



Illinois State Board of Education

Center for Educator Effectiveness

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James T. Meeks,
Chairman

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State Superintendent of Education

P R E P A R A T I O N P O I N T S

Time to Reflect

Jason Helfer

As summer approaches, many of us scramble to prepare our candidates for their next steps. Some have graduated and are off to their first teaching jobs, others are finishing up coursework and field experiences and may be preparing for licensure exams or taking content coursework over the summer, other still are full of nervous energy and are preparing themselves for student teaching placements in the fall. I charge you to take some time to reflect on your year. What were some of your favorite moments of connection or collaboration with students you taught or advised? What would you change in the upcoming school year?

I wish you all a pleasant, peaceful, and restorative summer.

Middle Grades

Webinar

This spring ISBE recorded a webinar to provide institutions of higher education guidance as the state transitions to Middle Grades endorsements. The webinar may be found [here](#).

Endorsement-Advice to Educators

It is important to note that educators who already hold middle level endorsements (5-8 or 6-8) do not have to complete any additional requirements to maintain their endorsements. They will remain qualified to teach at the middle level in their areas of endorsement. Additionally, educators who have earned an endorsement at the middle level for grades 6-8 will not convert.

Testing

ISBE recommends that candidates complete the middle grades content test (Math, Science, Social Science, and Language Arts) that aligns best with their preparation program. However, candidates may take the Elementary/Middle School 110 content test, until it sunsets September 1, 2018. The new Middle Grades content tests are now available. Additionally on or after February 1, 2018, the Elementary/Middle School 110 test may be used to waive the General Middle Grades test until it sunsets September 1, 2018. The General Middle Grades test is anticipated to be available Spring 2018.

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Licensure Officer Support

Expired Applications

In the event an educator does not apply for an entitlement, consequentially forcing the application to expire, two options apply for obtaining licensure:

1. A new entitlement application may be entered by the institution ONLY if the program has not changed since the educator completed the program. Institutions may only entitle educators for programs that meet current rules.

a. If the program has changed, the institution may complete a State Approved Program and Verification Form (80.02) to identify the program that was completed at the institution (Educators would then seek option two).

AND/OR

b. Institutions may, as a courtesy, audit the transcripts of the educator and the program that was originally completed and create a focused program to include the deficient requirements for entitlement.

2. Educator may apply for ISBE transcript evaluation.

Please note: Educators are required to meet current rules at the time of application.

Coursework Evaluation

It is a busy time of year as educators take on new course assignments. Educators that wish to have coursework pre-approved by ISBE evaluators must have a pending application. Additionally,

institutions are statutorily approved to audit transcripts and determine what courses are needed for subsequent endorsements. It is important to know that licensure specialists in our Educator Effectiveness Division do not evaluate educator's transcripts or programs over the phone. If an educator requests to be evaluated via ISBE, he or she would have to apply through ISBE and submit forms, transcripts, letters, etc... If educators are being entitled by their institution, they need to communicate with the licensure officers at their institution regarding program requirements.

Every Students Succeeds Act (ESSA)

On March 15, 2017, the State Board approved the ESSA State Plan for Illinois. Additionally on April 1, 2017, ISBE submitted the ESSA State Plan for Illinois to the U.S. Department of Education (ED). On April 10, 2017, ED identified a section of the plan that it considered incomplete. This section included measurements of interim progress for academic attainment, graduation rate, and English Learner proficiency.

In the plan submitted on April 1, 2017, ISBE stated that it intends to develop measurements of interim progress based on three-year baseline data and that this data is currently unavailable due to not having three years of data from which to determine a baseline for academic attainment, graduation rate, and English Learner proficiency.

In order for the plan to be reviewed in May 2017, ISBE provided measurements of interim progress by using the 15-year time line recommended by stakeholders for academic attainment based upon

2016 PARCC data in grades 3-12; four-year, five-year, and six-year graduation rates; and English Learner proficiency on ACCESS.

The ESSA State Plan for Illinois that contains this information was submitted to ED on May 2, 2017. In this updated version of the plan, ISBE states that the measures of interim progress for academic attainment, graduation rate, and English Learner proficiency will be revisited once three-year composite averages are available for the data.

On May 4, 2017, ED verified that the ESSA State Plan for Illinois is complete and it will undergo peer review between May 22-24, 2017. You can now view the [updated plan](#) and should you have any questions, please send them to essa@isbe.net.

For more information regarding the substance of the ESSA State Plan for Illinois, supporting documents may be found on the [ISBE website](#).

Rules

Proposed Rules

Rules undergoing amendments are found [here](#). As Rules are proposed and amended, this webpage provides a summary of the Rules, a medium for public comment, and status updates as Rules are filed and adopted.

The following Administrative Rules were adopted by the Board on April 13, 2017; JCAR review is pending.

- [Part 1](#) (Public Schools Evaluation, Recognition and Supervision)
- [Part 20](#) (Standards for Endorsements in Elementary Education)
- [Part 26](#) (Standards for Endorsements in Early Childhood Education and Elementary Education)

The following Administrative Rules are pending adoption by the Board.

