



## Inservice Points Follow-Up Procedures

Participants taking professional development through FDLRS will **not** be awarded inservice points unless **Student Implementation Data** is provided via our website.

You will be emailed a certificate after the course closing.

Please understand that FDLRS does not process inservice points, nor do we report anything directly to the state. You will need to work with the certification department in your district.

### **Lake County**

No action is needed on your part.

Lake County will award inservice points upon receiving the monthly inservice report from FDLRS. If you wish, you may send a copy of your completion certificate to:

**Contact:** Dori Dunbar, 352.742.6915, [dunbard1@lake.k12.fl.us](mailto:dunbard1@lake.k12.fl.us)

### **Orange County**

Once FDLRS has closed a course, the required Excel template for inservice points will be sent to Michelle Torres Vidal, at OCPS, who will then upload your information to the Florida Department of Education. Once processed, you may check your inservice record at [www.inservicepoints.ocps.net](http://www.inservicepoints.ocps.net).

**Contact:** Michelle Torres Vidal, [michelle.torresvidal@ocps.net](mailto:michelle.torresvidal@ocps.net)

### **Osceola County**

The SDOC Professional Learning Team will award inservice points for these courses upon receiving the monthly report from FDLRS. You will get an email from us to confirm it is in process and from MyPGS to complete the survey. There is no need for you to do anything except complete the survey in your MyPGS.

**Contact Professional Development/Learning Department:** [profdevhelp@osceolaschools.net](mailto:profdevhelp@osceolaschools.net)

### **Seminole County**

- Go to the district homepage, [www.scps.k12.fl.us](http://www.scps.k12.fl.us)
- Log into your Portal account
- Click: Frontline
- Log into your Frontline: Professional Growth account
- Click: Forms (on the left-hand side of the page)
- Click: Out of District (Form 1007)
- Complete the form, attach your certificate of completion, and submit for review

**Contact:** Teaching & Learning, Professional Development, [PD\\_Support@scps.us](mailto:PD_Support@scps.us)

### **Sumter County**

**Contact:** Cheryl Cole, [cheryl.cole@sumter.k12.fl.us](mailto:cheryl.cole@sumter.k12.fl.us), 352.748.1510 x51201

### **Private Schools**

Please inquire with your administration as to how inservice points are turned into the state. Neither FDLRS nor individuals can turn in points directly to FLDOE. We will provide you with a verification of completion once the course has closed.