

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

PART 33  
PROGRAMS FOR THE PREPARATION OF SUPERINTENDENTS IN ILLINOIS

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AUTHORITY: Implementing Section 21B-25 and authorized by Section 2-3.6 of the School Code [105 ILCS 5/21B-25 and 2-3.6].

SOURCE: Adopted at 38 Ill. Reg. 18948, effective September 8, 2014; amended at 39 Ill. Reg. 6668, effective April 27, 2015; amended at 40 Ill. Reg. 13667, effective September 15, 2016; amended at 42 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_.

**Section 33.60 Candidate Selection**

Candidates admitted to a program for superintendent preparation shall be selected through an in-person interview process. Each candidate must meet the following minimum requirements:

- a) Hold a valid and current Illinois professional educator license endorsed in general administrative, principal, chief school business official or director of special education.
- b) Have ~~at least two years' full-time administrative or supervisory~~ experience in a public school district or nonpublic school recognized in accordance with 23 Ill. Adm. Code 425 (Voluntary Registration and Recognition of Nonpublic Schools) on one of the following endorsements to the professional educator license or, for out-of-state candidates, the requisite experience while holding a certificate or license that is comparable to the respective Illinois credential:
  - 1) General Administrative;

- 2) Principal;
  - 3) Director of Special Education; or
  - 4) Chief School Business Official.
- c) Passage of the test of basic skills if the candidate had not been required to take the test for receipt of his or her Illinois professional educator license or previously issued administrative certificate (see 23 Ill. Adm. Code 25.720(b) (Applicability of Testing Requirements and Scores)).
- d) Submission of a portfolio that presents evidence of a candidate's achievements during his or her administrative experience in each of the following categories:
- 1) Support of all students in the classroom to achieve high standards of learning;
  - 2) Significant leadership roles in the school (e.g., curriculum, assessment or instructional development, school management or budgeting, evaluation of staff, mentoring);
  - 3) Strong oral and written communication skills;
  - 4) Analytic abilities needed to collect and analyze data for school and district improvement;
  - 5) Demonstrated respect for family and community;
  - 6) Strong interpersonal skills; and
  - 7) Strong demonstrated leadership skills and abilities.
- e) For purposes of subsection (d), "evidence" includes, but is not limited to:
- 1) Evaluations of the candidate's administrative abilities from supervisors that attest to school and district improvement;
  - 2) Evidence of leadership roles held and descriptions of the impact the candidate has had on the classroom, school or district, or the constituents served;
  - 3) An analysis of school or district data (e.g., student scores) that describes how the data were used to inform instructional planning and implementation, including an explanation of what standards were

addressed, the academic achievement or school improvement outcomes, and steps taken when expected outcomes did not occur;

- 4) Information about the candidate's work with families and/or community groups and a description of how this work affected school or district operations, policies and procedures;
  - 5) Examples of the candidate's analytical abilities as evidenced by a description of how he or she used the results from student assessments to improve student learning; and
  - 6) Evidence of curriculum development, student assessments or other initiatives that resulted from the candidate's involvement with school committees.
- f) Each applicant shall interview face to face with no fewer than two of the program's full-time faculty members and shall, at a minimum, discuss the contents of his or her portfolio and complete on site a written response to a scenario presented by the interviewers.

(Source: Amended at 42 Il. Reg. \_\_\_\_\_, effective \_\_\_\_\_)