

**Revised amendment to Section 25.805  
as adopted by State Board of Education  
July 1, 2002**

Section 25.805 Requirements of the Plan

- a) THE CONTINUING PROFESSIONAL DEVELOPMENT PLAN OF EACH AFFECTED CERTIFICATE-HOLDER SHALL INCLUDE AT LEAST THREE INDIVIDUAL IMPROVEMENT GOALS REFLECTING THE PURPOSES ENUMERATED IN SUBSECTION (b) OF THIS SECTION (Section 21-14(e)(2) of the School Code [105 ILCS 5/21-14(e)(2)]). Each goal shall include a brief statement of the knowledge and skill(s) to be enhanced, which shall reflect relevant professional teaching or content area standards set forth in this Part.
- b) Each continuing professional development plan shall include activities that:
  - 1) ADVANCE THE CERTIFICATE-HOLDER'S KNOWLEDGE AND SKILLS IN HIS OR HER AREA(S) OF CERTIFICATION, ENDORSEMENT, OR TEACHING ASSIGNMENT IN RELATIONSHIP TO THE RELEVANT STANDARDS set forth in this Part;
  - 2) DEVELOP THE CERTIFICATE-HOLDER'S KNOWLEDGE AND SKILLS IN ONE OR MORE AREAS IDENTIFIED BY THE STATE BOARD OF EDUCATION as "State priorities" (see Section 25.810 of this Part); and
  - 3) ADDRESS THE KNOWLEDGE, SKILLS, AND GOALS THAT ARE RELEVANT TO THE CERTIFICATE-HOLDER'S LOCAL SCHOOL IMPROVEMENT PLAN, IF THE INDIVIDUAL IS EMPLOYED IN A SCHOOL THAT IS REQUIRED TO HAVE SUCH A PLAN.
- c) A continuing professional development plan may also include activities that EXPAND THE CERTIFICATE-HOLDER'S KNOWLEDGE AND SKILLS IN AN ADDITIONAL TEACHING FIELD OR ADVANCE THE INDIVIDUAL TOWARD ACQUISITION OF AN ADDITIONAL TEACHING CERTIFICATE, ENDORSEMENT, OR DEGREE IN THE FIELD OF EDUCATION.
- d) COMPLETION OF ALL REQUIRED ACTIVITIES IN PURSUIT OF CERTIFICATION BY THE NATIONAL BOARD FOR PROFESSIONAL TEACHING STANDARDS (NBPTS) MAY BE USED TO FULFILL 100% OF THE REQUIREMENT FOR CONTINUING PROFESSIONAL DEVELOPMENT (Section 21-14(e)(3)(C) of the School Code [105 ILCS 5/21-14(e)(3)(C)]). The presence of an individual's name on the National Board's composite list of those who have completed the certification process (as distinct from having received certification) shall be considered evidence of completion.

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- e) EIGHT SEMESTER HOURS OF COLLEGE COURSEWORK IN AN UNDERGRADUATE OR GRADUATE-LEVEL PROGRAM RELATED TO EDUCATION MAY BE USED TO FULFILL 100% OF THE REQUIREMENT FOR CONTINUING PROFESSIONAL DEVELOPMENT, PROVIDED THAT AT LEAST 2 SEMESTER HOURS ARE CHOSEN TO ADDRESS THE PURPOSE DESCRIBED IN SUBSECTION (b)(1) OF THIS SECTION (Section 21-14(e)(3)(A) of the School Code [105 ILCS 5/21-14(e)(3)(A)]).
  
