

License Renewal Information Session

Spring 2015



DISCLAIMER

- The information in this file is accurate as of the date when it was created. Please consult the ISBE website for the most current information regarding Licensure.

<http://www.isbe.state.il.us/licensure/default.htm>

Agenda

- Changes to licensure in Illinois
- Review ELIS
- Review New PD requirements
- Entering PD
- Submitting for Renewal

A brief history

- July 1, 2013
 - Certificates became Licenses
 - ECS replaced by ELIS
(Educator License Information System)
- July 1, 2014
 - New rules for Professional Development hours take effect (Communicated to Districts in November 😊)
- December/January, 2015
 - ISBE still figuring out what the new rules actually mean 😊

License

- Only three types of Licenses:
 - Professional Educator License (PEL)
 - Endorsements for qualifications
 - Substitute License
 - Educator License with Stipulations
 - Parapro License
 - Provisional License
 - Others

ELIS

- Used to store all your license and related information
<https://sec3.isbe.net/IWASNET/login.aspx>
- Spend time navigating and checking the information
 - If your work history is not correct, do not worry as long as your TRS statement is correct. Past years cannot be corrected
 - If you do not have a degree listed, send official transcripts to ROE asking your ELIS record be updated.

Welcome, [Redacted]

Primary Information

Full Name: [Redacted]
 IEIN: [Redacted]
 DOB: [Redacted]
 Gender: [Redacted]
 Former Name: [Redacted]

Contact Information

Address: [Redacted]
 City, State Zip: [Redacted]
 Email: [Redacted]
 Primary Phone: [Redacted]
 Secondary Phone: [Redacted]

Profile

PD Status: **Exempt**

[Click Here to Edit Your Contact Information](#)

[Click Here to Update Your PD/Employment Status](#)

CREDENTIAL CENTER					
License / Approval Type	Applied	Expires	Registered Thru	PD Hours	Status
Professional Educator License (PEL)		06/30/2016	2016	73.30	Issued
Endorsements					
	Applied		Issue Date		Status
Civics/Political Science	12/22/2006		07/30/1993		Issued
General Administrative	06/15/2010		06/15/2010		Issued
Language Arts	12/22/2006		07/30/1993		Issued
Secondary Education	12/22/2006		07/01/2013		Issued
Social Science	12/22/2006		07/30/1993		Issued
Social Science	12/22/2006		07/30/1993		Issued

ACTION CENTER	
New Documents on File	0
Deficiencies	0
Registrations	0
Renewals	0
Reinstatements	0

What do you want to do?

Browser address bar: <https://sec.isbe.net/ELIS/NormalPages/EducatorCredentials.aspx>
 Tabs: Pages - Human Resources, Lawson Portal - Employee (HR...), AppliTrack System - d203 - cl..., ISBE Web Security Module - C..., Illinois State Board of Educa...

Navigation menu: File Edit View Favorites Tools Help
 Search: WellOnTarget - HCSC, Web Slice Gallery, WalkingWorks, Suggested Sites, Lawson portal, Lawson portal (2), launch-.partner=sbc&.ran...
 Links: [Click Here to Edit Your Contact Information](#), [Click Here to Update Your PD/employment Status](#)

Show All

Licenses

Select	License ID	License	Status Code	Status Desc	Entitlement	Application Date	Issued	Expires	ROE	Registered Thru	Register	Apply
Select	1923176	Professional Educator License	I	Issued			07/01/2013	06/30/2016	19	2016	Register in an Additional Region	Apply for Endorsement

Illinois Approved Program / Endorsements For Selected License

Description	Grade	Status Description	Issued	Entitlement	Application Date
Civics/Political Science	Senior HS - Grade 9 through Grade 12	Issued	07/30/1993	IL-NU (04/23/1993)	
Language Arts	Middle School - Grade 6 through Grade 8	Issued	07/30/1993	IL-NU (04/23/1993)	
Social Science	Middle School - Grade 6 through Grade 8	Issued	07/30/1993	IL-NU (04/23/1993)	
Social Science	Grade 6 through Grade 12	Issued	07/30/1993	IL-NU (04/23/1993)	
U. S. History	Senior HS - Grade 9 through Grade 12	Issued	07/30/1993	IL-NU (04/23/1993)	
World History	Senior HS - Grade 9 through Grade 12	Issued	07/30/1993	IL-NU (04/23/1993)	
General Administrative	Kindergarten through Grade 12	Issued	06/15/2010	IL-NIU (06/15/2010)	
Secondary Education	Grade 6 through Grade 12	Issued	07/01/2013		

Approvals

Approval Code	Approval	District Code	Application Received	Status	Approval Denied/Granted Date	End Date

Designations

Source	Status	Endorsement	Grade	Candidate Number	Issue Year	Expires

Registration

Fiscal Year	School Year	Region Code	Region	License Code	License	Certificate Number
2016	2015-2016	19	DU PAGE ROE	PEL	Professional Educator License	
2015	2014-2015	19	DU PAGE ROE	PEL	Professional Educator License	

New PD Requirements

- Only State Approved Professional Development Providers can offer PD hours for License Renewal
 - Local School Districts are Approved Providers.
 - Universities that offer Illinois approved Educator Prep programs are Approved Providers
- PD must meet the sole purpose of increasing educator's knowledge and skills specifically to impact student growth, achievement, and well being.

New PD Requirements

- This means D203 must decide what counts for PD hours towards license renewal. The following will count:
 - Institute Day Professional Learning
 - District Offered Workshops
 - Career 203 Approved Learning Experiences
 - Outside Workshops (only when the PD Hour Evidence forms are offered by the provider)
 - Flexible options for those who do not fit within these parameters – This would be collaboration between those who need other options and the District Office team.

