

Licensure and Professional Development Reference Sheet

Bedford/State Requirements Within your First 3 Years

- Get SEI Endorsed (MTEL of class)
- Complete the IDEAS 25-hour Anti-Racism class (Initiatives for Developing Equity and Achievement for Students) offered through M.A.S.S. and paid for by the district.
 - 2 graduate credits available, paid for by the educator
- Complete the Induction Program (or obtain proof of induction from another district)
- Complete Year 2 mentoring program and log 50 hours of mentoring beyond the induction year

In Order to Move from Initial to a Professional License

- Need to have SEI Endorsement
- Need to have completed 3 full years of employment under an initial license
- Need to have 12 graduate credits in subject matter or pedagogy

Renewing Your Professional License

- At least 15 PDPs in content (subject matter knowledge)
- At least 15 PDPs in pedagogy (professional skills and knowledge)
- At least 15 PDPs related to Sheltered English Immersion (SEI) or English as a Second Language (ESL)
- At least 15 PDPs related to training in strategies for effective schooling for students with disabilities and the instruction of students with diverse learning styles
- The remaining required 90 PDPs may be earned through any combination of “elective” activities that address other educational issues and topics that improve student learning, additional content, or pedagogy.
- The renewal of each additional area license(s) will require 30 PDPs, of which 15 out of the 30 must be content related

In Order to Move from a Provisional to Initial License

- Completed an approved educator preparation program
- Get SEI Endorsed

Tracking by Central Office vs. Tracking by YOU

CENTRAL OFFICE	EDUCATOR RESPONSIBILITY
<ul style="list-style-type: none">▪ Track certificate expiration for district purposes▪ Maintain primary certificate in ASPEN (NOT at DESE)▪ Track InService credit earned for district PD Days	<ul style="list-style-type: none">▪ Track when to renew your license▪ Follow the process to renew your license▪ Identify primary license in DESE▪ File/Track certificates for PD outside of district▪ Count your PDPs▪ Keep all documentation if audited by DESE

Professional Development Points (PDPs)

- Needed for license renewal
- Can be obtained through a variety of professional development programs
- Cannot be transferred into InService or Graduate credits
- Free and paid options available

InService Credits

- 1 InService Credit counts as 15 PDPs and can be used for renewing your license
- Can be obtained through professional development offered through Bedford Public Schools
- Allows educators to accumulate credits towards lane changes and moves with educators from district to district
- Free through Bedford Public Schools

Graduate Credits

- 1 Graduate credit counts as 15 PDPs (may be used for renewing your license)
- Can be obtained through a variety of professional development programs
- Allows educators to accumulate credit towards lane changes and moves with educators from district to district
- Requires educators to pay a graduate school for the credit