- f) Twenty-four continuing education units ("CEUs"; see Sections 25.865 and 25.870 of this Part) may be used to fulfill 100% of the requirement for continuing professional development, provided that:
  - 1) at least half of such units are earned in activities relevant to the purposes described in subsections (b)(1) and (2) of this Section and, for an individual not serving as a special education teacher,
    - A) at least 20 percent of the units required are relevant to serving students with disabilities in the least restrictive environment (including such topics as multi-modality instruction, applied techniques for teaching academic content, making adaptations and modifications to the curriculum, managing student behavior, and team teaching), and an identified portion of at least one activity addresses adapting and modifying curriculum related to the Illinois Learning Standards (see Public Schools Evaluation, Recognition and Supervision, 23 Ill. Adm. Code 1, Appendix D) to meet the needs of students with disabilities, except that
  
    - B) subsection (f)(1)(A) of this Section shall apply to an individual whose plan for continuing professional development was approved by the responsible local professional development committee on or before January 1, 2002, in direct proportion to the number of semesters of validity remaining on his or her standard certificate on that date and the individual shall not be required to revise his or her plan, even if such a revision would otherwise be needed in order to encompass different activities;
  
  - 2) an identified portion of at least one activity addresses the purpose specified in subsection (b)(3)

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of this Section, unless the certificate-holder is not employed in or assigned to a school that is required to have a school improvement plan; and

- 3) any remaining units address the purpose specified in subsection (c) of this Section.
- g) Completion of 120 continuing professional development units ("CPDUs"; see Section 25.875 of this Part) may be used to fulfill 100% of the requirement, provided that:
- 1) at least half of such units are earned in activities relevant to the purposes described in subsections (b)(1) and (2) of this Section; and, for an individual not serving as a special education teacher,
    - A) at least 20 percent of the units required are relevant to serving students with disabilities in the least restrictive environment (including such topics as multi-modality instruction, applied techniques for teaching academic content, making adaptations and modifications to the curriculum, managing student behavior, and team teaching), and an identified portion of at least one activity addresses adapting and modifying curriculum related to the Illinois Learning Standards (see Public Schools Evaluation, Recognition and Supervision, 23 Ill. Adm. Code 1, Appendix D) to meet the needs of students with disabilities, except that
    - B) subsection (g)(1)(A) of this Section shall apply to an individual whose plan for continuing professional development was approved by the responsible local professional development committee on or before January 1, 2002, in direct proportion to the number of semesters of validity remaining on his or her standard certificate on that date and the individual shall not be required to revise his or her plan, even if such a revision would otherwise be needed in order to encompass different activities;
  - 2) an identified portion of at least one activity addresses the purpose specified in subsection (b)(3) of this Section, unless the certificate-holder is not employed in or assigned to a school that is required to have a school improvement plan; and

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- 3) any remaining units address the purpose specified in subsection (c) of this Section.
  
- h) A certificate-holder may choose any combination of the types of activities described in subsections (e), (f), and (g) of this Section, provided that the total effort represents the equivalent of 120 CPDUs or 24 CEUs and the distribution of such units conforms to the requirements of subsection (g) of this Section. For purposes of calculating approvable combinations from different categories:
  - 1) one semester hour of college credit shall be considered the equivalent of 15 CPDUs or three CEUs; and
  - 2) one CEU shall be considered the equivalent of 5 CPDUs.
  
- i) The provisions of subsections (e) through (h) of this Section shall be subject to the proportionate reductions specified in Section 21-14 of the School Code with respect to part-time teaching and periods when certificates have been maintained valid and exempt. (See Section 25.880 of this Part.)
  
- j) Each plan shall be submitted on a form supplied by the State Board of Education and shall:
  - 1) identify the certificate-holder;
  - 2) list all certificates and endorsements held;
  - 3) indicate the period of validity;
  - 4) identify the certificate-holder's current position or assignment;
  - 5) identify the certificate-holder's improvement goals;
  - 6) list and briefly describe the certificate-holder's planned or potential activities or types of activities, relating each to the improvement goal(s) and purpose(s) it will fulfill; and
  - 7) provide a timeline that will ensure the completion of the plan during the certificate's period of validity.

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- k) A given professional development activity may be attributed to all of the purposes enumerated in subsections (b) and (c) of this Section to which it relates. However, the units of credit awarded for a particular activity may be counted only once in calculating the total earned.

(Source: Amended at 26 Ill. Reg. \_\_\_\_\_, effective  
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