ILLINOIS STATE EDUCATOR PREPARATION AND LICENSURE BOARD

Illinois State Board of Education (ISBE)
State Board Room, Fourth Floor
100 North First Street
Springfield, Illinois

Friday, February 6, 2015

Facilitation Committee Meeting

MINUTES

Call to Order / Roll Call:
Mark Doan, Facilitation Committee Chair, called the Facilitation Committee meeting to order at 8:32 a.m. Chairman Doan further asked that Kellee Sullivan, Secretary, Illinois State Educator Preparation and Licensure Board, to call the roll. A quorum was present.

Facilitation Committee Member(s) Present:
Kellee Sullivan, Secretary
Amee Adkins
Mark Doan
Tammy Knippenberg

Rebecca Nelson
Leon Scarlett

Approval of Facilitation Committee Meeting Minutes:
Rebecca Nelson moved that the State Educator Preparation and Licensure Board Facilitation Committee accept the minutes of the January 9, 2015 Facilitation Committee meeting as written. Amee Adkins seconded the motion. Mark Doan called for discussion, but none followed. The motion passed by unanimous vote.

Review of Business Meeting Agenda:
Due to the absence of Assistant Superintendent Jason Helfer, Rebecca Nelson moved to remove Agenda Item G1 – Item for Discussion – Part 25 Rules (Educator Licensure) from the business meeting agenda. Tammy Knippenberg seconded the motion. Mark Doan called for discussion, but none followed. The motion passed by unanimous vote.

Adjournment:
Amee Adkins moved that the State Educator Preparation and Licensure Board Facilitation Committee meeting adjourn. Rebecca Nelson seconded the motion. Mark Doan called for discussion, but none followed. The motion passed by unanimous vote. The Facilitation Committee meeting adjourned at 8:37 a.m.
Business Meeting

MINUTES

Call to Order / Roll Call:
Secretary Kellee Sullivan called the Illinois State Educator Preparation and Licensure Board business meeting to order at 9:04 a.m. Ms. Sullivan proceeded to call the roll. A quorum was present.

Member(s) Present:
Ms. Kellee Sullivan, Secretary
Amee Adkins
Kendra Asbury
Francesc Borrull
Annice Brave
D. Antonio Cantú
Mark Doan
Ronald Fonck
Neil James
Tammy Knippenberg
Stephen Lucas
Rebecca Nelson
Barbara O'Donnell
Elysa Pike
Leon Scarlett
Kathleen Valenta
Addie Washington
Angie Zarvell

Stephanie Bernoteit, Ex-Officio Member Appointed by Chairman Christopher Koch

Member(s) Absent:
Dr. Jason Helfer, Chair Designee (Representing Superintendent Christopher Koch)
Hattie Doyle

Others Present:
Nancy Barrett
David Brown
Victoria Chou
Brenda Clevenger
John Cusick
Anne Deeter
Allison Fahsl
Henri Fonville
Emily Fox
Kimberly Garrett
Nancy (Nan) Gaylen
Samina Hadi-Tabassum
William Gregory Harman
Therese Hogan
Jennifer Hope
Mitch Hopper
Whipp Johnson
Mark Lamb
Suzanne Lee
Ida Maduram
Christie Magoulias
Sarah McCarthey
Susan McDonough
Daryl Morrison
Colleen Reardon
Chris Roegge
Josephine Sarvis
Steffanie Seegmiller
Penny Silvers
Patriann Smith
Larry Sondler
Lynn Steffen
Kimberly Stevens
Joy Taylor-Ankenbrandt
Paul Worfel
Theodore Zervas

Approval of Business Meeting Minutes:
Mark Doan moved that the State Educator Preparation and Licensure Board approve the minutes of the January 9, 2015 meeting(s) as written. Amee Adkins seconded the motion. Kellee Sullivan called for discussion, but none followed. The motion passed by unanimous vote.
Public Participation:
There was no public participation.

