



Happy New Year from ISBE!

This newsletter is designed to provide specialized information to educators, administrators, and regional office administration and personnel throughout the State of Illinois. We hope to develop a better-informed workforce, foster a greater sense of community, and build morale among those who impact academic achievement. Most importantly, the aim is to improve the lives of Illinois students.

Important Reminder

Your license lapsed January 1, 2020 if you did not register for the 2020 fiscal year. This applied to educators holding a Professional Educator License (PEL) and an Educator License with Stipulations endorsed for Career and Technical Educator.

Substitute and Paraprofessional licenses will be in "Invalid" status until registered.

Preparation Points Newsletter

Click here for updates related to educator preparation in Illinois.

Printing Licenses

Paper certificates have not been printed and sent out since the Educator Licensure Information System (ELIS) was implemented on July 1, 2013. Educators, administrators, and school support personnel may utilize their ELIS account and click on the "My Credentials" link to access their credentials online. A "Print" button is located on the top right of the screen so that anyone may print their credentials for their records.

School districts and employers may also utilize the public search portal to search for license information.

Stay Informed

Make sure to follow ISBE on Facebook and Twitter for updates and helpful links. Contact your Regional Office of Education

(ROE) for any information or licensure procedures you would like to see on social media.



ELIS User Email Addresses

An educator may have up to three different email addresses listed on their ELIS account. The email address an educator used to initially create their IWAS account is used for blast emails, such as renewal reminders. This email address may be found at the bottom of an educator's credentials page in his/her ELIS account in the "Users directly accessing this account" section. The other two email address an educator may have on their ELIS account are the listed in the "Contact Information" box at the top of the ELIS screen. These two email addresses are referred to as ELIS email addresses. The first email address listed in the "Contact Information" box is utilized by ISBE staff to contact the educator directly, such as in response to a question or in response to a fee-related issue. This email address is also used to send account updates and alerts (e.g., when a new deficiency letter is on file or when a credential has been issued). An educator may also list a secondary email address in the "Contact Information" box.

Ensuring email addresses are current and free of typos is essential so that educators can receive communication from ISBE. Below are instructions on how to update these email addresses.

To update an IWAS email address:

- 1. Log in to your ELIS account.
2. Select "Edit Profile" on the left-hand side after logging in.
3. On the "My Profile" page, update your IWAS email address and click "Submit" when finished.

\* You have now successfully updated your email address in IWAS. All future blast emails, including renewal reminders, will be sent to this updated email address.

To update an ELIS email address:

- 1. Log in to your ELIS account.
2. Select "Continue."
3. Under the green contact information box at the top of your ELIS account, select "Click Here to Edit Your Contact Information."
4. Click "Continue" on the bottom right side of the screen through the Update Wizard until you see this screen to update your email address.
5. Input your correct email address(es).
6. Click "Finish" on the bottom right side of the screen.

\*You have now successfully updated your email address in ELIS!

ISBE Office Closings

Martin Luther King Jr. Day: Monday, January 20, 2020

Lincoln's Birthday: Wednesday, February 12, 2020

Washington's Birthday (Presidents Day): Monday, February 17, 2020

## What Is IWAS?

The acronym IWAS stands for the ISBE Web Application Security system. It is the security portal used by ISBE to authenticate users who utilize one or more of the agency's web systems. All users of systems within IWAS must first create an IWAS account and then "sign up" for a specific system(s). Sign-up requests are typically approved through an entity's administrative account, although there are a few systems that follow a special approval workflow (such as ELIS). The IWAS user base includes a wide variety of users ranging from ISBE employees to ROE/district staff, educators, and nutrition providers.

## How Are ELIS and IWAS Related?

The Educator Licensure Information System is a system within IWAS. Educators follow the ELIS sign-up workflow to create an IWAS account and associate themselves with their own ELIS credentials. Although accessed through IWAS, ELIS maintains its own database and does not share user contact information with IWAS. Because of that, an ELIS user will want to make updates to contact information in both their IWAS account and within ELIS in order to keep them in sync.

## Want to Become National Board Certified?

The National Board for Professional Teaching Standards (NBPTS) has announced 176 [new NBCTs](#) and 283 [newly renewed NBCTs](#) in Illinois. The total number of NBCTs in Illinois is 6,711. Congratulations to all those achieving and renewing their certificates! We appreciate the dedicated work you do for our students every day in Illinois. For additional National Board statistics and information about Illinois please visit the [NBPTS website](#).

