Illinois School Code and Administrative Rule
## Management Staff

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
<th>Email</th>
</tr>
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<tbody>
<tr>
<td>Dr. Jason Helfer</td>
<td>Deputy Superintendent</td>
<td><a href="mailto:jhelfer@isbe.net">jhelfer@isbe.net</a></td>
</tr>
<tr>
<td>Emily Fox</td>
<td>Division Administrator</td>
<td><a href="mailto:efox@isbe.net">efox@isbe.net</a></td>
</tr>
<tr>
<td>Vince Camille</td>
<td>Interim Division Supervisor</td>
<td><a href="mailto:vcamille@isbe.net">vcamille@isbe.net</a></td>
</tr>
<tr>
<td>Tina Dimmitt-Salinas</td>
<td>Division Supervisor</td>
<td><a href="mailto:cdimmitt@isbe.net">cdimmitt@isbe.net</a></td>
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<td>Chicago State University</td>
<td>North Park University</td>
<td>DePaul University</td>
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<td>Dominican University</td>
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<td>Eureka College</td>
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<td>Governors State University</td>
<td>Rockford University</td>
<td>Illinois College</td>
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<td>Hebrew Theological College</td>
<td>St. Xavier University</td>
<td>Illinois State University</td>
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<td>Illinois Institute of Technology</td>
<td>Trinity International University</td>
<td>Illinois Wesleyan University</td>
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<td>Judson University</td>
<td>University of Illinois at Urbana-Champaign</td>
<td>Loyola University Chicago</td>
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<td>Kendall College</td>
<td>VanderCook College of Music</td>
<td>Knox College</td>
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<td>Lewis University</td>
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<td>McKendree University</td>
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<td>University of St. Francis</td>
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<td>Southern Illinois University – Carbondale</td>
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<td>University of Illinois at Springfield</td>
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<td>Service</td>
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<tr>
<td>Licensure Call Center</td>
<td>217-557-6763</td>
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<tr>
<td>Help Desk: IT Department</td>
<td>217-558-3600</td>
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<tr>
<td><a href="mailto:renewal@isbe.net">renewal@isbe.net</a></td>
<td>Renewal, reinstatement, PD questions</td>
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</tr>
<tr>
<td><a href="mailto:licensureforms@isbe.net">licensureforms@isbe.net</a></td>
<td>Used by institutions to submit forms that were previously sent through mail (such as 80-02; do not use for sending electronic transcripts)</td>
<td></td>
</tr>
<tr>
<td><a href="mailto:licensure@isbe.net">licensure@isbe.net</a></td>
<td>Used by educators to submit documents that previously could be sent through mail (such as out of state license)</td>
<td></td>
</tr>
<tr>
<td><a href="mailto:transcripts@isbe.net">transcripts@isbe.net</a></td>
<td>Used by institutions to email official transcripts</td>
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The main authority for licensure rules can be found in Article 21B of the Illinois School Code.

The Illinois School Code may be located at:

105 ILCS 5/21B-100 defines the duties of Licensure Officers.

- Licensure Officers are required to:
  - Attend training conducted by the Illinois State Board of Education (ISBE)
  - Adhere to the Illinois School Code and rules adopted to implement the Code when entitling candidates and/or adding endorsements
  - Review new legislation and rules when available
 Violations of this Code or implementing rules regarding the entitlement of candidates by a Licensure Officer shall place the employing institution’s educator preparation program in jeopardy, specifically regarding the institution’s right to offer programs and recommend or entitle candidates for licensure.
Illinois Administrative Rule

