



Bexley City Schools LPDC

Equivalent Activities Options

Options	Maximum Credit	Contact Hours Value	Verification	Criteria
College coursework	Unlimited	Please note published contact hour equivalency from the University website.	Official transcripts	<p>Must be taken through an accredited college or other approved post secondary educational institution.</p> <p>Must be taken for credit with a grade of "C" or better, a "P" in pass/fail course.</p> <p>Coursework must be in education or in a content area directly related to the individual's teaching assignment or working with students.</p>
Professional conference / workshop / institute / academy or inservice	Unlimited	1 clock hour = 1 contact hour	Certificate of Attendance	<p>Certificate of Attendance for activity must include attendee's name, workshop objective, date and number of contact hours, and signature of official from sponsoring organization</p> <p>Must include only time spent in those portions of the conference program that contribute to the participant's knowledge, competence, performance, or effectiveness in education.</p> <p>Must enhance educator's work in the profession or contribute to educator's specialization</p>

Professional reading or research *Must obtain pre-approval	60 Contact hours per license cycle 10 hours per book	1 clock hour = 1 contact hour	time log and written reflection	Must enhance individual's work in the profession or contribute to teacher's area of specialization.
Professional presentation *Must obtain pre-approval	Maximum 60 contact hours per license cycle	1 clock hour = 1 contact hour	time log	Applies to first presentation for each license cycle Provide a copy of the agenda, handouts and evaluation instrument that will be used, if there is one.
Curriculum development *Must obtain pre-approval	30 contact hours per license cycle	1 clock hour = 1 contact hour	Time log of curriculum approval	Must be service on formal committee organized by local, state, national or international education agency or organization
Professional committees	30 contact hours per license cycle	1 clock hour = 1 contact hour	time log signed by committee chair	Must be service on formal committee organized by local, state, national, or international education agency or organization. Must contribute to the education profession or add to the body of knowledge in the individual's specific field. Documented clock hours of committee work. Must be signed by immediate supervisor.

Mentoring (Resident Educator)	60 contact hours per license cycle Maximum of 30 contact hours per mentee	1 clock hour = 1 contact hour	Time log	Provide monthly outline listing proposed topics of conversation. Must be signed by your supervisor.
Mentoring (Bexley Mentor)	60 contact hours per license cycle 10 contact hours per license cycle per mentee	1 clock hour = 1 contact hour	Time log signed by supervisor	Provide monthly outline listing proposed topics of conversation. Must be signed by your supervisor.
Cooperating Teacher for Student Teacher or Administrative Internship	Maximum 60 contact hours per license cycle Maximum of 30 contact hours per student teacher	1 clock hour = 1 contact hour	Time log signed by supervisor	Provide a copy of university document regarding placement with you for your student teacher or administrative intern List university, name of person and location of assignment Indicate if this was for a semester or quarter Starting and stopping dates Number of contact hours requested Must be signed by immediate supervisor

Teaching a college course/ adult vocational or technical course *Must obtain pre-approval	60 contact hours per license cycle	30 contact hours per semester course	time log course syllabus	Must be used for the first time teaching the course each license cycle
Publication of original work *Must obtain pre-approval	180 Contact Hours per license cycle	180 Contact Hours for book 60 Contact Hours for article in a professional journal or magazine	Copy of publication or documentation and activity documentation log	Must contribute to the education profession or add to the body of knowledge in the individual's specific field. Must be a commercially published book or article.
Public School Works Courses	10 contact hours per license	1 clock hour = 1 contact hour	No documentation is needed	