Continue the path to becoming an accomplished teacher by becoming National Board Certified! Read all about the process [here](#).

## Dual Credit Endorsements Are Here!

ISBE has been working with the Illinois Community College Board and the Illinois Board of Higher Education to develop nine dual credit endorsements. A dual credit endorsement, as designated in [110 ILCS 27/Dual Credit Quality Act](#), is valid for grades 11-12 to be placed on the PEL at the request of an educator who meets the appropriate credential standards. The Content Specific Endorsement will be a recognized credential that will help with the portability of approved coursework for qualified high school dual credit teachers across the State of Illinois.

The endorsements showcase an educator's ability to teach dual credit in a specific area, but an individual may still meet qualifications for teaching dual credit without holding the endorsement. Community colleges and universities will first review an educator's qualifications to determine if the educator is qualified to teach dual credit in the content area sought. The higher education institution will complete a verification form and send it to its ROE/Intermediate Service Center for verification of receipt and upload to the educator's ELIS account. Upon upload, the endorsement will auto-issue.

Check out our [video](#)!  
**For more information on dual credit endorsements, please visit our [page](#) and look at our [FAQ](#)!**

## Recent Updates

### CHECK OUT OUR NEW "DID YOU KNOW" VIDEOS!

A few of our team members have recorded short informational clips on common topic areas. View the videos here and feel free to share links with educators.

- [Test of Basic Skills](#)
- [Application Status](#)
- [Rush Requests](#)
- [Short-Term Approval](#)
- [Dual Credit Endorsements](#)
- [Assignability Tool](#)
- [License Registration](#)
- [ROE Assistance](#)
- [Reinstatement](#)

- [Short-Term Subs](#)
- [Receipt of Documentation](#)
- [Official Transcripts](#)
- [Sub Reimbursement](#)
- [Out-of-State Certificates](#)
- [Same Day Application](#)
- [IL Approved Programs](#)

Feel free to check out the bottom of the [Educator Licensure](#) page for future videos. More to come!

## Elementary K-9 is Now 1-6

Per Administrative Code, the K-9 grade range for elementary education shall no longer be issued after September 1, 2019. Beginning September 2, 2019, all entitlements and out-of-state licenses for elementary education will be issued for the 1-6 grade span. The grade range is applicable to new endorsements only. If you already hold a K-9 endorsement, you will retain the K-9 grade range on your endorsement.

## Legislation Updates

New legislation ([Public Act 101-0531](#)) went into effective August 23, 2019. Rulemaking will follow. Highlights of this legislation include:

- a. Updates to policies and procedures for sexual abuse investigations at schools, reporting abuse/neglect, and checking statewide misconduct databases.
- b. Timelines for districts/ROEs to notify ISBE of records of conviction (15 business days).
- c. Licensees who do not comply with or pass ISBE educator professional development audits shall have their licenses placed in a lapsed status.
- d. Beginning July 1, 2019, all entities offering professional development for licensure renewal must register with ISBE prior to offering any activities in the current fiscal year. *(Note: Our ELIS team is creating a registration page to comply with this mandate, and we will be in touch when the page is ready. PD may still be offered by approved providers as this registration page is being created.)*

## Calumet School District 132

Calumet School District 132, a grant recipient in the 2021 Teacher Leader Problems of Practice Grant Program, was recently awarded \$50,000 to help fund its research project centered on a problem of practice focusing on teacher leadership. Calumet believes that Professional Learning Communities (PLCs) represent the apex of what districts can put in place to maximize student learning and to sustain ongoing school improvement led by teacher leaders. Deidra Shannon, a teacher with Calumet School District 132, believes that “being a teacher leader is about delivering exceptional instruction while using your passion for education to assist the principal and other teachers in areas that will help to support the school's vision and goals. I'm honored to be a part of the first group of teacher leaders at Calumet School District 132. I look forward to seeing the end result of what we accomplish and the impact it will have on the school district.”

