

ILLINOIS STATE TEACHER CERTIFICATION BOARD

**Illinois State Board of Education
Springfield, Illinois**

Friday, January 9, 2004

MINUTES

Audit Committee

Call to Order / Roll Call:

Dennis Williams, Interim Secretary, Illinois State Teacher Certification Board, called the Illinois State Teacher Certification Board – Audit Committee meeting to order at 9:00 a.m. Mr. Williams announced that Dr. Schiller would not be present at this time. Mr. Williams proceeded to call the roll. A quorum was present.

Members Present:

Dennis Williams, Interim Secretary

William Briggs
Andrew Brulle
Roger Chamberlain
Deidre Dare
Bruce Dennison

Connee Fitch-Blanks
Brenda Humphrey
Laura Lipe
Linda Malone
Mary Jane Morris
Linda Tafel
Denise Williams

Members Absent:

Robert E. Schiller, Chairman

Kay Acklin
Marsha Allen
Nina Dorsch

Barbara Eason-Watkins
Nan Giblin
Elliott Lessen
Eugene Zalewski

Others Present:

Laura Barwegen
Sheryl Benson
Charles Evans
Susan Fowler

Marge Jerich
Phyliss Jones
Lee Patton
Judie Steinhauser

Brenda Stonecipher
Karen Williams
Pat Wilson
Marti Woelfle

Review of the “Six Month Report” Submitted by the University of Illinois at Urbana-Champaign (UIUC) as Required by the Accreditation Decision in June 2003:

Linda Tafel, Chair of the Facilitation Committee, Illinois State Teacher Certification Board, provided an overview of the proceedings for the work of the Audit Committee. Linda Tafel asked representatives from the University of Illinois at Urbana-Champaign to provide an overview of the information presented and reviewed by the members of the Certification Board.

Representatives from the University of Illinois at Urbana-Champaign:

Susan Fowler

Dean, College of Education and Chair, Council on Teacher Education

Sheryl Benson

Executive Director, Council on Teacher Education

Marge Jerich

Policy Analyst

Pat Wilson

Executive Director, Council on Teacher Education

Susan Fowler and Sheryl Benson provided a detailed summary and overview of the “Six Month Report”. Linda Tafel once again provided an overview of the process and facilitated the discussion regarding the “Six Month Report” for the University of Illinois at Urbana-Champaign.

After discussion and deliberation, Linda Tafel provided the following summary of the Board members’ conclusions:

Standard 1: Met with Weakness (Revision of #2)

Standard 2: Met with Weakness (Revision of #3 and #4)

Standard 3: Met (All Weaknesses Removed)

Standard 4: Remain Met

Standard 5: Remain Met

Standard 6: Met (Removed Weakness)

The consensus of the Certification Board was to recommend “Continuing Accreditation” during the business meeting at 10:30 a.m.

Note: The Illinois State Teacher Certification Board - Audit Committee adjourned at 10:00 a.m. and reconvened for the business meeting at 10:30 a.m.

Business Meeting

Call to Order / Roll Call:

Robert Schiller, Chairman, Illinois State Teacher Certification Board, called the Illinois State Teacher Certification Board meeting to order at 10:30 a.m. Dr. Schiller asked Dennis Williams, Interim Secretary, to call the roll. A quorum was present.

Members Present:

Robert E. Schiller, Chairman
Dennis Williams, Interim Secretary

William Briggs
Andrew Brulle
Roger Chamberlain
Deidre Dare
Bruce Dennison

Connee Fitch-Blanks
Brenda Humphrey
Laura Lipe
Linda Malone
Mary Jane Morris
Linda Tafel
Denise Williams

Members Absent:

Kay Acklin
Marsha Allen
Nina Dorsch
Barbara Eason-Watkins

Nan Giblin
Elliott Lessen
Eugene Zalewski

Others Present:

Laura Barwegen
Martha Benjamin
Sheryl Benson
Bob Bigham
Marguerite Boyd
Lucille Buscher
Ellen Crowe
Deborah Curtis
Charles Evans

Susan Fowler
Pat Glenn
Rajesh Iyer
Marge Jerich
Phyliss Jones
Carol Lanning
Linda McElroy
Virginia McMillan
Lee Patton

Lou Ann Reichle
Lynn Rhoades
Cynthia Shanahan
Judie Steinhauser
Brenda Stonecipher
Sally Vogl
Karen Williams
Pat Wilson
Marti Woelfle

Approval of Minutes:

Due to the holidays, the minutes of Friday, December 4 - 5, 2003 were not available for review and approval. They will be made available for approval at the Friday, February 6, 2004, meeting of the Illinois State Teacher Certification Board.

