

Early Childhood (Birth to Six) - Initial Educator Tip Sheet

Chapter PI 34 - Teacher Education Program Approval and Licenses - WI Department of Public Instruction
Developed by the State Personnel Development Grant EC Hub and State Birth to 3 Program

What is PI 34?

PI 34 is the Wisconsin Quality Educator Initiative for the licensure and renewal of Department of Public Instruction (DPI) licenses

PI 34 Applies To:

Professionals in early childhood settings with DPI licenses who wish to keep their license current

- Educators who completed an educator preparation program **after** 8/31/04 and want to renew their license within 3-5 years through the Professional Development Plan (PDP) process
 - Professional educators, who received their initial educator license after 8/31/04, and will need to continue to renew their DPI license through the PDP process
- Graduates **before** 8/31/04 from a teaching degree program can choose to renew their DPI license with a PDP or 6 credits
- For more information visit: <http://dpi.wi.gov/tepd/fqlpi34.html>

Who is an Initial Educator?

- Anyone who completes a program for the first time in a particular DPI licensure category (teacher, pupil services, or administrator) after 8/31/2004 is considered an initial educator in that licensure category and must complete a PDP to advance to the professional educator license stage
- The Initial Educator License is issued for five years. An initial educator can advance after 3-5 years of successful employment as long as the PDP process is successfully completed

What is a Professional Development Plan (PDP)?

The PDP documents professional growth that is work-embedded, ongoing & verifiable

- Involves goal development, objectives, activities, time lines, collaboration and evidence of progress on teacher and student (child) learning
- Focuses on 2 or more of the DPI WI Educator Standards
- Requires annual reviews and PDP Team review for PDP goal approval and PDP verification

Professional Development Team reviews the **PDP** and **must** consist of

1. **Peer** (for teachers, team shall include a teacher of same subject or at the same level who is not the mentor)
2. **Administrator** (needs DPI administrative license, doesn't need to be in same agency)
3. **Higher Education Representative** (designated by IHE, usually at location where degree received)
 - * *All PDP team members must have completed the DPI PDP reviewer training*
 - DPI provides a list of qualified PDP Team members <http://dpi.wi.gov/tepd/pdpteammembers.html>
 - Cost varies for PDP Team members, some do not charge as they consider this as part of their own professional development. Employers may help with costs

A Mentor Can Be Very Helpful

- Professionals trained to provide support and assistance to the initial educator through reflective practice, coaching, consultation and collaborative process
- Not part of the Professional Development Team
- Recommended, but not required by PI 34 for initial educator working in an agency other than school district
- Not required to be in your program; however they should be in a similar role or setting
- Initial Educator Mentoring Grants may be available, visit: <http://dpi.wi.gov/tepd/grants.html>
- Mentoring example video available at: <http://dpi.wi.gov/tepd/pdpvideos.html>

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Initial Educator - Tips

- Let employer know you are an initial educator when hired. Discuss what support your employer offers
- Read the initial educator toolkit for content and timeline information
<http://dpi.wi.gov/tepd/pdf/pdpinitialeducatortoolkit.pdf>
- Work with your employer to get a mentor to help you through the process and determine the supports available to access mentoring. There may be DPI grants available: <http://dpi.wi.gov/tepd/grants.html>
- Start formulating your PDP goal in conjunction with other professional and work-related goals and requirements. Refer to the Initial Educator Toolkit for timelines. You may also view the Goal Interview for guidance – see <http://dpi.wi.gov/tepd/pdpvideos.html>
- Identify which resources you will use for support to develop your plan (License Renewal Support Centers, QEI, PDP website, CESA, etc). See <http://dpi.wi.gov/tepd/pdpsupportext.html>
- Assemble your PDP team
- Start developing your PDP according to recommended DPI guidelines
- Mark your calendar to complete the required annual reviews

Employer - Tips

- Revise new employee orientation to include PI 34 considerations for DPI license renewal for Initial and Professional Educators
- Review personnel policies to ensure that the supervision and evaluation process dovetails with the Professional Development Plan process when applicable
- Include PI 34 in the crosswalks with other standards and regulations that guide your program or services (Head Start Performance Standards, Child Care Licensing, OSEP, etc.) ... specifically, the 10 Wisconsin Teacher Standards as they provide the backbone to the PDP
- Devise systems to help initial educators find PDP team members and mentors, including agency staff trained as PDP team members and mentors
- Provide guidance on the roles and responsibilities of PDP mentors and what activities may be most applicable to the agency mission
- Maintain awareness of funding possibilities to provide mentors to initial educators, including the requirements for providing ongoing training and matching funds. See DPI mentor grant information at: <http://dpi.wi.gov/tepd/grants.html>
- Confirm that the initial educator is completing the annual reviews required by the PDP

Resources

- DPI website <http://dpi.wi.gov/tepd/pdp.html>
- License Renewal Support Centers (LRSC) <http://dpi.wi.gov/tepd/lrsc.html>
- Quality Educator Initiative (QEI) <https://qe.wisconsin.edu/>
- Other resources on DPI web site <http://dpi.wi.gov/tepd/pdpsupportext.html>

Teacher Standards, Core Competencies and Related Resources

- 10 Teacher Standards: <http://dpi.wi.gov/tepd/stand10.html>
- DEC Recommended Practices: http://www.dec-sped.org/About_DEC/Recommended_Practices
- NAEYC Teacher Standards:
http://education.uncc.edu/eportfolio/documents/word_files/Standards/naeyc_standards.htm
- WI Early Childhood Collaborating Partners Core Competencies:
http://www.collaboratingpartners.com/ProfDev_2.htm