



## **2011 – 2012 PDP Workshop Dates**

**PLEASE NOTE: Registration is required for all workshops.** Contact the CWUC office by calling 1-800-472-0010 or 715-693-1740 to register.

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### **TUESDAY, SEPTEMBER 20, 2011      6:00 – 7:30 p.m.      PDP 101**

*This session provides an overview of the PDP licensure process and will familiarize you with the basic elements of a PDP. Participants will learn how to write a measurable goal (which is central to a PDP), and how to select appropriate educator standards, and write objectives and activities. Mentors are welcome to attend.*

**Location: CWUC Office, 370 Orbiting Drive, Mosinee, WI**

*Light Meal will be available at  
5:30 p.m.*

**REGISTRATION DEADLINE: Thursday, September 15, 2011**

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### **TUESDAY, SEPTEMBER 20, 2011      6:00 – 7:30 p.m.      COMPLETING YOUR PDP**

*Participants will learn what an Annual Review is, how to revise a PDP that has already been approved, and what documentation is necessary to complete a PDP for verification.*

**Location: CWUC Office, 370 Orbiting Drive, Mosinee, WI**

*Light Meal will be available at  
5:30 p.m.*

**REGISTRATION DEADLINE: Thursday, September 15, 2011**

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### **SATURDAY, OCTOBER 1, 2011      10:00 a.m. – 2:00 p.m.      GOAL WRITING WORKSHOP**

*Goal writing includes completion of parts I and II of the PDP. Coaches will be on hand to answer questions and assist participants in writing a goal, objectives, activities and all other aspects of a PDP that lead to Goal Approval. Participants who complete parts I and II at this session may leave their PDPs to be approved by a team.*

**Location: CWUC Office, 370 Orbiting Drive, Mosinee, WI**

**REGISTRATION DEADLINE: Monday, September 26, 2011**

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### **TUESDAY, OCTOBER 11, 2011      6:00 – 8:00 p.m.      GOAL WRITING WORKSHOP**

*Goal writing includes completion of steps I and II of the PDP. Coaches will be on hand to answer questions and assist participants in writing a goal, objectives, activities and all other aspects of a PDP that lead to Goal Approval. Participants who complete steps I and II at this session may leave their PDPs to be approved by a team.*

**Location: CWUC Office, 370 Orbiting Drive, Mosinee, WI**

*Light Meal will be available at  
5:30 p.m.*

**REGISTRATION DEADLINE: Thursday, October 6, 2011**

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**SATURDAY, OCTOBER 22, 2011**

**10:00 a.m. – 2:00 p.m.**

**GOAL APPROVAL**

*Team members will be on hand to review, revise, and approve PDPs that are completed through Step II. If you are using QEI, you can contact the CWUC Office for the names of team members. **IMPORTANT: GOAL APPROVAL IS BY APPOINTMENT ONLY. CALL THE CWUC OFFICE TO SET UP AN APPOINTMENT TIME. ALL PDPs MUST BE SUBMITTED TO THE PROFESSIONAL DEVELOPMENT CENTER THROUGH THE CWUC OFFICE BY MAIL, EMAIL, OR THROUGH QEI AHEAD OF TIME.***

**Location:** CWUC Office, 370 Orbiting Drive, Mosinee, WI

**DEADLINE FOR MAKING AN APPOINTMENT AND SUBMITTING YOUR PDP:** Wednesday, October 12, 2011

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## **PDP VERIFICATION**

*Educators who want to have their PDP verified can submit their PDP to the Professional Development Center through the CWUC Office by mail, email, or through QEI. Verification team members will review, make suggestions for revisions if necessary, and verify completed PDPs. Appointments will be made only if the need arises. PDPs must include the completed PDP document, 3-5 pieces of evidence, the educator's Goal Approval form, and a PDP Verification form with the top portion completed and signed by the educator. If you are using QEI, you can contact the CWUC Office for the names of team members.*