- [Part 25 \(Educator Licensure\)](#)

The following Administrative Rules are open for public comment until May 15, 2017.

- [Part 401 \(Special Education Facilities Under Section 14-7.02 of the School Code\)](#)

Public comment may be submitted on any item for which the deadline has not yet passed, either via e-mail (addressed to rules@isbe.net) or via standard mail (addressed to Lindsay Bentivegna, Agency Rules Coordinator, ISBE, 100 North First Street - S-493, Springfield, Illinois 62777-0001).

To check on the status of any item where the comment period has already ended, send an inquiry to rules@isbe.net.

Test of Basic Skills

An educator who has passed another state's or country's test of basic skills as a condition of educator certification or licensure in that state or country or admission to a teacher preparation program approved by that state or country shall not be required to take the Illinois basic skills before receiving a license. *Illinois Administrative Code, Part 25, Section 25.720 (b)(3).*

Educators may submit evidence of the basic skills exam by completing ISBE Form 80.03A and submitting it to ISBE. Additionally, an educator may request the Licensure Officer (LO) to upload the completed form to their ELIS account. Please note, once the form has been uploaded into images, the LO must notify their ISBE liaison so that the test is appropriately recorded in the testing section.

Test of Academic Proficiency (TAP) Standard Setting

The Illinois State Board of Education (ISBE) and Evaluation Systems group of Pearson (the testing provider) are in the process of reviewing the passing standard for the Test of Academic Proficiency (TAP). The TAP is administered by the Illinois Licensure Testing System (ILTS). The TAP has been offered since February 1, 2012. The TAP replaced the ILTS Basic Skills tests at that time.

A Passing Score Review Conference for the TAP is being held on July 11th and 12th, 2017, in Springfield. At this two-day conference, a committee of practitioners will examine each item included on a test form to recommend passing score judgments. The results will be considered by the State Educator Preparation and Licensure Board (SEPLB), which will then make a recommendation on a passing score to the State Board of Education. We expect that the State Board of Education will then review the recommendation at its August 2017 meeting.

Current higher education faculty or administrators with a minimum of three years of experience, especially those with content expertise in *Reading, Language Arts, Mathematics and Writing*, are needed to serve on the committee of practitioners to recommend passing scores for the TAP. Committee members should possess knowledge of recent educational trends and the importance of entitling individuals who will have a positive impact on student achievement.

Educators serving on this committee will be reimbursed for travel, hotel

accommodations (if necessary) and meals.

Click [here](#) to complete an application.

National Center for Teacher Residencies (NCTR)

In 2015, NCTR was awarded an almost \$12m Supporting Effective Educator Development (SEED) grant from the U.S. Department of Education.

This year, beginning July 1, NCTR will partner with three new programs to support up to 75 new residents and 75 high quality mentors. Partners will share NCTR's vision for improving academic futures of low-income, high-need children and youth by preparing new teachers through a rigorous clinical residency. Selected programs will be awarded funds of up to \$500,000 and receive two years of NCTR's New Site Development Program to build and sustain a high quality residency, at no cost to partners.

For more information on program deadline and requirements, visit the NCTR website by clicking [here](#). Contact Lourdes Reyes at lreyes@nctrresidencies.org, with "SEED RFP" in the subject line for all questions.

If you would like to be added to our distribution list, please email:

Tina Dimmitt-Salinas at
cdimmitt@isbe.net

It's Renewal Time

Illinois Higher Education Institutions Vital Role in Illinois Educator License Renewal

Renewal season is upon us. This spring and summer approximately 67,000 educators renew their Illinois educator licenses. Educators are hurrying to record their professional development hours in the Educator Licensure Information System (ELIS) so they can register their licenses by the August 31, 2017 deadline.

Illinois higher education institutions that prepare educators for careers in education play a vital role in the license renewal process. Illinois higher education institutions are statutorily approved professional development providers authorized to issue professional development hours to cooperating educators who supervise student teachers and interns. Without the higher education institution approval, cooperating educators cannot count the hours spent supervising a student teacher or intern as professional development. Your assistance in this matter is essential.

Please follow the procedure below to ensure that cooperating educators receive the professional development credit to which they are entitled.

- Prior to placement, inform cooperating educators that they must keep a log of the time they spend on activities that result in *their own* professional growth. The log must include the cooperating educator's name, IEIN number, and the beginning and ending dates and times of the activities.
- Disseminate and collect an *ISBE 77-21A Evaluation* form

(https://www.isbe.net/Documents/77-21A_evaluation.pdf) from each cooperating educator. Maintain this form in your records for future ISBE professional development provider audits.

