

**School Service Personnel
Certificate Renewal Requirements
Effective July 1, 2008**

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School Service Personnel Certificate holders will be required to complete continuing professional development for certificate renewal beginning July 1, 2008. **Holders of one of the following shall be deemed to have satisfied the renewal requirements:**

- 1) A person who holds an active license issued by the State as a clinical professional counselor, a professional counselor, a clinical social worker, a social worker, or a speech-language pathologist.
- 2) A person who holds national certification as a Nationally Certified School Psychologist from the National School Psychology Certification Board.
- 3) A person who is certified as a National Certified School Nurse from the National Board for Certification of School Nurses.
- 4) A person who is certified as a National Certified Counselor or a National Certified School Counselor from the National Board for Certified Counselors.
- 5) A person who holds a Certificate of Clinical Competence from the American Speech-Language-Hearing Association.

All holders of School Service Personnel Certificates other than those listed above, who are employed in the public schools, will be required to maintain their certificates as Valid and Active. They will also be required to:

- 1) Complete the National Board for Professional Teaching Standards process in an area of concentration comparable to their School Service Personnel endorsement.

OR

- 2) Complete coursework or continuing professional development units (CPDUs) totaling at least 80 hours. If a certificate holder is employed part time (less than 50%), the continuing professional development units will be reduced by 50%. The continuing professional development must address three of the following:
 - a) Advance both the certificate holder's knowledge and skills consistent with the Illinois Standards for the service area in which the certificate holder is endorsed.
 - b) Develop the certificate holder's knowledge and skills in areas to be determined by the State board of Education to be critical for all school service personnel.
 - c) Address the knowledge, skills, and goals of the certificate holder's local school improvement plan.
 - d) Address the needs of serving students with disabilities, including adapting and modifying clinical or professional practices to meet the needs of students with disabilities in the least restrictive environment.

Holders of School Service Personnel certificates may fulfill this obligation with a combination of semester hours or CPDUs as follows:

- Participating on collaborative planning and professional development team or committee
- Peer review and coaching
- Mentoring in a formal mentoring program
- Participating in site-based management or decision-making team
- Coordinating community resources in schools if the project is a specific goal of the school improvement plan.
- Facilitating parent education program directly related to student achievement or school improvement.
- Participating in business, school, or community partnerships
- Supervising a student services personnel or candidate in clinical supervision
- College or university coursework (1 semester hour = 15 CPDUs)
- Teaching college or university courses
- Conferences, workshops, institutes, seminars, or symposiums
- Completing non-university credit directly related to student achievement, school improvement plans or State priorities
- Participating in or presenting at workshops, seminars, conferences, institutes or symposiums
- Training as external reviewers for quality assurance
- Training as reviewers of university teacher preparation programs
- Participating in action research and inquiry projects
- Approved travel directly related to school service personnel or school improvement plans
- Participating in study groups related to student achievement or school improvement plans
- Serving on a statewide education-related committee
- Participating in work/learn programs or internships
- Development a portfolio of student and teacher work
- Participating in curriculum development or assessment activities
- Participating in team or department leadership in a school or school district
- Participating of external or internal school or school district review teams
- Publishing educational articles, columns, or books relevant to the certificate area being renewed
- Participating in non-strike-related professional association or labor organization service or activities related to professional development

10/3/07