Facilitation Committee's Report:
Mark Doan, Facilitation Committee Chair, Illinois State Educator Preparation and Licensure Board, shared that the Facilitation Committee met prior to the Licensure Board meeting. Due to the absence of Assistant Superintendent Jason Helfer, the Facilitation Committee approved the removal of Agenda Item G1 – Item for Discussion – Part 25 Rules (Educator Licensure) from the business meeting agenda.

Secretary's Report:

Educator Licensure Division
Kellee Sullivan, Division Administrator, Educator Licensure Division, provided the following information:

Updates

1. Licensure
   a. Software development – deployment next week
      i. Refinement of Evaluation process for internal staff – worksheet being refined
      ii. Rebuilding Reports for regional offices of education
      iii. Highly Qualified development
   b. Continue with data clean-up in ELIS

2. Preparation
   a. Superintendent program webinar was held on January 30, 2015. Webinar and FAQ will be posted shortly
   b. MOU with Springfield School District 186 added for the University of Illinois at Springfield (UIS)
   c. Adler showing renewed interest in institutional approval
   d. Accelerate Institute inquired about institutional approval and Principal Preparation
   e. RELAY plans to submit in March

3. Renewal and Professional Development
   a. The professional education associations and regional offices of education have named members to the Continuous Improvement Partnership (CIP) which is being reconvened as an advisory committee to the State Board in matters of the Illinois Administrators’ Academy. The first meeting has been planned for February 26, 2015.
   b. Applications continue to come in for Professional Development Providers. Each is reviewed and responses provided within ten working days.
   c. Staff member is being trained to review Administrators’ Academy course proposals and enter data into the Illinois Administrators’ Academy Management System (IAAMS).
d. Work has begun on updating the official ISBE Administrators’ Academy Manual which still references educator certificates. A draft will be presented to the CIP for review and final recommendations.

**Licensure Production**

During the Period of January 1 – 31, 2015:

<table>
<thead>
<tr>
<th>New Professional Educator License (PEL) Issued by Evaluation</th>
<th>62</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Professional Educator License (PEL) Issued by Entitlement</td>
<td>688</td>
</tr>
<tr>
<td>New ELS (PEDU)</td>
<td>65</td>
</tr>
<tr>
<td>New ELS (PARA)</td>
<td>449</td>
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<tr>
<td>New ELS (Other)</td>
<td>32</td>
</tr>
<tr>
<td>New Substitute Licenses Issued</td>
<td>958</td>
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<tr>
<td>Endorsements Issued on a PEL or ELS</td>
<td>1,042</td>
</tr>
<tr>
<td>Letters of Deficiency Issued</td>
<td>2,457</td>
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</tbody>
</table>

**Announcement of Reinstatement(s) and Revocation(s)**

The State Superintendent of Education has **reinstated** the following:

- **Lewis Himes** – Professional Educator License PEL ID #1899348

Pursuant to Section 21B-45 of the School Code, the State Superintendent of Education has **revoked** the following:

- **Rachel M. McCrea** – Educator License with Stipulations ELS (PARA) ID #2201241

Pursuant to Section 21B-80 of the School Code, the State Superintendent of Education has **revoked** the following:

- **Juan Monarrez** – Professional Educator License PEL ID #551599

**Item(s) for Immediate Action:**

*Closed Session – (As Needed)*
The State Educator Preparation and Licensure Board did not enter into closed session.

**Rules Related to Licensure (Various)**
There were no proposed rules for consideration.

**2015 Meeting Schedule for the Illinois State Educator Preparation and Licensure Board**
Rebecca Nelson stated, "I move that the Licensure Board approve the following modification to the 2015 Meeting Schedule: Remove March 5, 2015 as a meeting date."
To that end, the Licensure Board will have a one-day meeting on Friday, March 6, 2015.” Francesc Borrull seconded the motion. Kellee Sullivan called for discussion, but none followed. The motion passed by unanimous vote.

New Program Proposal Recommendation(s)

Emily Fox, Interim Supervisor, Educator Licensure Division, provided an overview for Licensure Board members regarding the Rules – Section 25.60 “Alternative Educator Licensure Program for Teachers (Beginning January 1, 2013)”.