Note: Roger Chamberlain addressed the group to thank everyone personally for their thoughts during the fire at his middle school. He was very appreciative of the emails and notes of concern.

Public Participation:

None.

Facilitation Committee's Report:

Linda Tafel reported the Facilitation Committee met earlier to review the agenda and make plans for staff presentations during the meeting. She asked that the agenda be changed in order for the Secretary's Report to be given immediately following the Facilitation Committee's Report. This was acceptable to the members.

Secretary's Report:

Dennis Williams provided an update on the functions of the Certification and Professional Development Department. He reported that the transcript review staff have an approximate 2-month backlog of cases pending review. This has been exacerbated by additional responsibilities resulting from closure of the Chicago Certification Office. Throughout the Department the staff face additional responsibilities due to the end of the first cycle of certificate renewal. Again, the challenge is exacerbated by the fact that the State Board of Education is the Regional Office of Education for the City of Chicago and 24 LPDCs will make recommendations for renewal or non-renewal of Standard Certificates.

Dr. Schiller clarified that staff was reduced because the money for those position(s) was directly funded from the Teacher Certification Revolving Fund, the allocation which was reduced by the Governor.

Bruce Dennison stated that on behalf of the Regional Offices of Education they offer their statewide support and appreciate the leadership shown by Dr. Schiller and the Illinois State Board of Education.

Item(s) for Immediate Action:

Accreditation Status – University of Illinois at Urbana-Champaign

Brenda Humphrey moved that the Illinois State Teacher Certification Board recommend to the State Board of Education that based on the documentation presented in the university's six-month report, the University of Illinois at Urbana-Champaign be assigned "Continuing Accreditation." This is consistent with Section 25.125 (j) (2) (C). Denise Williams seconded the motion. The motion passed with one abstention.

Associate of Arts in Teaching Degree Models

Dr. Schiller welcomed Virginia McMillan from the Illinois Community College Board.

Ms. McMillan shared information regarding the development of Associate of Arts in Teaching Degree Models. The Illinois Community College Board endorsed an initiative to enhance the role of community colleges in teacher preparation and quality improvements. In September 2002, in cooperation with the Illinois Board of Higher Education, the Illinois Community College Board and the Illinois State Board of Education, the University of Illinois formed a steering committee to develop Associate of Arts in Teaching Degree Models. The *Report of the Illinois P-16 Education Initiative* is being presented to the State Teacher Certification Board for endorsement of the concept and models for Associate of Arts Degrees in Education.

Charles Evans, University of Illinois, discussed the process through which the models for the Associate of Arts Teaching Degree were formulated. The overall goal was to treat a student from the community college the same as a native university student.

Susan Fowler, Dean, College of Education, University of Illinois, shared the university involvement in developing the models. The public deans have been very supportive of the model.

Marguerite Boyd, Interim President, Harry S. Truman College, provided several principles regarding the model. This model is built upon the Illinois Articulation Initiative. Students will develop an electronic portfolio that will contain documentation in the form of artifacts demonstrating that the standards are met. There is still work to be done between groups in aligning the Illinois and NCATE standards with the AAT degree models.

Ms. McMillan reported that the Illinois Community College Board as well as the Illinois Board of Higher Education have already endorsed the principles of the Secondary Math model. She further stated they are now seeking endorsement from the State Teacher Certification Board and their recommendation that the State Board of Education consider it at the January State Board of Education meeting.