PD – University courses

- University coursework at Regionally accredited Illinois Institutions of Higher Ed that have Educator Prep programs will count.
 - Not sure what the “Evidence Form” will look like.
- Coursework at other Higher Ed institutions will require District approval to be used as PD hours
 - Most likely through Career 203 but details are being worked out

PD – State Approved Providers

- Constantly changing as new providers are being added. Check ISBE website;
- <http://www.isbe.net/licensure/requirements/prof-dev-provider-list.pdf>

PD Requirements

- Educators in mid-cycle – Effective July 1, 2014
 - 120 Hours for Bachelor's Degree on file with ISBE
 - 80 Hours for Master's Degree on file with ISBE
 - Uniquely qualifying events will count if they were completed by 8/21/14 and entered in ELIS by 12/31/14
 - Examples: Earned Master's Degree or Added Endorsement
- Beginning with the First Full 5 year renewal cycle
 - 120 PD hours (24 per year on average)
 - One Admin Academy if you hold General Administrative Endorsement

PD Requirements

- SSP – School Service Personnel
 - IDFPR will qualify for renewal
 - National Certification will qualify for renewal
- Exemptions – Recorded in ELIS under “Employment Status”
 - Working less than 50% in a year including LOA
 - Working a position not requiring a PEL
 - Retired – Must indicate this in ELIS

Entering Professional Development in ELIS

- Enter the activity and the number of clock hours in ELIS.
 - You do not have to enter a purpose code.
 - 1 Semester College hour = 15 PD hours

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ACTION CENTER	
New Documents on File	0
Deficiencies	0
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Reinstatements	0

What do you want to do?
[Enter Professional Development](#)

[Apply for Educator License with Stipulations](#)

[Apply for Substitute License](#)

[Apply for an Approval](#)

[Apply for an Endorsement](#)

[Apply for a Paraprofessional Endorsement](#)

IEIN: [Redacted] City, State Zip: [Redacted]
 DOB: [Redacted] Email: [Redacted]
 Gender: [Redacted] Primary Phone: [Redacted]
 Former Name: [Redacted] Secondary Phone: [Redacted]

PD Status: Exempt

[Click Here to Edit Your Contact Information](#)

[Click Here to Update Your PD/Employment Status](#)

Educator Professional Development Education

License: Professional Educator License (Issued)

Start Date: 07/01/2011 End Date: 06/30/2016 Refresh

Edit	Name	Description	Provider	Hours	Begin Date	End Date	Create Info	Updated Info	Delete
Edit	ACC	Employment of Teachers in Illinois after Education Reform	IAAMS	6.00	08/04/2011	09/29/2011	hitsl.master - 08/04/2011	hitsl.master - 09/29/2011	Delete
Edit	CPD	Employment of Teachers in Illinois after Education Reform	IAAMS	5.30	08/04/2011	09/29/2011	C-IAAMS - 09/29/2011	C-IAAMS - 09/29/2011	Delete
Edit	AASPA Annual Conference	Annual Conference for American Association of School Personnel Administrators. Chicago, IL	AASPA	24.00	10/31/2012	11/03/2012	clmoore - 02/06/2014	clmoore - 12/12/2014	Delete
Edit	PEL and PEAC Update	Update on licensure and PEAC status.	061025204212668	4.00	04/05/2013	04/05/2013	clmoore - 02/06/2014	clmoore - 03/04/2014	Delete
Edit	ACC	"Cultural Competence" to Engineer a "Single School Achievement Culture" for All Students-An Overview	IAAMS	6.00*	08/01/2013	08/08/2013	hitsl.master - 08/01/2013	hitsl.master - 08/08/2013	Delete
Edit	IASPA 7th Annual Conference	Annual Conference of School Personnel Administrators. SB 1, 7, and 15. PERA complaine, Teacher Salary Schedules, FMLA, etc	IASPA 0610225204212668	12.00	01/23/2014	01/24/2014	clmoore - 02/06/2014	clmoore - 12/12/2014	Delete
Edit	ACC	Charlotte Danielson Framework for Teaching: Evaluator - Part 1	IAAMS	6.00	06/11/2014	06/30/2014	hitsl.master - 06/11/2014	hitsl.master - 06/30/2014	Delete
Edit	IASPA Eighth Annual Conference	Annual Conference with several sessions on HR Topics including Performance Evluations, Collective Bargaining, Employee Investigations, Licensure, etc	Illinois Association of School Personnel Administrators	10.00	01/29/2015	01/30/2015	clmoore - 02/02/2015	clmoore - 02/02/2015	Delete

* Does not count towards Professional Development hour requirement.

Hours Required: 0.00 Total Hours: 67.30 Hours Remaining: 0.00

[Click Here to Add Professional Development Hours](#)

Professional Educator Development Hours

Educator: **Cheryl L. Moore.**
Please enter the Professional Development information below.

Activity Name: *

Provider: *

Hours: * - Use quarter hour increments

Description: *

Begin Date: MM/DD/YYYY *

End Date: MM/DD/YYYY *

.....

Once you have entered the required data, click on the "Next" button.

Save - I want to save this professional development information
 Cancel - Please cancel the wizard

Finish 

Submit for Renewal

- Between April 1 and June 30 Submit for License Renewal through ELIS
 - Should be able to pay the \$50 registration fee at that time.
 - Check to be sure your license now expires 5 years later and that it is also registered for 5 more years.
- I suggest you print the screen.

Lapsed License

- It's a big deal!
 - License will lapse September 1 if you do not complete the process by Aug 30.
 - You cannot work in a Certified Position
 - You will have to pay \$500 and complete the PD anyway.
- Don't let it lapse! It is your responsibility to maintain an active and valid license.