Dominican University
Victoria Chou, Interim Dean, introduced the set of five programs being brought forward from Dominican University.

Dominican University – Elementary Education Program
The following representatives were introduced from Dominican University: Josephine Sarvis, Associate Professor, Chair of the Undergraduate Program, and Program Director for Elementary Education; Anne Deeter, Assessment Coordinator for the School of Education; and Penny Silvers, Chair of the Master of Arts in Education.

The following were topics of discussion:

- Coursework Redesign for Social Sciences
- Coursework Focused on the Four Areas of Social Studies
- Alignment of Content Knowledge and Methods Courses (alignment with knowledge indicators)
- Clarification of Hours for BA in Elementary Education
- Closing the Gap Between Theory and Practice Relating to ELS, Special Education, Minorities, Etc.
- Placement of English Language Learners
- Rubrics Used to Evaluate Candidate Performance
- Clarification of Integrated Science Classes (credit hours)
- Clarity of Credit Hours for Major Options
- Transparency of the Program Proposal Submitted for Review (lack of readiness, lack of clarity)
- Challenging Aspects Transitioning to the New Program Requirements, Etc.
- Classroom Management Throughout the Program
- Clarification Regarding Listing Course Names / Alignment of Courses

Amee Adkins stated, “Pursuant to Section 25.145 (b)(2), I move that the Licensure Board recommend that the State Board deny approval of the Elementary Education Program at Dominican University.” Addie Washington seconded the motion. Amee Adkins explained that it appears the program is not ready at this time due to the need for documentation and clarification of items discussed at today’s meeting. The motion passed with one abstention.
Dominican University – Alternative Elementary Education Program
The following representatives were introduced from Dominican University: Colleen Reardon, Director of the Alternative Licensure Programs; Anne Deeter; and Penny Silvers.

The following items were discussed with institution representatives:

- Clarification of the BS and BA Programs that are Congruent with the Role of an Elementary Education Teacher
- Clarification of Pre-Residency Assessment of Readiness
- Teach for America Candidates
- Criteria for Admission to the Program
- Cohort Size
- Partnering Districts
- Description of Key Assessments and Assessment Instruments
- Methods Courses / Percentage of Courses Delivered Online or Hybrid/Blended (ability to deliver online components of hybrid courses)
- Coordination of Site Visits
- Coordination of the Communication and Feedback to the Candidate to Ensure Progress
- Placement (ELL Positions)
- Management and the Preparation of Student Readiness for High Need Classrooms
- Faculty Qualifications (consideration for agency requirements and expectations)
- Assessment for Content Knowledge (case studies from different subject areas)
- Recruitment
- Retention in the Program (Teach for America candidates)
- Description of the Zero Credit Course
- Assessment of Dispositions

Amee Adkins stated, “Pursuant to Section 25.145 (b)(1), I move that the Licensure Board recommend that the State Board approve the Alternative Elementary Education Program at Dominican University.” Addie Washington seconded the motion. Kellee Sullivan called for discussion, but none followed. The motion passed with 12 aye votes, 3 nay votes, and 2 abstentions.

Dominican University – Alternative Early Childhood Education Program
The following representatives were introduced from Dominican University: Samina Hadi-Tabassum, Director, ESL Bilingual Program; and Kimberly Garrett, Program Coordinator, Alternative Licensure Programs.

The following items were discussed at length with institution representatives:

- Related Field Experience(s) / Clarification of 50 hours (correction from 500 in proposal)
- Teach for America (first cohort candidate clarification)
- Chicago Public Schools Placement and Hiring of Candidates
- High Need Areas in Chicago Public Schools
- Highly Qualified Early Childhood Educators

Amee Adkins stated, “Pursuant to Section 25.145 (b)(1), I move that the Licensure Board recommend that the State Board approve the Alternative Early Childhood Education Program at Dominican University.” Addie Washington seconded the motion. Kellee Sullivan called for discussion. Angie Zarvell shared her concern that a program without
approval has already been marketed per the earlier discussion with institution representatives. The motion passed by unanimous vote.

