STATE BOARD OF EDUCATION
NOTICE OF EMERGENCY AMENDMENTS

TITLE 23: EDUCATION AND CULTURAL RESOURCES
SUBTITLE A: EDUCATION
CHAPTER I: STATE BOARD OF EDUCATION
SUBCHAPTER b: PERSONNEL

PART 25
CERTIFICATION

SUBPART A: DEFINITIONS

Section 25.10 Definition of Terms Used in This Part

SUBPART B: CERTIFICATES

Section 25.11 New Certificates (February 15, 2000)
25.15 Standards for Certain Certificates
25.20 Requirements for Initial Elementary Certificate
25.30 Requirements for Initial Secondary Certificate
25.35 Temporary Provisions for the Acquisition of Subsequent Standard Certificates
25.40 Requirements for Initial Special K-12 Certificate
25.43 Standards for Certification of Special Education Teachers
25.45 Standards for the Standard Special Certificate--Speech and Language Impaired
25.50 General Certificate (Repealed)
25.60 State Special Certificate, Grades 11-12, For Teaching Elective Subjects
25.65 Alternative Certification
25.67 Alternative Route to Teacher Certification
25.70 State Provisional Vocational Certificate
25.75 Part-time Provisional Certificates
25.80 Requirements for Initial Early Childhood Certificate
25.90 Transitional Bilingual Certificate and Examination EMERGENCY
25.95 Majors, Minors, and Separate Fields for the Illinois High School Certificate
25.99 Endorsing Teaching Certificates

SUBPART C: APPROVING THE TEACHER EDUCATION PROGRAMS OF THE TEACHER EDUCATION INSTITUTIONS OF THE STATE OF ILLINOIS
STATE BOARD OF EDUCATION

NOTICE OF EMERGENCY AMENDMENTS

Section
25.110 System of Approval: Levels of Approval (Repealed)
25.115 Recognition of Institutions, Accreditation of Educational Units, and Approval of Programs
25.120 Standards and Criteria for Institutional Recognition and Program Approval (Repealed)
25.125 Fifth-Year Review
25.130 Procedures for Initial Recognition as a Teacher Education Institution (Repealed)
25.135 Interim Provisions for Continuing Accreditation and Approval -- July 1, 2000, through June 30, 2003
25.137 Interim Provisions for Continuing Accreditation and Approval -- July 1, 1999, through June 30, 2000
25.140 Procedures for Approval of New or Modified Teacher Education Programs and Consortia (Repealed)
25.145 Approval of New Programs Within Recognized Institutions
25.150 The Periodic Review Process (Repealed)
25.155 Initial Recognition Procedures Effective July 1, 2000
25.160 Notification of Recommendations; Decisions by State Board of Education
25.165 Discontinuation of Programs

SUBPART D: SCHOOL SERVICE PERSONNEL

Section
25.210 Requirements for the Certification of School Social Workers
25.220 Requirements for the Certification of Guidance Personnel
25.230 Requirements for the Certification of School Psychologists
25.240 Standard for School Nurse Endorsement

SUBPART E: REQUIREMENTS FOR THE CERTIFICATION OF ADMINISTRATIVE AND SUPERVISORY POSITIONS

Section
25.310 Definitions (Repealed)
25.311 Administrative Certificate
25.313 Alternative Route to Administrative Certification
25.315 Renewal of Administrative Certificate
25.320 Application for Approval of Program (Repealed)
25.322 General Supervisory Endorsement
25.330 Standards and Guide for Approved Programs (Repealed)
STATE BOARD OF EDUCATION
NOTICE OF EMERGENCY AMENDMENTS

25.333 General Administrative Endorsement
25.344 Chief School Business Official Endorsement
25.355 Superintendent

SUBPART F: GENERAL PROVISIONS

Section
25.405 Military Service
25.410 Revoked Certificates
25.415 Credit in Junior College
25.420 Psychology Accepted as Professional Education
25.425 Individuals Prepared in Out-of-State Institutions
25.427 Three-Year Limitation
25.430 Institutional Approval
25.435 School Service Personnel Certificate--Waiver of Evaluations (Repealed)
25.437 Equivalency of General Education Requirements (Repealed)
25.440 Master of Arts NCATE
25.442 Illinois Teacher Corps Programs
25.445 College Credit for High School Mathematics and Language Courses
25.450 Lapsed Certificates
25.455 Substitute Certificates
25.460 Provisional Special and Provisional High School Certificates
25.465 Credit
25.470 Meaning of Experience on Administrative Certificates
25.475 Certificates and Permits No Longer Issued
25.480 Credit for Certification Purposes
25.485 Provisional Recognition of Institutions (Repealed)
25.490 Rules for Certification of Persons Who Have Been Convicted of a Crime
25.493 Part-Time Teaching Interns
25.495 Approval of Out-of-State Institutions and Programs
25.497 Supervisory Endorsements