The *AAT Super Matrix – Secondary Math and Science Model* was distributed to members of the State Teacher Certification Board. The Super Matrix is a table containing the standards/indicators identified by the AAT education course committees and general education workgroup as being appropriate for the freshmen/sophomore level.

After questions and discussion by members of the Certification Board, William Briggs moved that the Illinois State Teacher Certification Board recommend the Associate of Arts in Teaching Degree Models proposal be forwarded to the State Board of Education for consideration and approval. Laura Lipe seconded the motion. The motion passed with one abstention.

Proposals for Activities that Meet Requirements for Standard Certificate Eligibility

William Briggs moved that the “Proposals for Activities that Meet Requirements for Standard Certificate Eligibility” presented on January 9, 2004 by staff be approved. Brenda Humphrey seconded the motion. The motion passed by unanimous vote. (See Attachment)

Proposed Rulemaking – Part 1: Recognition and Supervision of Schools

Lee Patton provided an update on the Proposed Rulemaking – Part 25 that the State Teacher Certification Board endorsed at their December meeting. After being forwarded to the State Board of Education and approved, they are now out for a 60-day public comment period which will end March 2, 2004.

The proposed rulemaking is being initiated to align the relevant components of Part 1 with the proposed changes to Part 25 (Certification) and to clarify options available to school districts when assigning teachers. Staff asked the Certification Board to review the proposed Part 1 rules and make a recommendation for the State Board of Education to act at their January meeting. This will allow the Part 1 rules to be distributed for public comment on a timeframe that will allow both Part 25 and Part 1 to be in effect by July 1, 2004. The proposed rules for Part 1 would be distributed for a 45-day public comment period.

Sally Vogl explained how Part 1 and Part 25 function together.

A question was raised regarding how administrators will be notified about who is eligible for assignments and how this will relate to the requirements for designation as “highly qualified.” Lee Patton stated these rules will not be final by March when most hiring and assignment decisions are made, so it will be important for the staff to let educators know about the proposed changes. It was also recommended that attention be given to making this material user friendly.

Lee Patton explained that the Part 1 proposal clarifies the conditions under which paraprofessionals may be assigned to provide instructional support. This includes an important change in the requirements for the assignment of paraprofessionals to provide instructional support for special education classes and/or students. The long-standing practice has been to exempt all special education teacher aides from the requirement that the aide obtain an approval from the State Board of Education. This establishes a different expectation for special education paraprofessionals who provide instructional services, unlike paraprofessionals who work in general education settings, and it is inconsistent with the effort to assure all students are served by highly qualified teachers and paraprofessionals.

The proposed rules would require that special education paraprofessionals whose primary role is to provide instructional support meet the same criteria as all other similar paraprofessionals. Paraprofessionals, whose primary responsibility is personal care or assistance for an individual student, or other non-instructional support, would not be subject to this requirement.

Dr. Schiller cautioned about having rules sent out for consideration that may cause panic in how they will be implemented by July 1. He recommended to the Certification Board to be mindful of the implications of how to balance the standard setting with the implementation to be very realistic at the school district level.

Dr. Schiller also expressed concern about the proposal regarding assignment of veteran staff. This led to a substantial discussion which affirmed some general parameters for changing the proposal before the Board, and staff were asked to develop language that would reflect those concepts.

Note: Break for Lunch – Resume at 12:45 p.m.

In response to the Certification Board's direction, the following proposals for changes to the proposed Part 1 paraprofessional rules were presented by Sally Vogl and Lee Patton:

Section 1.630 Noncertificated Personnel --

Sub-Section b2: Employment as a paraprofessional requires a statement of approval issued by the State Board of Education, in conjunction with the State Teacher Certification Board except that a paraprofessional first employed on or before June 30, 2004 in a program serving students with disabilities shall be subject to this requirement beginning July 1, 2007.

Sub-Section b5: It is the responsibility of the school district to ensure that no individual is employed as a paraprofessional without a statement of approval except as provided in Sub-Section b2 of this section.

Staff also recommended that the concept of awarding a designation for veteran teachers who have taught for two semesters be retained, but the term “qualified” be removed from the proposed rules. This would allow staff to determine an appropriate way to identify veteran teachers who do not hold a formal endorsement but may be considered eligible for assignment in a given subject.