**Dominican University – Alternative Secondary English Language Arts Program**
The following representatives were introduced from Dominican University: Greg Harman, Assistant Professor; and Susan McDonough.

Discussion ensued regarding:

- Teach for America (first cohort candidate clarification) / Cohort Size
- Need for ELA Teachers in Chicago Public Schools
- Coursework Descriptions and Clarification
- Assessment System Design
- Clarification of Field Hours
- Clarification Regarding Co-Teaching
- Competencies Working with Students with Difficulty in the Reading Discipline

Amee Adkins stated, "Pursuant to Section 25.145 (b)(1), I move that the Licensure Board recommend that the State Board approve the [Alternative Secondary English Language Arts Program] at Dominican University." Addie Washington seconded the motion. Kellee Sullivan called for discussion. Leon Scarlett shared there appears to be many English Language Arts teachers who are not working (due to layoff) and who are now having difficulty finding a position in Chicago Public Schools. To that end, it does not appear to be a high needs area. Francesc Borrull raised concerns as well for the teachers in Chicago where it appears there are too many English Language Arts teachers. Several other Licensure Board members, located in different parts of the state, indicated there are more applicants than positions for English Language Arts. Angie Zarvell noted that in her area an English Language Arts position has been posted and no applications have been received. Amee Adkins indicated this is not a "brand new" program as it has been approved in the past, and now it is being brought in line with current rules. Dr. Adkins further cautioned Board members with regard to their reasoning in voting because in Elementary Redesign the Licensure Board has not scrutinized the shortage requirement because they were all existing programs that were redesigning to meet new rules. The existing programs for the Alternative Route are redesigning to meet changes in rules. A program can only be held to what is outlined in rule. If it were a new program, there would be a difference. Elysa Pike shared that the needs may have changed over the years. Mark Doan shared his perspective as a practitioner. Annice Brave asked if in the future sample rubrics could be shared with the Licensure Board when submitting new programs. Dean Cantú raised a concern regarding consistency in relation to institutions coming before the Licensure Board due to changes in the rules. He further shared that what happens today sets precedence with regard to Alternative Licensure programs. The motion did not pass (8 aye votes, 8 nay votes, and 1 abstention).

Amee Adkins moved that the Licensure Board table the Alternative Secondary English Language Arts Program from Dominican University until the availability of State Board of Education Legal staff. Addie Washington seconded the motion. Kellee Sullivan called for discussion, but none followed. The motion passed by unanimous vote.

Kimberly Stevens, State Board of Education Assistant Legal Counsel, stated that under Robert’s Rules of Order a tie vote is a failed vote because a vote requires a majority of those (50 percent
plus one) present and voting, and an abstention does not count as a person voting. The following options available to the Licensure Board were shared:

- Make another motion (deny, reconsider, etc.) once the item is removed from the table
- If no motion is made, the program is not approved and the non-decision would be forwarded to the State Board of Education (option of the institution to appeal to the State Board)
- If another motion is made, with the same result, the outcome would be sent to the State Board of Education

Amee Adkins moved that the Licensure Board remove from the table the Alternative Secondary English Language Arts Program from Dominican University. Mark Doan seconded the motion. Kellee Sullivan called for discussion, but none followed. The motion passed by unanimous vote.

Kathleen Valenta stated, “Pursuant to Section 25.145 (b)(2), I move that the Licensure Board recommend that the State Board deny approval of the Alternative Secondary English Language Arts Program at Dominican University.” Addie Washington seconded the motion. Kellee Sullivan called for discussion, but none followed. The motion did not pass (8 aye votes, 8 nay votes, and 1 abstention).

Dominican University – Alternative Secondary Science Program
The following representatives were re-introduced from Dominican University: Greg Harman; and Susan McDonough.

After a brief discussion with institution representatives, Dean Cantù stated that the program proposal, as submitted, needs to be separated into separate science program proposals (Biology, Chemistry, etc.).

