

**ILLINOIS STATE TEACHER CERTIFICATION BOARD**

**Illinois State Board of Education  
Springfield, Illinois  
(Via Conference Call)**

**Friday, October 3, 2003**

**MINUTES**

**Call to Order / Roll Call:**

Dr. Robert E. Schiller, Chairman, Illinois State Teacher Certification Board, called the Illinois State Teacher Certification Board meeting to order at 9:15 a.m. The meeting was held via conference call.

Mr. Dennis Williams, Interim Secretary, Illinois State Teacher Certification Board, called the roll. A quorum was present.

**Members Present:**

Dr. Robert E. Schiller, Chairman  
Mr. Dennis Williams, Interim  
Secretary

Kay Acklin  
Marsha Allen  
William Briggs  
Andrew Brulle  
Roger Chamberlain  
Bruce Dennison  
Nina Dorsch

Barbara Eason-Watkins  
Connee Fitch-Blanks  
Brenda Humphrey  
Elliott Lessen  
Laura Lipe  
Linda Malone  
Mary Jane Morris  
Linda Tafel  
Denise Williams  
Eugene Zalewski

**Members Absent:**

Deidre Dare  
Nan Giblin

**Others Present:**

Deb Curtis  
Lee Patton

Lou Ann Reichle  
Susan Shea

### **Approval of Minutes:**

The minutes of the September 5, 2003 Illinois State Teacher Certification Board meeting were presented for consideration. Mr. William E. Briggs moved that the September 5, 2003 minutes of the Illinois State Teacher Certification Board meeting be approved. Dr. Andrew Brulle seconded the motion. The motion passed by unanimous vote.

### **Public Participation:**

None.

### **Facilitation Committee's Report:**

Dr. Linda Tafel discussed several items from the October 3, 2003 Facilitation Committee meeting.

Dr. Tafel indicated that at the November meeting Certification Board members will further discuss the matter of recertification. On Page 7 of the September 5, 2003 Minutes, the following items will be addressed:

- (1) ISBE staff will prepare a list of process issues and possible solutions. That list will designate which potential solutions can be implemented by policy and which would require legislative and/or rule change.
- (2) ISBE staff will survey Certification Board members to elicit their perceptions of policy issues and possible solutions, and consult with other individuals and groups as appropriate.

In addition Dr. Tafel will call a meeting of the Facilitation Committee to address the following:

- (3) The Facilitation Committee of the Certification Board will develop questions that need further study, even if funds are not available. The Committee may even identify some areas for a study (either by the MGT firm or more likely by graduate students, etc.) around the area of professional development.

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

**Proposed Rulemaking – Part 27:**

Ms. Lee Patton presented Proposed Rulemaking – Part 27 for initial review and comment, prior to presentation to the State Board.

The rulemaking will correct a problem related to the language developed for Part 27 when it was originally promulgated. The language being struck describes the number of hours of experience required as a demonstration of competencies of a Technology Education Teacher. This language is not appropriate because it is based on inputs (number of hours) and does not reflect a performance measure.

This set of standards is for a specific credential – Technology Education Teacher – as distinct from the technology standards that are applicable to all teachers. The proposed change to the rules would delete subsection (k) from Section 27.460 (Technology Education).

After discussion, Dr. Eugene Zalewski moved to accept the proposed rulemaking for Part 27 as presented. Dr. Elliott Lessen seconded the motion. The motion passed by unanimous roll call vote.

**Initial to Standard Procedures and Approvals:**

Ms. Lee Patton shared several concerns:

- (1) The need to make as many options available to teachers as quickly as possible – particularly for those public and private school teachers who complete four years of teaching this fall and spring and will be ready time eligible for certification.
- (2) The time it takes to review the applications. It will be very difficult to provide a timely response to applicants.

Mr. William E. Briggs moved that Ms. Lee Patton take appropriate steps to have the Class of 2004 grandfathered in to moving from initial to standard certificate. Ms. Kay Acklin seconded the motion. The motion passed by unanimous roll call vote.

Certification Board members, representing the Illinois Education Association and the Illinois Federation of Teachers, indicated that their respective organizations will assist in any way possible seeking this legislation.

Certification Board members indicated that, at least for now, they wish to continue to give formal approval to all such proposals. The Board asked Lee Patton to develop a rubric for review of the proposals and to use that to recommend proposals for approval in November.

Mr. Bruce Dennison shared several concerns with the Certification Board regarding current teachers and out-of-state applicants seeking certification.

The Certification Board asked that Ms. Lee Patton share all legislative proposals that are prepared by the Department of Certification and Professional Development.

### **Information and Discussion Item(s):**

#### **Secretary's Report:**

Mr. Dennis Williams provided an update on processing applications for certification. He indicated that the priority files and entitlement certification cases are up to date. However, since there are only five transcript reviewers available for processing applications, there is still a significant backlog of transcript review cases awaiting action. He reported that staff were then working on May 6, 2003 applications.