Lee Patton explained that in regard to teachers who do not meet the qualifications for “highly qualified” under NCLB but who have taught a subject for two semesters, schools would notify parents that the person meets state requirements for assignment to this teaching position, but he/she does not meet the requirements for the federal “highly qualified” designation.

Linda Tafel moved the State Teacher Certification Board recommend to the Illinois State Board of Education Proposed Rulemaking: Part 1 – Public Schools Evaluation, Recognition and Supervision as revised through today’s discussion and move forward for public comment. William Briggs seconded the motion. The motion passed by unanimous vote.

Teacher Certificate Renewal – End of Cycle Issues

The first group of teachers who will complete five years of teaching on a Standard Certificate and are subject to the new teacher certificate renewal requirements will need to renew their certificates as of July 1, 2004. Records indicate that approximately 2,000 teachers are part of this group.

The “end of cycle” requirements require the notification of renewal or non-renewal to teachers. There is concern about who will bear the cost, especially when LPDCs must notify teachers through return receipt mail and there is no funding for LPDCs.

Linda Tafel moved that the State Teacher Certification Board adopt “Emergency Rules” so that at the second notification stage, only teachers who will be receiving a negative recommendation are required to receive notification by receipt mail. This would replace the current requirement for return receipt notification of all teachers. Bill Briggs seconded the motion. The motion passed by unanimous vote.

Discussion Item(s):

Streamlining Teacher Certificate Renewal System

Comments from the LPDCs regarding streamlining the certificate renewal system were shared with Certification Board members. Lee Patton indicated that based on the reactions of LPDCs, teachers, the evaluations of the certificate renewal system and the problems encountered with the requirements for moving from Initial to Standard Certification, she had come to believe the system should have a clear and consistent

purpose for each level – initial preparation – initial to standard – standard to master certification. She further stated Illinois’ tiered certification should have a clear progression that makes sense. The following ideas were shared as a way to address these goals.

- Establish professional development standards for Illinois.
- Modify the LPDC role to help monitor professional development activities as opposed to monitoring teachers.
- Conduct performance assessment separate from certification. Establish rules for the evaluation of beginning teachers based on the professional teaching standards.
- The initial certificate level is attained when the professional preparation program is completed. To move to the standard level, an induction and mentoring program at the district or regional level, or an equivalent support program focused on development of professional skills, would be required.
- Add another certification level – Advanced Certification. Moving from the standard level to the new “advanced” level would require teachers to earn a Master’s degree in either teaching or educational leadership. That would result in every teacher in Illinois having a Master’s degree. Once attaining the “advanced level” certificate, a person would have the following options: (1) obtain the National Board of Professional Teaching Standards and achieve “master” level”; (2) attain a doctorate degree; (3) complete 100 CPDUs that would be defined as “giving back to the profession.”

Ms. Patton asked for reaction and feedback from the Certification Board members regarding the simplicity of such a system. Comments supported various aspects of the ideas she had presented as well as the importance of the master’s degree; however, there was concern about requiring a masters’ degree due to cost and access. One member suggested that the ideas for simply streamlining the certificate renewal system (as discussed in earlier meetings) might be better. Members also commented that streamlining the system, whatever the approach may be, will require a change in the law.

Dr. Schiller stated that a flowchart or “sequence” document will be distributed to the Certification Board members to use as a future discussion point.

New Program Proposal Format

The general consensus from the higher education representatives was that the new program proposal format was very good and would provide the information the Certification Board members need in reviewing such proposals.

Status of Certificate Revocation Hearing

Dennis Williams shared that by the February Board meeting, members of the State Teacher Certification Board will have received all information for their review and future decisions.

Information Item(s):

Closing of Chicago Regional Certification Office

Lee Patton updated the Certification Board members with regard to the closing of the Chicago Regional Certification Office. All materials are being processed through Springfield.

Initial to Standard Certification Programs and Plans

Staff updated the Board on progress and distributed a “draft” form for reinstatement. Information is being developed for the LPDCs and for teachers regarding a variety of issues related to moving from the initial to standard certificate.