Amee Adkins stated, “Pursuant to Section 25.145 (b)(2), I move that the Licensure Board recommend that the State Board deny approval of the Alternative Secondary Science Program at Dominican University.” Kathleen Valenta seconded the motion. Kellee Sullivan called for discussion. Members clarified that there is a recruitment target of June which ensures the program(s) will be returning soon (April 2015) to the Licensure Board for review. The motion passed by unanimous vote.

Millikin University – Elementary Education Program
The following representatives were introduced from Millikin University: Nancy Gaylen, Director of the School of Education; Christie Magoulias; Associate Professor in Elementary Education, and the Assessment Coordinator; and Steffanie Seegmiller, Coordinator of Clinical Practice.

Licensure Board members asked for clarification with regard to the following items:

- Data Retreats
- Coursework and Required Courses (Alignment with Science and Social Sciences)

Leon Scarlett stated, “Pursuant to Section 25.145 (b)(1), I move that the Licensure Board recommend that the State Board approve the Elementary Education Program at Millikin University.” Addie Washington seconded the motion. Kellee Sullivan called for discussion, but none followed. The motion passed with two abstentions.

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North Park University – Elementary Education (Undergraduate / Graduate) Program
The following representatives were introduced from North Park University: Rebecca Nelson, Dean, School of Education; Ida Maduram, Professor of Elementary Education, Coordinator of the Elementary Education Program; Whipp Johnson, Coordinator of Secondary and K-12 Programs, and Assessment Coordinator; and Ted Zervas, Coordinator of the Master of Arts and Teaching Program.

The following items were discussed at length:

- Anticipated Cohort Size
- Science Content (labs)
- Content Courses (Alignment with Social Sciences)
- Distinction of Courses Between Undergraduate and Graduate Levels

Tammy Knippenberg stated, "Pursuant to Section 25.145 (b)(1), I move that the Licensure Board recommend that the State Board approve the Elementary Education (Undergraduate / Graduate) Program at North Park University." Addie Washington seconded the motion. Kellee Sullivan called for discussion. Several members complimented institution representatives for the thoroughness of the program. The motion passed with one abstention. (Note: Rebecca Nelson did not participate in the vote as a Licensure Board member due to being a presenter of the program proposal.)

University of Illinois at Urbana-Champaign – Reading Specialist Program
The following representatives were introduced from the University of Illinois at Urbana-Champaign: Chris Roegge, Executive Director of the Council on Teacher Education; Sarah McCarthey, Director of Teacher Education, College of Education, and Professor in Curriculum Instruction and Language and Literacy; Patriann Smith, Clinical Assistant Professor, Department of Curriculum and Instruction; David Brown, Associate Professor; and Suzanne Lee.

The following items were topics of discussion:

- Clarification of Clinical Practices
- Recruitment of Literacy Coaches
- Clarification of Online Courses (percentages of instructional delivery)
- Clarification of Candidate Work with Students During Clinical Practice(s)
- Cohort Size
- Overview of the Summer Clinic
- Reading Specialist Coursework (transfer inside/outside the university)

Mark Doan stated, "Pursuant to Section 25.145 (b)(1), I move that the Licensure Board recommend that the State Board approve the Reading Specialist Program at the University of Illinois at Urbana-Champaign." Addie Washington seconded the motion. Kellee Sullivan called for discussion, but none followed. The motion passed with two abstentions.
Item(s) for Discussion

Part 25 Rules (Educator Licensure)
Due to the absence of Jason Helfer, Assistant Superintendent for Educator Effectiveness, this item was removed from the business meeting agenda.

Adjournment:
With no further business, Francesc Borrull moved that the State Educator Preparation and Licensure Board meeting adjourn. Amee Adkins seconded the motion. Kellee Sullivan called for discussion, but none followed. The motion passed by unanimous vote. The State Educator Preparation and Licensure Board meeting adjourned at 2:45 p.m.

APPROVED

[Signature]
Christopher Koch, Chairman

[Signature]
Kellee Sullivan, Secretary