Mr. Williams announced the resignation of Nancy Patton Long. Her responsibilities have been reassigned to remaining staff. Ms. Patton will share with Certification Board members a list of new staff assignments for technical assistance and support for higher education institutions.

Certification Board members raised concerns about the delay in staff review and Certification Board scheduling of new program approvals. Immediate attention will be given to this issue.

Several concerns regarding CERTS were discussed: (1) technology; (2) confusion for reviewer registration; and (3) changes in profiles.

The Administrators' Academy is currently up to date. The Certification Board members asked if a list of approved academies be shared with the Board. It was suggested that a link to the approved academies be attached to Dr. Schiller's Friday message next week.

Options to access the Department of Certification and Professional Development can be made by: (1) email (certification, professional development, and certificate renewal boxes); (2) ROE phone number; and (3) Higher Education phone number.

Refinement of OTIS was discussed by Ms. Lee Patton. Applicants can view their latest deficiency statement. A brief overview of OTIS was also shared with Board members. Ms. Kay Acklin stressed concerns regarding public access to private information on OTIS.

Ms. Kay Acklin stated that certificate renewal and CERTS have been a logistical nightmare. It was suggested that an option be made available to download the forms from CERTS and use paper documents. The Certification Board also asked that this topic be included in the list of certificate renewal issues and possible solutions to be presented to the Certification Board members in November.

Ms. Denise Williams asked to discuss the Administration of the Assessment for Professional Teaching (APT) Test. Ms. Williams indicated that several questions were raised by a student teacher. As of October 1, 2003, the APT is required of individuals who make application for an elementary, early childhood, secondary or special teaching certificate. Several concerns were shared:

- A number of typing errors affected the questions and how they were answered;
- Questions for kindergarten and high school do not provide enough differentiation;
- More than one answer was acceptable to questions (confusion); and
- It might be more beneficial for take the test during student teaching.

#### Review Cycle for Accreditation Visits – Timing:

Ms. Lee Patton indicated that it would be helpful to be able to schedule staff review of annual reports from institutions and reported that this would mean that annual reports would be submitted in the late spring.

Dr. Andrew Brulle shared several concerns about this proposed timing and the practice of many institutions to spend the spring and summer analyzing data for program improvement and, for NCATE schools, submission to that organization.

Dr. Linda Tafel indicated that the spring is the worst time in terms for a narrative for assessment. Ms. Patton indicated that staff would revisit this issue and take these problems into consideration.

### Highly Qualified Educators:

Ms. Lee Patton indicated:

- A new guidance document is available.
- The State Board was visited by the National Teaching Corps from USDE. They are working very hard to create a new culture and provide assistance to states. Illinois was one of the first three states to be visited.
- Based on a meeting Ms. Patton attended in Washington, D.C., sponsored by the CCSSO, it is evident that Illinois will need to develop a plan to move the state and local districts toward full compliance with NCLB requirements for teachers and paraprofessionals. The state must also be able to demonstrate a good faith effort in all aspects of this initiative.
- The staff hopes to present criteria for highly qualified special education teachers in November. Other existing criteria for highly qualified teachers that need further refinement may also be presented at that time.

### University of Illinois at Urbana-Champaign – Deletion of Program:

The University of Illinois at Urbana-Champaign (UI-UC) submitted documentation that the secondary (6-12) program in physical education shall be discontinued. The UI-UC complied with the reporting requirements.

Dr. Linda Tafel would like to have a list of all the programs that were eliminated by institutions. Ms. Patton indicated that this list was available and will forward it to the Certification Board members.

### Miscellaneous:

Dr. Linda Tafel polled the Board regarding meeting locations. There was strong agreement that all regularly scheduled Certification Board meetings should be held in Springfield, and that conference calls and electronic meetings not be used as a format for such meetings. However, the group agreed that if there are not enough agenda items to warrant a meeting, it could be canceled. Members asked to be given sufficient notice in such situations.

Status of Revocation Hearings (Closed Session):

Dr. Linda Tafel moved that the State Teacher Certification Board go into closed session under the exceptions set forth in the Open Meetings Act of the State of Illinois (5 ILCS 120/2(c)) as follows.

Section 2(c)(11) for the purpose of discussing pending litigation, and

Dr. Tafel also moved that the Board request that Harry Blackburn, Assistant Legal Advisor, and Lee Patton, Interim Director, Department of Certification and Professional Development, be present at the closed session.

Dr. Roger Chamberlain seconded the motion. The motion passed by unanimous roll call vote.

Following the closed session, the State Teacher Certification Board reconvened in open session and agreed to hold a regular business meeting in November and to schedule a special meeting (dates to be determined) for the hearings that were originally scheduled in connection with this month's meeting (i.e., October).

**Adjournment:**

Mr. William E. Briggs moved that the meeting be adjourned. Dr. Elliott Lessen seconded the motion. The motion passed by unanimous vote.

The Illinois State Teacher Certification Board adjourned at 12:30 p.m.

APPROVED

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Chairman

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Secretary