This grant will assist them in addressing their problems of practice:

1. 10 percent student mobility
2. 14 percent chronic absenteeism
3. 8.6 percent chronic truancy
4. 74 percent teacher retention
5. 75 percent teacher attendance rate
6. Strategies to increase student achievement throughout the district to meet and exceed the state average

The district has recently adopted and approved measures to become a Professional Learning Organization (PLO) to remedy these local problems of practice areas. This grant will allow the district to offset dollars to properly prepare teacher leaders and to expand the current pool of teacher leaders. It will allow for training that they need to serve as mentors and to help develop a teacher induction/orientation program.

Calumet's PLO model will allow teacher leaders who have a record of student achievement to work with administrators to decide how to reallocate the school's budget and redesign classroom schedules so that teachers will have the time to coach, plan, and collaborate through the teams they lead. Calumet sees diversity among its teacher leaders who reflect the diversity of their community and students they serve by creating a teacher leadership pipeline. “The role of teacher leaders has the potential of being the change that education needs. It is a great opportunity to be on the cutting edge of this movement,” said Patricia French, D.Ed., a teacher with the district.

This grant will enable the district to provide training for teacher leaders who work with teachers to better serve their diverse students, especially since most of Calumet's students are minorities and from low-income families. The district will partner with 10 district teachers, principals, Black Educational Advocacy Coalition, Student First Consulting Group (SFCG), Elmhurst College, McKendree University, and Altamont Community Unit 10 to assist in their task of increasing the diverse pool of teacher leaders.

“When teachers collaborate, good things happen,” said Steve Mayerhofer who is superintendent at Altamont Community Unit District 10. These leaders will receive targeted training in various areas (cultural competency, working with adult learners, leadership, assessment and data, curriculum and instruction, and technology).

ISBE met with teachers and administrators in the district in November to discuss the program. Positive feedback about this program was received.

“I truly believe that the PLO model will “unleash the power of the teachers” another attendee said in the meeting.

“Allowing teachers to collaborate and support each other will benefit all in our school system,” Teresa Lee commented at the meeting. She is a learning behavior specialist at Altamont Community High School. “I enjoyed this professional development because we were able to discuss and work to understand the importance of teacher leaders in our schools. Everyone had an opportunity to participate and were encouraged to contribute our thoughts and questions regarding the processes in the PLO model. Having the ability to collaborate with another school that is experiencing similar collaborative methods is proving to be an invaluable asset to our school district, which allows us to continue to grow in this model. We truly appreciate the opportunities that this grant has allowed, it is opening doors that have otherwise never even been there!”

Altamont Community Unit District 10 received a \$75,000 grant to help with its efforts.



- e. Resignation of contracted teachers without 30 days' notice to the school board: Any teacher terminating a contract in order to take a new teaching position, with out proper notice to the school board, may be referred by the board to the State Superintendent. ISBE will convene a hearing and the educator's license may be suspended for up to one calendar year. New option: In lieu of a hearing and finding, the teacher may agree to a lesser sanction at the discretion of the State Superintendent.

New legislation ([Public Act 101-0094](#)) goes into effect January 1, 2020. Rulemaking to follow.

This new law allows speech language pathologists (SLPs) to receive a PEL if they hold a regular license as an SLP (the Illinois Department of Financial and Professional Regulation (IDFPR) license) AND hold a current certificate of clinical competence from the American Speech-Language-Hearing Association. This avenue will be applicable to individuals who did not complete a school-based preparation program. This only applies to the SLP license issued by IDFPR.

## Substitute Teacher Recruiting Firms

Recent legislation (Section 2-3.173 of the School Code) allows districts to supplement their substitute teacher recruitment for elementary and secondary schools with the use of recruitment firms. Each district must complete ISBE [Form 73-62](#) and email it to ISBE so the state can keep track of partnerships. Chicago Public Schools are also required to file electronic copies of each substitute teacher contract obtained through a recruitment firm within 30 days of hiring and an end-of-the-year report with the Illinois State Board of Education.

## Licensure Requirements Update

**EFFECTIVE DECEMBER 4, 2019:**

### WORLD LANGUAGE ENDORSEMENT

Foreign language endorsements are now called world language endorsements. The language designations remain unchanged.