Overview
Part 25 Licensure

https://www.isbe.net/Documents/25ark.pdf

- Requirements for licensure
- Requirements for endorsements
- Illinois Licensure Testing System (ILTS)
- Accreditation and approval of preparation programs
- Clinical experiences
- Alternative licensure
• Part 20 (Standards for Endorsements in Elementary Education)
• Part 21 (Standards for Endorsements in the Middle Grades)
• Part 22 (Code of Ethics for Illinois Educators)
• Part 23 (Standards for School Support Personnel Endorsements)
• Part 24 (Standards for all Illinois Teachers)
• Part 26 (Standards for Endorsements in Early Childhood Education and Elementary Education)
• Part 27 (Standards for Endorsements in Specific Teaching Fields)
• Part 28 (Standards for Endorsements in Special Education)
• Part 29 (Standards for Administrative Endorsements)
• Part 30 (Programs for the Preparation of Principals in Illinois)
Timeline for Rules to Become Effective

- Review by the Illinois State Educator Preparation and Licensure Board (SEPLB)
- Initial Review by the Illinois State Board of Education
- Publication of proposal in Illinois Register begins public comment period of at least 45 days
- Public comment period ends
- Analysis of comments; ISBE adoption
- Review by Joint Committee on Administrative Rules (JCAR)
  - Significant changes are rarely made at this point in the process.
- Filed with Illinois Secretary of State
  - This is the point at which new rules become effective.
Changes to the rules website are made twice during the process of any rule making:

- After the State Board’s initial review of the proposed changes when the proposed amendments and a summary of the changes are posted on the website; and

- When the State Board adopts the rulemaking and a note is added to the proposed chart that indicates whether the proposed amendments were changed as a result of public comment and provides a link to the Board materials where the changes can be found.
1.720: Requirements for Teachers of Middle Grades

- The K-9 elementary education endorsement must be issued by September 1, 2019 (program must be completed by September 1, 2018). Middle school endorsements under old structure can be added through January 31, 2018. (1.720[a])

- For minor teaching assignments for coursework completed July 1, 1997 and after: 9 hours needed to teach a “minor” area has been reduced to 6 hours. (1.720[b][2])
Beginning October 1, 2015, no candidate shall be admitted to the “old” K-9 elementary education program. Elementary Education K-9 program completion extended by one year. Program must be completed by September 1, 2018 and endorsement must be issued by September 1, 2019. [20.10 (c) and 26.300 (c)]
25.37: Acquisition of Subsequent Teaching Endorsements on a PEL:

- Candidates who receive a 1-6 elementary education endorsement can earn a middle school endorsement under the current structure (18 hrs + 6 hrs MG professional coursework) until January 31, 2018. (25.37[b][3])

25.40: Grade-Level Endorsements:

- Each individual will be endorsed for particular grade level for which he/she is qualified. Grade-level endorsement takes precedence over content area endorsements for assignability purposes.
25.60: Alternative Licensure:

• edTPA is required no later than the first semester of the second year of residency (was previously required prior to starting the second year of residency) 25.60[(b)[3][B]]

25.72: Endorsement for Provisional CTE:

• To renew the license, 20 hrs of coursework no longer has to be taken in the individual’s CTE area. It can be taken in any area. (25.72[d][2])

25.99: Endorsement for Middle Grades:

• Clarification that individuals who hold a 5-8 middle school endorsement (by virtue of completing an approved program) may teach in self-contained grade 5 as long as he/she has six semester hours of coursework in area to be taught (if an endorsement in these areas is not held.) (25.99[e])
25.335—25.365 (All Administrative Endorsements):

• New change to allow individuals who have received their initial teaching or school support personnel certificate prior to July 1, 1988 to not be required to pass a test of basic skills for the endorsement.

25.425: Individuals Prepared in Out-of State Institutions:

• Anyone who completed student teaching by August 31, 2015 can take the APT instead of the edTPA (whether prepared in-state or out-of-state). All individuals can also take the edTPA in place of the APT. (25.425 [a][4])

25.425: EdTPA Waiver:

• Three years of teaching experience to waive the edTPA has been replaced with 1 year of teaching experience. Performance evaluation still applies. (25.425 [a][4][C])
• For SAT:
  • After March 5, 2016:
    • Composite score of 1110 (Evidence-based Reading and Writing + Mathematics = 1110 Higher)
    • Minimum score of 26 on Writing and Language Test

• For ACT
  • After September 10, 2016:
    • Composite score of 22 and a minimum of 6 on the writing test

*Not reflected in Administrative Rules yet (25.720)
25.115: Recognition of Institutions and Educator Preparation Providers

- Recognition of an institution automatically results in recognition of the educator preparation provider (EPP) (previously known as the “unit” under NCATE).

