



## PLU SUMMARY SUBMISSION FORM FOR CERTIFICATIONS EXPIRING IN 2024

**DIRECTIONS:** [Please submit this form, the PLU transcript from Frontline, and aspirational benchmark information \(if applicable\) to the Superintendent's Office as soon as your PLUs are complete via email to \[officeofthesuperintendent@sksd-ri.net\]\(mailto:officeofthesuperintendent@sksd-ri.net\).](#)

### CONTACT INFORMATION

1. First Name
2. Last Name
3. Current Position
4. School
5. Certification ID
6. Certification Type Currently Used
7. Today's Date

### INFORMATION NEEDED FOR FINAL PLU APPROVAL

8. Have you worked all of the years of your certification cycle in a RI Public School?
9. Have you worked all of the years of your certification in the South Kingstown School District?

If not then use the RIDE form if you need to obtain PLUs from another school department. The link to the form is available here:

[https://www.ride.ri.gov/Portals/0/Uploads/Documents/Teachers-and-Administrators-Excellent-Educator s/Educator-Certification/Cert-main-page/PLU\\_Verification\\_Form.pdf](https://www.ride.ri.gov/Portals/0/Uploads/Documents/Teachers-and-Administrators-Excellent-Educator s/Educator-Certification/Cert-main-page/PLU_Verification_Form.pdf)

10. Please select your situation:

- I have **not worked all of the years of my certification cycle** and will renew to the same certificate that I currently have (initial or professional)
- I hold **initial certification** and I have the **75 PLUs** required for renewal.

*Educators holding Initial certificates must complete 25 PLUs per year of employment for a total of 75 PLUs in order to progress to a Professional (5-year) certificate.*

- I hold a **professional certificate** and have the **75 PLUs** required for renewal.

*Educators holding Professional Certificates must complete 15 PLUs per year of employment for a total of 75 PLUs in order to renew as a Professional (5-year) certificate.*

- I hold a **professional certificate**, have the **75 PLUs** required for renewal, **AND have attained an aspirational benchmark** (see page 2 for additional information below).

*If checked, indicate the aspirational benchmark here: [Click or tap here to enter text](#). Please include a copy of the aspirational benchmark with this form*

- I **do not have the required PLUs** and will be applying for a one-year special provisional certificate. This is only allowed once in my career.



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11.  Please print your PLU summary transcript from Frontline and submit it with this completed form.

**Directions to print this the Frontline PLU Summary Transcript:**

1. Log into **Frontline**
2. Make sure that you are in the **Professional Growth** module (upper left)
3. From Navigation on the left side select **My Info**
4. Under the **PORTFOLIO** section select **My PLUs**
5. Right-click on your transcript and select **print**

### For Office Use Only

- Superintendent Approval

\_\_\_\_\_  
Robert Littlefield, Interim Superintendent

Date: \_\_\_\_\_

- Validated at RI Department of Education

- PLU  
 PLU+

\_\_\_\_\_  
Charlene Briggs, HR Coordinator

Date: \_\_\_\_\_

### INFORMATION ABOUT ASPIRATIONAL BENCHMARKS

If you hold a professional certificate and meet the required PLUs AND attain one of the aspirational benchmarks during your certification cycle you will be eligible to progress to the (7-yr.) advanced certificate.

The four (4) aspirational benchmarks are:

- (1) Attainment or Renewal of National Board Certification
- (2) Receipt of an advanced degree in a related subject or content area, from an accredited institution of higher learning.
- (3) Receipt of a RIDE or national recognition such as the Milken Award, State Teacher of the Year, or Presidential Award for Math and Science.
- (4) Issuance of an additional RIDE certification in one of the Expert Residency Shortage Areas identified by RIDE.

### ADDITIONAL INFORMATION, RESOURCES, AND LINKS

*This information is based on the recently released documentation from the RI Department of Education.*

*The link to the website is available here:*

<https://www.ride.ri.gov/TeachersAdministrators/EducatorCertification.aspx>