### EARLY CHILDHOOD EDUCATION

This endorsement can now be added as a subsequent endorsement (if educator holds a PEL already endorsed in teaching) by passing the content test and completing 18 hours of coursework in the following areas:

1. Child growth and development
2. Planning and assessment
3. Methods and content pedagogy (any methods course)
4. Literacy methods
5. Collaborative relationships with family or communities

### ELEMENTARY EDUCATION

This endorsement can now be added as a subsequent endorsement (if educator holds a PEL already endorsed in teaching) by passing the content tests and completing 18 hours of coursework in the following areas:

1. Growth and development
2. Planning and assessment
3. Methods and content pedagogy (any methods course)
4. Literacy methods

### MIDDLE GRADES 5-8

Middle grade endorsements can now be added as a subsequent endorsement by passing the content test and completing 18 semester hours of coursework in the content area and content-specific methods.

### TEACHING ENDORSEMENTS ON THE PEL

1. All subsequent teaching endorsements except special education (LBSI, LBS II areas, DHH, BPS, ECS3), reading specialist and gifted specialist can be added by passing the content test and completing 18 semester hours of coursework. Please note that some endorsements require distribution areas.

*For science/social science areas: 18 hours must be in a specific endorsement area.*

*Ex: Social science-history would require 18 semester hours of history coursework with the social science-history test.*

2. Individuals who hold a PEL endorsed in a non-teaching area will have to complete a full or focused program to obtain a teaching endorsement.
3. Driver's education coursework has changed to six semester hours of electives from two areas, instead of 12 semester hours from four areas.
4. Subsequent teaching endorsements can be added at any grade level even if the underlying teaching endorsement on the PEL is a different grade range. The PEL serves as a foundation to which any teaching endorsement can be added after applicable coursework and testing are completed.

### SPEECH-LANGUAGE PATHOLOGISTS

States that a professional speech-language pathologist license can be used as a "valid, comparable out-of-state license" if no educator license is issued by the awarding state.

### SHORT TERM APPROVAL

Educators may continue to apply for this approval through June 30, 2023

### PARAPROFESSIONALS

An individual who holds a short-term sub license can serve as a paraprofessional.

### PROFESSIONAL DEVELOPMENT

Per law, professional development (PD) can be applied toward one renewal cycle only. If taken between 7/1 and 8/31, it has to be assigned to one cycle.

## FY 2021 Professional Development Cycle

All educators will be required to complete 120 professional development hours regardless of the number of types of degrees held beginning with the 2015-20 cycle (licenses renewing in fiscal year 2021) and every cycle thereafter. The only exception is those educators who are National Board Certified, who will only owe 60 hours. Please share this information with administrators and educators, as educators who are up for renewal July 1, 2020, will need to have completed 120 hours of PD (or 60 if National Board Certified.) For more information, please check out the [Renewal & Professional Development for Educators](#) page.

Please remember that beginning with the 2015-20 renewal cycle and every cycle thereafter, there are no longer any reductions for licensure renewal professional development hours. There will no longer be any reductions for advanced degrees, national certifications, etc., since these “pre-July 1, 2014” activities, as allowed under 25.800(e) of Administrative Code, were last applicable to FY 2020 license renewal.

Below is the baseline number of professional development hours educators will owe for license renewal, beginning with licenses renewed this spring/summer:.

- Licensees holding National Board for Professional Teachers Certification: 60 hours (if serving in an administrative role, one Administrator Academy per year is also required.)
- Teachers who are not National Board Certified: 120 hours
- School support personnel who are not National Board Certified: 120 hours
- Administrators who are not National Board Certified: 100 hours, plus one Administrator Academy per fiscal year

Educators who are due to renew their licenses this spring/summer should begin taking additional professional development hours now, so they will be

able to accumulate the required hours needed to renew their licenses. Please contact [licensure@isbe.net](mailto:licensure@isbe.net) or (217) 557-6763 with questions.

## Seeking Educators to Participate in ILTS Standard-Setting

The Illinois State Board of Education and Evaluation Systems Group of Pearson are currently seeking Illinois educators to apply to participate in standard-setting activities for the Illinois Licensure Testing System (ILTS) program.

During the week of **February 17**, we will be convening committees for the following tests:

- Drama/Theatre Arts
- Foreign Language: Arabic
- Foreign Language: Korean
- Science: Biology
- Science: Chemistry
- Science: Earth & Space Science
- Science: Physics
- Science: Environmental Science
- Visual Arts
- Director of Special Education
- Speech Language Pathologist: Non Teaching

The deadline to submit applications for the February conference is January 31.

The Illinois State Board of Education and Evaluation Systems Group of Pearson are currently seeking Illinois educators to apply to participate in standard-setting activities for the Illinois Licensure Testing System (ILTS) program.