- Not-for-profit institutions need to meet the definition of “Institution” in Rules.
• **Revised Process for Institution Recognition**

1. Institution submits letter notifying intent to seek recognition.
2. Institution submits institutional report to ISBE (all reports have been combined into one).
3. Institution submits program proposal(s) once report is adequate.
4. ISBE may schedule on-site review if it deems the visit necessary. On-site team members can be ISBE staff or outsiders trained in the applicable standards.
5. Final report written by ISBE staff or on-site review team. ISBE staff recommends approval or denial to SEPLB.
6. SEPLB recommend approval or denial to State Board.
7. Recognition is valid for 7 years. Institution must go through a process for continued-re cognition every 7 years.
25.120: Initial Approval of Education Preparation Programs by the State Board of Education

- Institution submits program proposal for SEPLB review.
- Standards needed have been clarified to include both state AND national content standards, CAEP standards, SEL standards, and IPTS.
- Program proposals now must demonstrate measures taken to ensure candidates gain experience with technology relevant to the profession.
Program Proposal Forms
Old vs New

INTRODUCTION
1. Describe the need for individuals holding the type of endorsement to be awarded upon completion of the program, including but not limited to, evidence of a shortage of those types of endorsements (e.g., specific education, math, and/or science), either across the state or in certain geographical areas. If the shortage is in a certain geographical area, then the category that will be taken to arisen conditions from that area or a place where those individuals are needed within the state.
   (410 Illinois Administrative Code Part 21, Section 21.11(c)(5))

CONCEPTUAL FRAMEWORK
2. Outline the conceptual framework elements and briefly describe how the program aligns to each.
   (410 Illinois Administrative Code Part 21, Section 21.11(a)(7))

CRITERIA
3. Please complete the criteria to describe the criteria for admission to the program, including the required grade point average for entry into the program, retention in the program and exit from the program.
   (410 Illinois Administrative Code Part 21, Section 21.11(a)(5))

FACULTY
4. Please complete the criteria to identify the faculty members with the primary responsibility for preparing professional educators in the program and their qualifications for those positions.
   (410 Illinois Administrative Code Part 21, Section 21.11(a)(6))

COURSE OF STUDY
5. Please complete the criteria to describe the courses in the course of study. Include the courses and units in the course of study, and the course of study.
   (410 Illinois Administrative Code Part 21, Section 21.11(a)(7))
10. Describe the program’s requirements for faculty supervision of the field experience and clinical practice.
   (For 22 Illinois Administrative Code, Part 23, Section 23.128(a)(9)(C))

ASSESSMENT

11. Please complete the matrix to provide a description of the program assessments to be used, as relevant to the program being proposed, and how the faculty will collect, analyze, and use the data from the assessments:
   (For 22 Illinois Administrative Code, Part 23, Section 23.128(a)(10))

<table>
<thead>
<tr>
<th>Assessment</th>
<th>Describe how faculty will collect data from the assessment.</th>
<th>Describe how faculty will analyze data from the assessment.</th>
<th>Describe how faculty will utilize data from the assessment.</th>
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Add additional rows as needed.

STANDARDS

In order to be considered for approval, a recognized institution shall propose a preparation program that meets the required standards:

12. Please complete the matrix to describe how the program meets:
   (For 22 Illinois Administrative Code, Part 23, Section 23.128(a)(10)(E))

   a. the State Content Standards set forth in 22 Illinois Administrative Code, Part 20, Section 20.110 and 20.120 (Standards for Endorsements in Elementary Education) and Part 23, Section 23.306 and 23.308 (Standards for Endorsements in Early Childhood Education and in Elementary Education)
   c. the Social and Emotional Learning Standards (SEL) set forth in 22 Illinois Administrative Code 555, Appendix A.
   d. the National Standards, set forth in 22 Illinois Administrative Code, Part 20, Section 20.100.