SUBPART G: THE UTILIZATION OF TEACHER AIDES AND OTHER NONCERTIFIED PERSONNEL

Section
25.510 Teacher Aides
25.520 Other Noncertificated Personnel
25.530 Specialized Instruction by Noncertificated Personnel
25.540 Approved Teacher Aide Programs
STATE BOARD OF EDUCATION
NOTICE OF EMERGENCY AMENDMENTS

SUBPART H: CLINICAL EXPERIENCES

Section
25.610 Definitions
25.620 Student Teaching
25.630 Pay for Student Teaching

SUBPART I: ILLINOIS CERTIFICATION TESTING SYSTEM

Section
25.705 Purpose - Severability
25.710 Definitions
EMERGENCY
25.715 Test Validation
25.717 Test Equivalence
25.720 Applicability of Testing Requirement
25.725 Applicability of Scores
25.728 Use of Basic Skills Test at Time of Entry into Teacher Education
25.730 Registration
25.732 Late Registration
25.733 Emergency Registration
25.735 Frequency and Location of Examination
EMERGENCY
25.740 Accommodation of Persons with Special Needs
25.745 Special Test Dates
25.750 Conditions of Testing
25.755 Voiding of Scores
25.760 Passing Score
25.765 Individual Test Score Reports
25.770 Rescoring Re-scoring
EMERGENCY
25.775 Institution Test Score Reports
25.780 Fees

SUBPART J: RENEWAL OF STANDARD AND MASTER CERTIFICATES

Section
25.800 Professional Development Required
25.805 Requirements of the Plan
25.810 State Priorities
25.815 Submission and Review of the Plan
25.820 Review of Approved Plan
25.825 Progress Toward Completion
25.830 Application for Renewal of Certificate(s)
25.832 Validity and Renewal of Master Certificates
25.835 Review of and Recommendation Regarding Application for Renewal
25.840 Action by State Teacher Certification Board; Appeals
25.845 Responsibilities of School Districts
25.848 General Responsibilities of LPDCs
25.850 General Responsibilities of Regional Superintendents
25.855 Approval of Illinois Providers
25.860 Out-of-State Providers
25.865 Awarding of Credit for Activities with Providers
25.870 Continuing Education Units (CEUs)
25.875 Continuing Professional Development Units (CPDUs)
25.880 “Valid and Exempt” Certificates; Proportionate Reduction; Part-Time Teaching
25.885 Funding; Expenses

25.Appendix A Statistical Test Equating - Certification Testing System
25.Appendix B Certificates Available Effective February 15, 2000
25.Appendix C Exchange of Certificates
25.Appendix D National Board and Master Certificates

AUTHORITY: Implementing Article 21 and Section 14C-8 and authorized by Section 2-3.6 of the School Code [105 ILCS 5/Art. 21, 14C-8, and 2-3.6].


NOTE: Capitalization denotes statutory language.

SUBPART B: CERTIFICATES

Section 25.90 Transitional Bilingual Certificate and Examination

a) Requirements for the Transitional Bilingual Certificate, issued pursuant to Section 14C-8 of The School Code, shall be as follows:

1) General Requirements. The applicant shall meet the following general requirements:

A) Be in good health.

B) Be of sound moral character.

C) Be legally present in the United States and possess legal authorization for employment.

D) Comply with certification application procedures.

2) Requirements of Prior Education or Certification. The applicant shall:

A) Possess a current and valid certificate issued by the State of Illinois, or

B) Have possessed within five years prior to the date of application a valid teaching certificate or comparable legal authorization issued by a foreign country or by a state or
C) HOLD A DEGREE FROM AN INSTITUTION OF HIGHER LEARNING IN A FOREIGN COUNTRY WHICH THE CERTIFICATION BOARD DETERMINES TO BE THE EQUIVALENT OF A BACHELOR'S DEGREE FROM A RECOGNIZED INSTITUTION OF HIGHER LEARNING IN THE UNITED STATES (Section 14C-8 of The School Code; Ill. Rev. Stat. 1988 Supp., ch. 122, par. 14C-8 105 ILCS 5/14C-8). The applicant must submit a certified transcript from the foreign institution. The Certification Board will determine equivalency by comparing the applicant's course of study to that required for a bachelor's degree from a recognized institution of higher learning in the United States on factors including:

