

PAINESVILLE CITY LOCAL SCHOOLS

INDIVIDUAL PROFESSIONAL DEVELOPMENT PLAN APPEAL FORM

DIRECTIONS

Submit one (1) copy to the LPDC Chairperson within twenty (20) contract days of the denial of the IPDP or credit proposal.

Name: _____ Building: _____

I formally request an appeal to the Local Professional Development Committee based on the following:

_____ Rejection of the IPDP

- Incomplete Plan
- Plan lacks relevance to current assignment
- Goals unrelated to the individual, assignment, and district
- Outcomes for each goal lack clarity
- Insufficient activities and corresponding timeline
- Lack of appropriate evaluation procedures

_____ Recommendation of non-renewal of certificate/license

For LPDC Use: To be completed and copy sent to individual requesting appeal.

Appeal form received on _____ by _____

The appeal hearing will take place on _____ (date) at _____ (time).

The location of the hearing is _____

PLEASE BE PREPARED WITH SUPPORTIVE DOCUMENTATION

Confirmation of meeting is to be made within three (3) business days by phone _____

At _____.

Comments:

LPDC Use:

Notification of Appeal Hearing sent on: _____

Confirmation of Employee's Intent to Attend Appeal received on: _____

Distribution: LPDC File