   The Association for Childhood Education International (ACEI) (2007)
In order to be considered for approval, a recognized institution shall propose a preparation program that meets the required standards. (See 23 Illinois Administrative Code, Part 20, Section 23.108 (a)(4-40))

15. Please complete the matrix to describe how the program meets:
   a. the State Content Standards set forth in 23 Illinois Administrative Code, Part 20, Section 26.119 and 26.120 (Standards for Endorsements in Early Childhood Education and in Elementary Education) (See 23 Illinois Administrative Code, Part 20, Section 23.108 (a)(4-40))
   b. the Standards for Early Childhood Special Education (See 23 Illinois Administrative Code, Part 20, Section 26.240 (Standards for Early Childhood Special Education Teachers), (See 23 Illinois Administrative Code, Part 20, Section 23.108 (a)(4-40))
   c. the Social and Emotional Learning Standards set forth in 23 Illinois Administrative Code, Part 30, Section 26.110 (Standards for Endorsements in Early Childhood Education and in Elementary Education) (See 23 Illinois Administrative Code, Part 20, Section 23.108 (a)(4-40))
   e. the Standards for Early Childhood Special Education (See 23 Illinois Administrative Code, Part 20, Section 26.240 (Standards for Early Childhood Special Education Teachers), (See 23 Illinois Administrative Code, Part 20, Section 23.108 (a)(4-40))

12. Please complete the matrix to describe how the program meets:
   a. the State Content Standards set forth in 23 Illinois Administrative Code, Part 20, Section 26.110 and 26.120 (Standards for Endorsements in Elementary Education) and Part 26, Section 26.130 and 26.137 (Standards for Endorsements in Early Childhood Education and in Elementary Education)
   c. the Social and Emotional Learning Standards (SEL) set forth in 23 Illinois Administrative Code, Part 30, Appendix A.
   e. the CEAP 2011 Accreditation Standards posted at http://ceapart.org/ (see later amendments to or editions of these standards are incorporated).
25.125: Accreditation of Educator Preparation Providers and Approval of Educator Preparation Programs through CAEP

- Institutions that are recognized in IL and offer at least one preparation program that has been approved by SEPLB for a year or more may choose to seek accreditation of the EPP and all preparation programs it offers through CAEP.

- “Review of EPPs Beginning December 1, 2018.”
25.127 Changes to Programs Currently Approved by the State Board of Education (new section) [g]

• Programs must submit proposed changes 60 days prior to the proposed change taking effect.

• ISBE staff will review changes and make recommendation to SEPLB.

• SEPLB will make recommendation to State Board to accept, modify, or reject changes.

• Program Change Form
An institution that intends to discontinue an approved program or cease offering preparation programs altogether must notify the State Superintendent of education no later than 30 days prior to taking that action. (25.165(a)(1-2))

1. The institution shall assure the State Superintendent that all candidates currently enrolled in any program scheduled for discontinuation will have an opportunity to complete the program.

2. The institution shall supply to the State Superintendent the names and Social Security numbers of all candidates currently enrolled in any program scheduled for discontinuation.

3. [Program Discontinuation Form]
25.130: Interventions by the State Board of Education and SEPLB

- Interventions apply to CAEP-accredited and non-CAEP accredited institutions.

- State Board of Education staff will provide SEPLB with evidence of concerns (from reports, entitlements, etc.)

- Programs may be placed on probation if necessary.
Thank you for attending today’s “Administrative Rule” Webinar! We thank you for all that you do, and look forward to the next webinar in our Fall Licensure Officer Webinar Series a week from today.

We will compile and post the Q & A document from today’s webinar within a week of this broadcast, and all materials will be posted on our website under Preparation. If you have any additional questions, feel free to email your ISBE liaison.