During the week of **March 2**, we will be convening committees for the following tests:

- Business/Marketing/Computer Education
- Foreign Language: Chinese (Cantonese and Mandarin)
- Foreign Language: Latin
- Physical Education
- Computer Science
- School Social Worker

The deadline to submit for the week of March 2 conference is February 12.

The Illinois State Board of Education and Evaluation Systems Group of Pearson are currently seeking Illinois educators to apply to participate in an objective review for the Illinois Licensure Testing System (ILTS) program.

During the week of **March 30**, we will be convening committees for the following tests:

- Early Childhood Special Education
- Learning Behavior Specialist I
- Marriage and Family Therapy

The deadline to submit for the week of March 30 conference is March 11.

## Eligibility Criteria

Public school educators who are:

- Certified in Illinois, and
- Currently practicing in one or more of the test fields listed above.

College faculty who are:

- Teacher preparation personnel (including education faculty),
- Practicing in one or more of the test field listed above, and
- Preparing teacher candidates in an approved Illinois teacher preparation program.

Benefits of participation include:

- Opportunity to make a difference in Illinois educator development and performance, and
- Professional growth and collaboration with educators in their field.

Qualified participants are eligible for:

- Substitute reimbursement for their school (public school educators only),
- Reimbursement for travel and meal expenses, and
- Hotel accommodations, if necessary.

For more information, visit the [ILTS recruitment website](#). If you have any questions or need further information, please contact Bess Johnson at [lojohnso@isbe.net](mailto:lojohnso@isbe.net).

*(continued next page)*

## Finding School Rules and School Code

School Code and School Rules are licensure requirements set for in state law and Illinois policy. You can find more information on legislation changes in School Code [here](#). You can access School Rules [here](#).

## New Forms

### FORM 80-09

[Illinois Institution of Higher Education Approved Program Verification](#) is available for in-state program completers to use to demonstrate approved program completion. The 80-02 form will still be utilized by out-of-state educators, but the new form is a streamlined version for individuals who went through an Illinois program.

### FORM 73-44

[Notification of School Support Personnel Intern Eligibility Status](#) has been updated for educators seeking an intern approval for speech-language pathologist or school counselor.

### FORM 73-86

[Application for Short Term Emergency Approval in Special Education](#) has been updated. School districts are no longer required to submit a separate district letter and may utilize this form.

### FORM 73-23

[Application for Career and Technical Educator Endorsement](#) has been updated. Educators should still complete the first page and list the Classification of Instructional Programs codes at the top of page 2. The district is no longer required to send in a separate letter for the Educator License with Stipulations for Part-time Provisional Career and Technical Educator and for Provisional Career and Technical Educator. This form has been updated to include the assurances required.

### FORM 73-62

[Substitute Teacher Recruitment Assurance](#) has been updated. School districts may supplement their substitute teacher recruitment for elementary and secondary schools with the use of recruiting firms. Section II updated to only

require Chicago Public Schools District #299 to complete and sign. Section I is still required for all other districts that contract with substitute recruiting firms.

## Highly Qualified

Highly qualified designations will be removed from ELIS early next year. Educators may screenshot the page from their ELIS account to maintain a listing for recordkeeping. The passage of the federal Every Student Succeeds Act (ESSA), which was signed by President Barack Obama on December 10, 2015, requires educators to meet state and local licensure requirements, which means educators in Illinois must hold the proper license and endorsement or be qualified per Illinois Administrative Code to teach a specific position.

## Need to locate your Regional Office of Education?

Access the directory [here](#)!

## Job Search

Search here for positions posted through the Illinois Association of School Administrators Illinois Education [Job Bank!](#)

## Have additional questions?

Please feel free to reach out to the Educator Effectiveness Customer Service and speak to our licensure specialists!

## Educator Effectiveness Customer Service

8:00 a.m. - 5 p.m. CST  
Monday - Friday  
(217) 557-6763

Phone Options:

[Option 1](#) - Account Access/Technical Issues

[Option 2](#) - Application Status

[Option 3](#) - Licensure Requirements

[Option 4](#) - Professional Development and Administrator Academies

[Option 5](#) - Compliance and Teacher Qualifications

[Option 6](#) - Application / Registration Fees

Additional Contact Information

 Access Assistance