

INDIVIDUALIZED PROFESSIONAL DEVELOPMENT PLAN DIRECTIONS  
*Archdiocese of Cincinnati Catholic Schools*

**Your LPDC Member will be able to share a sample IPDP with you.  
It will be most helpful to have that sample with you as you read the directions.**

Individualized Professional Development (IPDP) Information:

- Your IPDP will be a 5 Year IPDP and will align with your licensure cycle.
- You will have your new IPDP approved by the LPDC at the same time that you send in your portfolio for renewal of your license.
- The LPDC team will mark approval of your IPDP or offer feedback for you to revise and resubmit your IPDP when your IPDP is reviewed.
- Over the 5 Year span of your license, you are welcome to add goals at any time. If you would like to add a goal, reach out to your school's LPDC representative to take your new goal to the LPDC team for approval.
- It is possible that one or more of the goals that you write at the start of your 5 years may be a goal that you only work to attain for a year or more.
- Your school's LPDC representative will be able to assist you with any questions that you have.

IPDP Effective Years:

- The IPDP term aligns with your License (Issue Date to Expiration Date).
- On the IPDP form, we list only the years, not the actual dates. Those will be on your license.
- Even if your IPDP is returned to you to revise and resubmit, the IPDP term will remain the same and align with your license.
- For teachers joining the LPDC in the middle of a licensure cycle, the IPDP begins with the hire date and ends with the expiration date of the teacher's current license.
- If you have licenses that are not aligned and have multiple issue/expiration dates, please align your IPDP with one of your licenses and continue aligning your licenses to have the same issue/expiration dates. (This will save you money also!)

Goals

- ODE requires a minimum of 3 goals. The Archdiocese requires a Catholic Identity Goal.
- List 3-5 goals for your professional development learning. Within each goal, include three distinct aspects: (1) intention to engage in learning; (2) focus for learning; and (3) rationale for and application of learning.
- Indicate which Ohio Standard(s) each goal reflects.
- Note: It is still acceptable to align goals with OCSAA goals. The Ohio Standard does still need to be listed for all except the Catholic Identity Goal.