

PDPs, Salary Credits, and Course Approval Clarification

What is the difference between salary credits and PDPs?

It is important to know that a salary credit and a professional development point are NOT the same.

Professional development points are good toward recertification with the Department of Elementary and Secondary Education. In order to earn PDPs, you must participate in professional development on the same topic for at least 10 hours AND produce some sort of tangible product that DESE will review if you are ever audited.

For more information on PDPs, acceptable products, etc., please see the recertification guidelines published by the state. A copy is provided in the email that accompanies this memo. As an additional note, please know that certification is between you, the educator, and the state. It is the responsibility of the educator to review, understand, and comply with regulations related to licensure and recertification. While central office staff can offer advice based on their experience, ultimately DESE has final say in all matters related to certification and re-licensure; only DESE staff can provide "official" answers. Therefore, when in doubt, it is worth a call or trip to DESE - one of the benefits of having them right in Malden!

A ***salary credit*** can be used toward moving up the salary scale. A salary credit is earned when an educator does all of the following:

1. Submits a request to central office for prior approval for a graduate-level course or workshop seminar and receives written approval for participation in the course/program. (A form for approval is included in the accompanying email.)
2. Can demonstrate - through providing a course description and supporting documentation - that the requested course is rigorous (as in appropriate for the graduate level with a product) and related to improving teaching and learning in the educator's field/discipline.
3. Submits official documentation demonstrating satisfactory completion of the course.

Important Notes Regarding Salary Credit:

Unless you obtain approval PRIOR to taking the course/workshop, salary credit will not be awarded.

Salary credits, unless explicitly stated, are NOT awarded for projects such as curriculum development or attendance at a workshop. Curriculum directors, principals, and professional development providers (such as the 5DP) cannot offer

salary credits for workshops - all salary credits can only be authorized by central office.

Salary credits are not granted for professional development for which you are released from the regular work day.

New Developments Related to Professional Development Points

Beginning with recertification in July 2016, educators must demonstrate that they have earned 15 PDPs in the areas of special education and English as a Second Language. The Department of Elementary and Secondary Education states:

If renewing a professional-level license with an expiration date that falls on or after July 1, 2016, the following requirements apply to renewal of a primary license (even if you renew your license early):

- A. Professional development activities shall be identified by the educator and supervisor during the development of, and review of, the Individual Professional Development Plan (IPDP)* in order to better support student achievement. Individual professional development plans must include at least 150 PDPs including:
 - 1. At least 15 PDPs related to SEI or English as a Second Language.
 - 2. At least 15 PDPs related to training in strategies for effective schooling for students with disabilities and instruction of students with diverse learning styles.
 - 3. At least 90 PDPs in the content area of the license or in pedagogy, with no less than 60 PDPs in or related to the content area of the educator's primary license.

*As indicated in 603 CMR 44.04(1)(c), the same plan can be utilized to satisfy license renewal and educator evaluation.