i) the applicant's length of study at the foreign institution (which shall be equivalent to four years of postsecondary study after the age of eighteen);

ii) the number of credit hours or similar units of instruction which the applicant has successfully completed (which shall be the equivalent of 120 semester hours);

iii) the content of the applicant's courses and the distribution of courses among the various disciplines constituting a bachelor's degree program in the United States (which shall include the equivalent of a 32-semester-hour major field of study);

iv) the applicant's grades or similar evidence of successful academic performance;
v) the foreign institution's accreditation status, if any.

3) Language Requirements

A) The applicant must demonstrate adequate speaking, reading, writing, and grammar skills in a non-English language in which transitional bilingual education is offered in Illinois. This requirement may be fulfilled in one of the following ways:

i) Applicants who have been employed in an Illinois bilingual program for at least one year prior to the date of application will meet this requirement when the Bilingual Education Section of the State Board of Education certifies that the applicant meets the following criteria: The applicant is able to use the non-English language fluently and accurately on all levels normally pertinent to professional needs; is able to understand and participate in a conversation, within range of the applicant's experience, with a high degree of fluency and precision of vocabulary; is able to respond appropriately, even in unfamiliar situations, with infrequent errors of pronunciation and grammar; is able to handle informal interpreting from and into the non-English language.

ii) The applicant presents evidence of having graduated from a teacher preparation institution or an institution of higher education in which the medium of instruction was in a non-English language in which transitional bilingual education is offered in Illinois and for which certification is sought.
iii) The applicant, by means of an approved examination administered by an Illinois institution of higher education recognized for teacher education, meets the following standard of facility in the non-English language in which transitional bilingual education is offered in Illinois: The applicant is able to use the non-English language fluently and accurately on all levels normally pertinent to professional needs; is able to understand and participate in a conversation, within the range of the applicant's experience, with a high degree of fluency and precision of vocabulary; is able to respond appropriately, even in unfamiliar situations, with infrequent errors of pronunciation and grammar; is able to handle informal interpreting from and into the non-English language.

ii) The applicant successfully completes the required examination (see Section 25.710 of this Part) in the non-English language in which transitional bilingual education is offered in Illinois and for which certification is sought. If no examination for transitional bilingual education in the target language is listed in Section 25.710 of this Part, the required examination shall be another examination administered by the State Board of Education. The selection, development, and administration of each such examination shall conform to the requirements of Section 25.715 of this Part to the extent feasible in light of the rate of incidence of the target language in Illinois.

B) The applicant must demonstrate adequate communicative speaking, reading, writing, and grammar skills in English. This requirement
may be fulfilled in one of the following ways:

i) **Graduated** The applicant presents evidence of having graduated from an institution of higher education in which the medium of instruction was English.

ii) **Has been employed for one year or more in an Illinois bilingual program and the building principal or appropriate supervisor attests that the applicant possesses communicative skills in English sufficient to complete assigned duties.** The applicant successfully completes the English Language Proficiency Examination (see Section 25.710 of this Part).

iii) **The applicant meets, by means of an approved examination administered by an Illinois institution of higher education recognized for teacher education, the following standard of facility in English:**

   The applicant is able to satisfy routine social demands and work requirements; is able to handle with confidence most social situations including introductions and casual conversation about current events, work, family, and autobiographical information; is able to comprehend most conversations on non-technical subjects (i.e., topics which require no specialized knowledge) and has a speaking vocabulary sufficient for self-expression; can usually handle elementary constructions accurately. The applicant's performance is such that if errors are made, they do not render speech unintelligible.
C) An individual enrolled in an approved bilingual certification program who passed the Spanish language proficiency examination required by the program prior to July 1, 2001, shall be exempt from retaking a Spanish language proficiency test after that date, provided that:

i) the university that operates the program forwards to the State Board of Education no later than November 1, 2001, a list of the names and Social Security numbers of those persons in its program who have passed the examination;

ii) the individual’s name appears on the list submitted by the university in whose program he or she is enrolled; and

iii) the individual submits an application for bilingual certification based upon the institution’s recommendation for certification no later than June 30, 2006.

4) Appeals - Re-Scoring Procedures

All applicants found ineligible for certification because of failure to meet the language requirements set forth under (3) above shall have an opportunity to appeal the finding of ineligibility.