**DEADLINE FOR REGISTERING FOR VERIFICATION BEFORE JANUARY 1, 2012 AND FOR SUBMITTING PDPs:**

**Wednesday, November 16, 2011**

**DEADLINE FOR REGISTERING FOR VERIFICATION AFTER JANUARY 1, 2012 AND FOR SUBMITTING PDPs:**

**Monday, January 16, 2012**

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**TUESDAY, FEBRUARY 28, 2012**

**6:00 – 7:30 p.m.**

**PDP 101**

*This session provides an overview of the PDP licensure process and will familiarize you with the basic elements of a PDP. Participants will learn how to write a measurable goal (which is central to a PDP), and how to select appropriate educator standards, and write objectives and activities. Mentors are welcome to attend.*

**Location:** CWUC Office, 370 Orbiting Drive, Mosinee, WI

*Light Meal will be available at  
5:30 p.m.*

**REGISTRATION DEADLINE:** Thursday, February 23, 2012

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**SATURDAY, MARCH 31, 2012**

**10:00 a.m. – 2:00 p.m.**

**GOAL WRITING WORKSHOP**

*Goal writing includes completion of steps I and II of the PDP. Coaches will be on hand to answer questions and assist participants in writing a goal, objectives, activities and all other aspects of a PDP that lead to Goal Approval. Participants who complete steps I and II at this session may leave their PDPs to be approved by a team.*

**Location:** CWUC Office 370 Orbiting Drive, Mosinee, WI

**REGISTRATION DEADLINE:** Monday, March 26, 2012

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**TUESDAY, APRIL 24, 2012**

**6:00 – 8:00 p.m.**

**GOAL WRITING WORKSHOP**

*Goal writing includes completion of steps I and II of the PDP. Coaches will be on hand to answer questions and assist participants in writing a goal, objectives, activities and all other aspects of a PDP that lead to Goal Approval. Participants who complete steps I and II at this session may leave their PDPs to be approved by a team.*

**Location:** CWUC Office, 370 Orbiting Drive, Mosinee, WI

*Light Meal will be available at  
5:30 p.m.*

**REGISTRATION DEADLINE:** Thursday, April 19, 2012

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**TUESDAY, JUNE 12, 2012**

**10:00 a.m. – 2:00 p.m.**

**GOAL WRITING WORKSHOP**

*Goal writing includes completion of steps I and II of the PDP. Coaches will be on hand to answer questions and assist participants in writing a goal, objectives, activities and all other aspects of a PDP that lead to Goal Approval. Participants who complete steps I and II at this session may leave their PDPs to be approved by a team.*

**Location:** CWUC Office, 370 Orbiting Drive, Mosinee, WI

**REGISTRATION DEADLINE:** Thursday, June 7, 2012

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**TUESDAY, JUNE 12, 2012**

**5:00 – 7:00 p.m.**

**GOAL APPROVAL**

*Team members will be on hand to review, revise, and approve PDPs that are completed through Step II. If you are using QEI, you can contact the CWUC Office for the names of team members.*

***IMPORTANT: GOAL APPROVAL IS BY APPOINTMENT ONLY. CALL THE CWUC OFFICE TO SET UP AN APPOINTMENT TIME. ALL PDPS MUST BE SUBMITTED TO THE PROFESSIONAL DEVELOPMENT CENTER THROUGH THE CWUC OFFICE BY MAIL, EMAIL, OR THROUGH QEI AHEAD OF TIME.***

**Location:** CWUC Office, 370 Orbiting Drive, Mosinee, WI

**DEADLINE FOR MAKING AN APPOINTMENT AND SUBMITTING YOUR PDP:** Monday, June 4, 2012

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**TUESDAY, JUNE 12, 2012**

**5:30 – 7:00 p.m.**

**COMPLETING YOUR PDP**

*Participants will learn what an Annual Review is, how to revise a PDP that has already been approved, and what documentation is necessary to complete a PDP for verification.*

**Location:** CWUC Office, 370 Orbiting Drive, Mosinee, WI

**REGISTRATION DEADLINE:** Thursday, June 7, 2012

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