, student management, etc.)*

- A.
- B.
- C.
- D.
- E.

**Note:** *Provisional and Advanced Provisional certificates are good for five years of employment. To move from Advanced Provisional to Standard certification requires the completion of a Masters Degree.*

\* *The principal or immediate supervisor must provide each teacher with a copy of the district goals and school goals. The educator selects the goals s/he will address in the IPDP.*

**SCHOOL DISTRICT PROFESSIONAL DEVELOPMENT ACTIVITIES – No cost options.** These activities may be in the form of in-service training, workshops, or conferences during the school day; in-service training after the school day, on weekends, during the summer; and/or curriculum work paid for by the district. Use letter code from opposite page for Goal column.

<b>Activity: 2009-2010</b>	<b>Goal</b>	<b>Dates</b>	<b>C&amp;P PDPs</b>	<b>Gen. Ed. PDPs</b>
<b>Activity: 2010-2011</b>	<b>Goal</b>	<b>Dates</b>	<b>C&amp;P PDPs</b>	<b>Gen. Ed. PDPs</b>
<b>Activity: 2011-2012</b>	<b>Goal</b>	<b>Dates</b>	<b>C&amp;P PDPs</b>	<b>Gen. Ed. PDPs</b>
<b>Activity: 2012-2013</b>	<b>Goal</b>	<b>Dates</b>	<b>C&amp;P PDPs</b>	<b>Gen. Ed. PDPs</b>
<b>Activity: 2013-2014</b>	<b>Goal</b>	<b>Dates</b>	<b>C&amp;P PDPs</b>	<b>Gen. Ed. PDPs</b>

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**Professional Development Points: Content & Pedagogy + General = Total Non-District PDPs**

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**NON-DISRICT PROFESSIONAL DEVELOPMENT:** *These activities may be in undergraduate/graduate courses; DOE Summer Institutes; MTA Workshops and Summer Institutes; or other related activities. Use letter code from previous page for Goal column.*

Activity: 2009 - 2010	Provider	Dates	Goals	C&P PDPs	Gen. Ed. PDPs
Activity: 2010-2011	Provider	Dates	Goals	C&P PDPs	Gen. Ed. PDPs
Activity: 2011-2012	Provider	Dates	Goals	C&P PDPs	Gen. Ed. PDPs
Activity: 2012-2013	Provider	Dates	Goals	C&P PDPs	Gen. Ed. PDPs
Activity: 2013-2014	Provider	Dates	Goals	C&P PDPs	Gen. Ed. PDPs

**Professional Development Points: Content & Pedagogy + General = Total Non-District PDPs**

**District PDPs + Non-district PDPS = Total PDPS**

***Graduate Degree Program Information***

Are you currently working on an advanced degree? If yes, complete the items below.

Institution: Degree:

Area: Expected Complete Date:

**Nauset Public Schools  
Relicensure – Cycle 3  
Individual Professional Development Plan**

<hr/> <b>Educator's Signature</b>	<hr/> <b>Date</b>
<hr/> <b>Supervisor's Signature</b> Plan approved	<hr/> <b>Date</b>

<hr/> <b>Educator's Signature</b> Interim Review	<hr/> <b>Date</b>
<hr/> <b>Supervisor's Signature</b> Interim Review	<hr/> <b>Date</b>

<hr/> <b>Educator's Signature</b> Interim Review	<hr/> <b>Date</b>
<hr/> <b>Supervisor's Signature</b> Interim Review	<hr/> <b>Date</b>

<hr/> <b>Educator's Signature</b>	<hr/> <b>Date</b>
<hr/> <b>Supervisor's Signature</b> Plan Endorsed	<hr/> <b>Date</b>