

Validation of Professional Development

Central Illinois District, LCMS

Rationale

As professional Lutheran educators, we:

- desire to retain a high level of professionalism in our Lutheran schools;
- recognize that ongoing professional growth is important; and
- support a process for professional development that is appropriate for Lutheran educators.

Validation of Professional Development

Validation of Professional Development (VPD) is a process offered to the Lutheran schools of the Central Illinois District to be used to encourage and support the professional development of the educators serving in their schools. VPD is an alternative to the Illinois State Board of Education Teacher Recertification Program, currently mandated by some of our Central Illinois District schools. Under VPD teachers would still be certified by the Illinois State Board of Education, but their certification would be done through the Valid and Exempt option available to teachers in nonpublic schools.

Validation of Professional Development recognizes the uniqueness of Lutheran education programs and teachers by building on the concept of continuing education and professional development while including the element of spiritual development.

VPD Process – School/Congregation

- A. Congregation/School board of education adopts *Validation of Professional Development* as the school's policy for assuring continuing education for their educators.
- B. Educators will be expected to apply for and maintain State of Illinois certification using the **Valid and Exempt** option, if not continuing with the Valid and Active program.
- C. Congregation/School develops and implements a plan to support and fund professional growth activities required of the school's educators.

Support would include providing necessary time for educators to engage in professional development activities, such as released time to conduct mentoring observations.

The funding could include but not be limited to:

- Financial assistance for required coursework;
 - Funding the participating at required conferences, workshops, and the like;
 - Provision of paid professional days to allow teachers opportunities to observe other educators, mentor, and carry out similar activities; and
 - Assistance to educators toward enrollment in at least one professional educator organization.
- D. Congregation/School makes certain the educators are informed of:
 1. professional growth requirements and means by which CPDUs can be earned (*Point Values for Professional Development Activities*); and
 2. the means by which the congregation/school will assist them in the fulfilling of those requirements.
 - E. School administration and board formalize their plan to monitor and evaluate each educator's progress toward meeting professional development requirements.

VPD Process – Individual Educator

Once the congregation/school board of education adopts *Validation of Professional Development* as the school's policy for assuring continuing education for their educators, the following action steps should be taken by each individual educator:

1. Register for VPD with your school's administrator.
 - a. If you are currently certified under the **Valid and Exempt** option, simply register for and begin the VPD process. Continue to maintain your Valid and Exempt certification with the ISBE through payment of the 5-year fees.
 - b. If you are currently working on a recertification plan under the **Valid and Active** option, you have two routes to consider:
 - b 1. Complete your current recertification plan process. When your new certificate is to be issued, request your Regional Office of Education to change your certification status to Valid and Exempt. Then, register for and begin the VPD process, unless you choose to maintain status as Valid and Active.
 - b 2. Register now for the VPD process. Take any qualifying CPDUs you have already earned for the ISBE Teacher Recertification Program and apply them to the VPD process.
2. Your school's administrator will determine the Renewal year for your personal 5-year VPD process if you do not currently have a teaching certificate. Those with teaching certificates, the 5-year rule will match the 5-year rule of your State certification. This Renewal Year is to be indicated on the *Summary of Professional Development Activities* form to be provided to each educator.
3. Using the *Point Values for Professional Development Activities* form as a guide, begin planning your personal road map for engaging in professional development.

A minimum of 120 CPDUs will be required over a five year period.

4. As you engage in various professional development activities,
 - make sure that the activities meet the applicable requirements as outlined in the *Point Values for Professional Development Activities* form, and
 - be sure to collect and/or prepare the required evidence of completion for each activity.
5. When you have finished a professional development activity,
 - a. Enter the appropriate information on the *Summary of Professional Development Activities* form.
 - b. Submit to your administrator a copy of the evidence of completion for each qualifying activity.
 - c. Keep a copy of the evidence of completion for your own files.
 - d. Your administrator will then verify the eligibility of the professional development activity and add his/her initials to the form verifying satisfactory completion. Administrators can have their verification handled by an assistant principal or school board chair. (Administrators are encouraged to make a copy of each educator's *Summary of Professional Development Activities* form in case the teacher loses his/hers).
6. When you have reached or exceeded the minimum Renewal Year total of 120 CPDUs, verify your total with your school administrator. The administrator will then notify the Central Illinois District of your successful completion of your first VPD cycle.

VPD Process – School Administrator

Annual VPD Report

The school administrator will submit an annual report to the Central Illinois District Education Office. This report will consist of:

- a summary page listing all educators participating in VPD, indicating the appropriate number of CPDUs for each educator.
- attached copies of each individual educator's *Summary of Professional Development Activities* form.

Both school and individual educator forms will be kept on file at the CID Education Office.

5th Year Report

The school administrator will identify those educators who have successfully completed the fifth year of VPD activity having earned at least 120 qualifying CPDUs . The Central Illinois District will issue a *Professional Development Diploma* for each educator meeting the minimum requirements of the 5-year VPD cycle which could then be presented in front of the congregation/school at an appropriate time.

Administration of Validation of Professional Development

The majority of the monitoring and administration of VPD will be the responsibility of each school. For most schools this will be carried out by the principal who will report progress to the respective board of education and the Central Illinois District Education Executive.

Each school's administration is free to determine how the VPD program will be applied to its educators. Some issues for local consideration might include:

- Will positive consequences be applied for successful completion, or will participation be considered to be a mandatory part of the call or contract?
- Will negative consequences be applied for failure to successfully participate in the VPD program?

Regarding questions related to eligibility of specific professional development activities, the final decision will belong to the CID Education Executive.