- When the cooperating educator returns the *ISBE Form 77-21A*, issue a *77-21B Evidence of Completion* form (https://www.isbe.net/Documents/77-21B_evidence_completion.pdf). This form requires, among other things, the higher education institution's Region, County, District, Type (RCDT) Code. Please use the RCDT Lookup Tool (<http://webapps.isbe.net/aar/p/AdHocReport.aspx>) to find the RCDT Code. Keep a copy of the *77-21B* form in your records for future ISBE professional development provider audits.
- The optional *ISBE Form 73-58 Approved Professional Development Provider Activity Summary* (<https://www.isbe.net/Documents/73-58-approved-pd-provider-activity-summary.pdf>) captures additional information required for ISBE professional development provider audits. ISBE highly recommends the use of this form. Providers who elect not to use the form must devise an alternate way to capture the data on the form.

We value your dedication to Illinois educators and your assistance in this important aspect of Illinois educator license renewal. For further assistance, please contact Debra Heckenkamp, Principal Consultant, ISBE Educator Effectiveness

Division, at 217-557-6763 or PDaudits@isbe.net.

Professional Learning (College Board):

Under amendments to the Illinois School Code that were effective 1/1/2015 the College Board is no longer an approved professional development provider, nor is the College Board eligible to become an Illinois approved professional development provider.

Educators may refer [here](#) for an inclusive list of Illinois approved professional development providers. Providers not included on the list are not approved to grant professional development for license renewal to Illinois educators.

Illinois public school districts are authorized to grant Professional Development (PD) credit to their staff for any activity they deem appropriate providing it complies with the PD requirements set forth in the Illinois School Code and administrative rules. The Illinois public school assumes responsibility as the statutorily approved provider and is accountable to ISBE for the activities the third-party provider presented. CPS can grant PD credit to their employees for College Board activities if they wish.

Professional Development Hours

The Illinois School Code states that one hour of professional development (PD) is awarded for each hour (60 minutes) of attendance or participation in professional development activities. The regulation, which is based on traditional face-to-face workshops, conferences, etc., can be difficult to apply to self-paced, self-reported, and online activities. Providers may set a limit on the number of PD hours they grant educators for specific self-paced, self-reported or online activities, such as supervising student

teachers, interns, or clinical placements. Providers must have a means to verify that the cooperating educator spent a minimum number of hours on the activity equal to the maximum number of hours for which they will receive credit. For example, if a higher education institution limits PD credit for supervising a student teacher to 30 hours per placement, the higher education institution must collect evidence from the educator that documents a minimum of 30 hours of work, including dates, beginning and ending times, the educator's IEIN number, and the educator's signature. A signed activity log with the required information is acceptable documentation of work completed. Providers must also collect the ISBE 77-21A Evaluation form from the educator prior to issuing PD credit on the ISBE 77-21B Evidence of Completion form.

For additional information, please refer to the [Illinois State Professional Development Provider Requirements and Guidelines](#).

Partnership for Educator Preparation (PEP)

Thank you to everyone for submitting your institution's data and data share agreements. On April 19, institutions collaborated to discuss data submissions and solutions to data challenges. ISBE received positive feedback and will continue to make improvements as we get closer to the statewide pilot this fall. Thank you for your hard work and dedication. If you have any questions, contact your ISBE preparation liaison via pilot@isbe.net and/or reference the [FAQ document](#) on our website for assistance.

ISBE Spotlight



Meet Jeff Seiler

Jeff grew up and graduated from high school in Girard, IL. From there, he attended Illinois State University and graduated with a Bachelor's degree in Biological Sciences with a minor in Chemistry in 1997. After teaching for a few years, Jeff went back to school and completed his Master's degree from the University of Illinois – Springfield in 2007 in Educational Leadership. He has been a high school teacher for the past 19 ½ years, teaching Biology, Chemistry, Botany, Zoology, and Physics in the Pawnee School District for the past 15 years.

He is married to his wife of almost 13 years, Carrie and has two children, Shelby, age 11 and Spencer age 9. His family resides in Auburn, IL. He is an avid St. Louis Cardinals and Blues fan as well as University of Illinois athletics as well and likes to run and play golf in his free time.

SEPLB Meetings

On May 5th, 2017, SEPLB approved a new meeting schedule. Beginning July 2017, meetings will take place every other month, unless otherwise posted. Institutions should be cognizant of this schedule as they prepare program proposals and changes.

ISBE CLOSINGS:

Memorial Day
May 29, 2017

ILLINOIS STATE EDUCATOR PREPARATION AND LICENSURE BOARD MEETINGS

June 2, 2017
9:00am-4:00pm

July (no meeting)

August 4, 2017
9:00am-4:00pm

Illinois State Board of Education
100 North First Street
Springfield, IL 62777
Fourth Floor, Board Room

The Illinois State Educator Preparation and Licensure Board (SEPLB) supports a system of preparing and certifying (licensing) teachers, administrators and school service personnel that reflect the highest standards and best practices to meet the educational needs of every child in the State of Illinois.

For prior SEPLB meeting agendas and minutes [click here](#).

STATE BOARD MEETINGS

May 24, 2017
June 14, 2017
July (no meeting)
August 16, 2017

**Prep Points Newsletter
distribution will become
available on a quarterly basis:**

Spring (March-April-May)
Summer (June-July-Aug)
Fall (Sept-Oct-Nov)
Winter (Dec-Jan-Feb)