Annual Report and Data Information Report

The Annual Report and Data Information Report were shared with the Certification Board members as an information item. Lee Patton stated that the Data Information Report has been modified to show over-supply areas and shortages.

A question was raised on the Institution Annual Report – *Section D – Unit Overview: List the three major challenges facing your unit at this time.* Staff clarified that the question represented an attempt to get a sense of what is going on at the institutional level, since staff are not able to be in frequent contact with all programs. Staff emphasized that the information requested by this question would not be used against an institution and the question would be revised.

Special Report(s):

Member Reports and Questions

Pat Glenn, Department of Certification and Professional Development, responded to questions regarding testing that had been raised at an earlier meeting. She distributed matrices that document the alignment of Illinois certification tests with State and National standards and responded to additional questions about testing.

Adjournment:

The Illinois State Teacher Certification Board adjourned at 2:00 p.m.

APPROVED

Chairman

Secretary

ATTACHMENT

(UPDATED LIST)

**PROPOSALS FOR SELF-ASSESSMENT COURSEWORK
TO MEET REQUIREMENTS
FOR THE STANDARD CERTIFICATE**

Recommended for Approval
by State Board Staff
January 9, 2004

Aurora University
Southern Illinois University – Carbondale (College of Education and
Human Services)

**PROPOSALS FOR NBPTS-RELATED COURSEWORK
TO MEET REQUIREMENTS
FOR THE STANDARD CERTIFICATE**

Recommended for Approval
by State Board Staff
January 9, 2004

Southern Illinois University – Carbondale (College of Education and
Human Services)

ATTACHMENT

(UPDATED LIST)

**PROPOSALS FOR INDUCTION AND MENTORING PROGRAMS
TO MEET REQUIREMENTS
FOR THE STANDARD CERTIFICATE**

Recommended for Approval
by State Board Staff
January 9, 2004

Evergreen Park HSD 231* – Cook County
DuPage High School District 88 – DuPage County
Dolton School District 148 – Cook County
University Park School Dist. 97* – Cook County
Lake Park High School District 108 – DuPage County
Oswego School District 308 – Kendall County
LaGrange (South) District 105* – Cook County
Lemont Township High School Dist. 210* – Cook County
Evanston Township High School Dist. 202 – Cook County
Cary CCSD 26* – McHenry County
Mattoon Community Unit School District 2 – Coles County
Mt. Prospect 57 – Cook County
Palatine CCSD 15 – Cook County
Thornton Township High Schools District 205 – Cook County
Cicero District 99 – Cook County

* Had an comparable Induction and Mentoring Program in place prior to July 1, 2003.

ATTACHMENT

(UPDATED LIST)

**PROPOSALS FOR X-TYPE CPDU ACTIVITIES
TO MEET REQUIREMENTS
FOR THE STANDARD CERTIFICATE**

Recommended for Approval
by State Board Staff
January 9, 2004

Associated Colleges of Illinois (Chicago)
Black Hawk Area Education Center (East Moline)
Byron Community Unit District 226
Chicago Area Writing Project (Partnership with Roosevelt University)
Geller Educational Resources (Buffalo Grove)
Janet Winslow (Individual – Morrison)
Kathy Lee Leatherman (Individual – Chicago Ridge)
Leanne Hoagland-Smith DBA Advanced Systems (Individual – Indiana)
Lombard Elementary School District 44
NBPTS Resource Center (15 CPDU version of previously approved 30
CPDU program)
Mather High School (Chicago)
May Community Academy (Chicago)
Oswego School District #308
Professional Development Alliance (Joliet – partnership with Aurora
University)
Regional Office Of Education #40 (Carlinville)
South Berwyn School District 100
South Berwyn School District 100
South Cook Intermediate Service Center 4
Special Education District of Lake County
St. Mary's School (Alton)
Sunset Ridge School District #29
West Aurora School District #129
West Northfield School District #31

(Please note that some of these providers have received approval for other proposals – these are new proposals that have not been before the Certification Board)