A) A limited appeal shall be available to applicants found ineligible for certification because of failure to meet the language requirements on the basis of an examination in a language not listed in Section 25.710 of this Part. An affected individual wishing to initiate such an appeal shall notify the State Board of Education in writing within six weeks after release of the test results to candidates.
NOTICE OF EMERGENCY AMENDMENTS

B) The Secretary of the State Certification Board shall, in consultation with the Manager of the Bilingual Education Section, within 15 days of receipt of appeal, establish a panel of at least two competent persons to hear the appeal. A date for a hearing shall be mutually agreed upon at which time the individual appealing may present the appeal and respond to inquiries from the panel. The panel shall review the record and present its findings and recommendations within five days of the date of the hearing to the Secretary of the State Teacher Certification Board.

The appeal shall be limited to a request for re-scoring. The State Board of Education shall honor each such request unless no individual with the necessary language competency who was not involved in the original scoring is available for re-scoring.

C) Issuance of a certificate granted as a result of an appeal shall be based on the applicable criteria and standards set forth elsewhere in this Part.

b) Requirements for approving transitional bilingual examinations administered by Illinois institutions of higher education

1) Eligibility: The institution must be recognized for teacher education in Illinois; must certify that the examinations will be administered at no expense to the applicant; must certify that the examinations will be administered without discrimination based on national origin, sex, ethnic characteristics or any other personal characteristics or attributes unrelated to linguistic performance. Institutions may propose the utilization of non-institutional resources, provided a legally binding agreement clearly showing institutional control over the procedures and content of the examination is presented. Institutional personnel responsible for the administration of the examinations shall
participate in inservice workshops offered by the State Board of Education's Bilingual Education Section.

2) The chief educational administrator of the institution shall provide written notification to the Secretary of the State Teacher Certification Board of the institution's intention to be approved as an examination center in one or more languages.

3) Approval will be granted by the Secretary when the Manager of the Teacher Education Program Approval Section and the Manager of the Bilingual Education Section both certify in writing that the proposed procedures and content of the examination meet the following criteria:

A) The proposed examination enables determination of the applicant's proficiency at the following levels:

i) English

The applicant is able to satisfy routine social demands and work requirements; is able to handle with confidence most social situations including introductions and casual conversations about current events, work, family, and autobiographical information; is able to comprehend most conversations on non-technical subjects (i.e., topics which require no specialized knowledge) and has a speaking vocabulary sufficient for self-expression; can usually handle elementary constructions accurately. The applicant's performance is such that if errors are made, they do not render speech unintelligible.

ii) Non-English language in which transitional bilingual education is offered in Illinois.
The applicant is able to use the non-English language fluently and accurately on all levels normally pertinent to professional needs, is able to understand and participate in any conversation, within the range of the applicant's experience, with a high degree of fluency and precision of vocabulary; is able to respond appropriately, even in unfamiliar situations, with infrequent errors of pronunciation and grammar; is able to handle informal interpreting from and into the non-English language.

B) The examination shall test reading ability through an instrument comparable to those prepared by the Modern Language Association, and test oral facility by means of an examination similar to that employed in the Foreign Service Institute examination.

C) The proposed examination procedure meets commonly accepted professional standards for assessing and using examinations and is equivalent in rigor to other approved examinations.

D) The examination is uniformly administered to candidates with native and acquired language skills.

E) The institution of higher education recognized for teacher education purposes accepts responsibility for implementing and supervising the examination procedures.

4) The Conduct of the Examination shall meet the following criteria:

A) Each institution must designate a test administrator for each language in which testing services are offered.
STATE BOARD OF EDUCATION

NOTICE OF EMERGENCY AMENDMENTS

B) Each institution must establish criteria for the selection of the test administrator and other persons who will make judgments during the examination procedures.

C) Each institution must implement conditions to insure test reliability.

D) Each institution must establish procedures for maintaining security of testing materials and results.

E) Each institution must maintain a system of periodic internal review of testing procedures and maintain records demonstrating compliance with approved procedures.

5) Results of Examination shall be documented as follows:

A) The institution shall forward the results of examinations, within ten days, only to the State Board of Education’s Manager of Certification and to the applicant.

B) The institution shall not permit the use of the results of the examinations for any other purposes unless requested in writing by the applicant.

C) The institution shall maintain copies of written examinations, audio or video tapes of oral interviews, and signed records of the evaluator’s determination or shall maintain full documentation of unique testing processes. Such copies shall be retained for a minimum of three years.

6) Applicants who do not pass their respective language examinations may reapply after a period of three months from the date of the examination.

(Source: Emergency amendment at 25 Ill. Reg. _____, effective _____________, for a maximum of 150 days)
EMERGENCY
For the purposes of this Subpart, the following definitions apply:

"Passing raw score" is the minimum number of items which must be answered correctly on a given test.

"Passing score" is the minimum scaled score a person must obtain in order to pass a test.

"Re-scoring" means the process of reviewing an examinee's answers and the scores assigned to them to confirm that a test score reported to an examinee is the score earned by him or her.

"Retake" is the opportunity for a person who has taken a test of the Illinois Certification Testing System at one test administration to take the test in the same area as given at subsequent administrations.

"Scaled score" is the person's test score after the mathematical transformation of the number of test items the person answered correctly to a scale of numbers on which the minimum score (0), the maximum score (100), and the passing score (70) are set.

"Subarea score" is the scaled score for the subset of test items on a subject matter test which measures specific content, and the "subarea score" is the scaled score for each subset of test items on the basic skills test which measures specific content in reading, writing, grammar, and mathematics.

"Test" or "Tests" refers to the test of basic skills, the language proficiency tests, and the tests of subject matter knowledge for the Illinois Certification Testing System. These tests are:

- Agriculture
- Art (K-12)
- Art (6-12)
- Basic Skills
STATE BOARD OF EDUCATION

NOTICE OF EMERGENCY AMENDMENTS

Grammar
Mathematics
Reading
Writing
Biological Science
Blind and Partially Sighted
Business/Marketing/Management
Chemistry
Chief School Business Official
Computer Science
Dance
Deaf and Hard of Hearing
Early Childhood
Educable Mentally Handicapped
Elementary
English
English as a Second Language
English Language Proficiency
French
General Administrative
General Science
General Supervisory
German
Guidance
Health
Health Occupations
Hebrew
History
Family and Consumer Sciences
Industrial Technology Education
Italian
Latin
Learning Disabilities
Mathematics
Media
Music (K-12)
Music (6-12)
Physical Education (K-12)
Physical Education (6-12)
Physically Handicapped
Physical Science
Physics
Reading
Russian
School Nurse
STATE BOARD OF EDUCATION

NOTICE OF EMERGENCY AMENDMENTS

School Psychology
School Social Work
Social/Emotional Disorders
Social Science
Spanish
Speech
Speech and Language Impaired
Superintendent
Theatre Arts
Trainable Mentally Handicapped
Transitional Bilingual Education
  Arabic
  Cantonese
  Greek
  Gujarati
  Hindi
  Japanese
  Korean
  Lao
  Mandarin
  Polish
  Russian
  Spanish
  Urdu
  Vietnamese

"Test items" are specific questions asked on a test that require a person either to select the correct response from those alternative responses provided or to produce a written response.

"Test objective" is a statement of the behavior or performance measured by test items.

(Source: Emergency amendment at __ Ill. Reg. _____, effective ____________, for a maximum of 150 days)

Section 25.735  Frequency and Location of Examination

EMERGENCY

  a)  The tests of basic skills and subject matter knowledge tests will be administered no fewer than three times a year and at no fewer than six sites each time at locations throughout the state. The English proficiency test and the language proficiency test in
Spanish will be administered four times per year at one site in the Chicago area. Language proficiency tests in target languages other than Spanish will be administered twice per year at one site in the Chicago area.

b) All test sites will be accessible to persons with disabilities.

(Source: Emergency amendment at 25 Ill. Reg. ____, effective ____________, for a maximum of 150 days)

Section 25.770 Rescoring Re-scoring

EMERGENCY

a) A person shall have the right to request rescoring of the basic skills test or tests a test of subject matter knowledge, provided such a request is submitted in writing and received by the State Board of Education within ten weeks of the test administration date and is accompanied by payment of the applicable fee as set forth in Section 25.780 of this Part. A person shall also have the right to request re-scoring of a language proficiency test. However, no re-scoring service shall be available for the constructed-response portions of a language proficiency test; re-scoring on such a test shall be limited to the multiple-choice items only.

b) In the case of any discrepancy discerned as a result of re-scoring, the State Board of Education will correct its records and inform all parties to whom the test score was reported as to the person's score.

(Source: Emergency amendment at 25 Ill. Reg. ____, effective ____________, for a maximum of 150 days)