# ELIS, Licensure, & Subbing

Patrick Durley, ROE #53
Mason, Tazewell & Woodford Counties

www.roe53.net

# ELIS = All Things Licensure

Check when you are due to renew

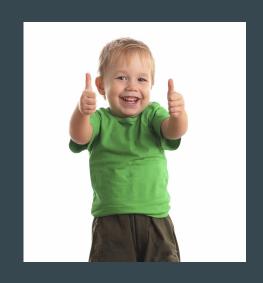
Renew your license

Apply for new endorsements

Enter professional development

Register in another region

Check your credentials (degrees, tests passed, employment records, etc.)



# **ELIS - Educator Licensure System**

#### Create an account

- a) www.isbe.net click ELIS/Educator Licensure at the top
- b) tied to your SS#
- c) will probably only see your testing results at first
- d) remember your username and password
- e) DO NOT create multiple accounts



#### Educator Licensure Information System (ELIS)

Resources ELIS Resources How-to Videos Instruction Guides Educator Licensure Home Page

 $\Delta$ The ELIS web site is best viewed with the latest version of Internet Explorer (IE).

# Educator Access

<u>Click here</u> to login to your ELIS account.

Notice: ACT Plus Writing or SAT score reports listed under a maiden name or previous name may not be credited to your account. Please log-in to your account to add a maiden name or previous name if applicable.

#### Public Search

<u>Click here</u> to perform a search of public license information for educators in Illinois by using the City, District, School, or Educator Name.

# Administrator Access

Click here to perform a credential search of educators in Illinois. For use by institutions of higher education, school districts, or prospective employers to verify credentials of a potential educator candidate or employee. Illinois Educator Identification Number (IEIN) required.



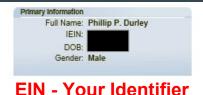
#### If you never logged in...

# Login Name Password Remember Login LOG IN If you remember your login...

#### FORMER ECS USERS CLICK HERE FOR FIRST TIME ACCESS TO THE ELIS SYSTEM

ELIS (Educator Licensure Information System) is now replacing ECS (Educator Certification System).

You will be directed to create an IWAS for Educators account to instantly access ELIS and view your credentials. After successfully creating your account, you will be able to log in on the left side of this page anytime to access your information.





Click Here to Edit Your Contact Information



Click Here to Update Your PD/Employment Status

License / Approval Type	Applied	Expires	Registered Thru	PD Hours	Status
Professional Educator License (PEL)	05/11/2015	06/30/2020	2020	6.00	Issued
Endorsements		Applied	Issue Date		Status
Biological Science		07/24/2000	08/21/1997		Issued
General Administrative		08/23/1995	08/28/1995		Issued
Physical Education		07/24/2000	07/24/2000		Issued
Physical Education		07/24/2000	08/21/1997		Issued
Physical Education		07/24/2000	09/07/1984		Issued
Secondary Education		08/23/1995	07/01/2013		Issued
License / Approval Type	Applied	Expires	Registered Thru	PD Hours	Status
State Approved Paraprofessional (TAS)				n/a	Pending Review
Designation			ı	ssue Year	Status
Teacher Evaluator - Non-Growth (Module 1-4) (ETNM)			2	2014	Issued
Teacher Evaluator - Observation (Module 1-3) (ETOM)			2	2014	Issued

ACTION CENTER		
New Documents on File		
Deficiencies	C	
Registrations Look	for	
blue Renewals somet	(	
Reinstatements ne	w	

Enter Professional Development

Apply for Educator License with Stipulations

Apply for an Approval

What do you want to do?

Apply for an Endorsement

Apply for a Paraprofessional Endorsement

Register in Another Region

### **ELIS Basic "To Do" List**

- Check your credentials
- Edit your profile
  - Address
  - Phone
  - Email address (needed for ISBE to contact you)
- Look at and enter your PD
- Change your PD exemption status (retired, part-time, etc.)



## Effective July 1, 2014

- PEL's lapse Sept 1st if not renewed
  - \$500 or 9 credit hours (must still do PD from last cycle)
- All licenses lapse if not registered within 6 months (pay for 5 years)
- Admin Academy per year required for active Administrators
- 120 hours of PD now required for all educators employed on teaching license
  - Except
    - NBPTS 60 hours in 5 years
    - Non-teaching Speech Path maintain IDFPR licensure
    - Psych/Soc Work/Counselors IDFPR or 120 hours
- 1 Admin Academy required every 5 years for teachers w/ Admin Endorsement
- Retirees no registration fees (FREE) so keep it!

## Goofy New things...

- Renewal window doesn't open until April 1
- After you renew, it's a "dead" PD time until July 1
  - You can't count anything for the next cycle until July 1
- PD before July 1, 2014 fall under the old rules...
  - Two forms of evidence
  - Fall under the ISBE list of specific things to do for CPDUs
  - Some uniquely qualifying activities (advanced degree, add endorsement, etc.)
- PD after July 1, 2014...
  - New (vague) rules about if they count provider determines
  - Need Evidence of Completion form from an ISBE approved provider OR
  - A transcript from an IL college/university with an ISBE approved teacher preparation program

#### What if I Want to Sub When I Retire?

With a PEL, you DO NOT need a Sub license or a Paraprofessional license

Get fingerprinted in each region you wish to sub - considered a change in employment so it's required

Register in ELIS for each region you will be subbing

Go to our website and register to be on our sublist

- www.roe53.net
- Substitute Teaching link (center of homepage)

#### Retired Illinois Teachers as Subs:

Any retiree that wants to be on the sub list for the ROE will have the same requirements as any other sub as far as providing updated physical/statement of good health and fingerprinting.

- You may sub off of your teaching license (PEL) no sub certificate necessary as long as you keep your PEL renewed and registered with ROE 53.
- If subbing solely for the district from which you retired, ISBE Legal still recommends updating your file (health and fingerprint). Many, if not all long-term veteran teachers, have never been fingerprinted nor had a physical in many years. It is considered a change in employment and should be updated.

#### \*\*Important Applicant Responsibilities\*\*

- Take original physical/statement of good health from an appropriately licensed physician to each district so the district can make a copy of your originals for their files
- Take original state and federal fingerprint results to each district so district can make a copy of your originals for their files
- Complete the ROE 53 Substitute Teacher Registration form to be on the sub list distributed to districts
- · Register with the ROE 53 region through your ELIS account
- Complete all requirements for licensure (PEL for teachers or ELS those without teacher licensure) outlined by code/law
- Maintain licensure registration and renewal

#### For more questions or information, contact the Regional Office of Education at 309-477-2290 or...

- Laura Varichak <u>lvarichak@roe53.net</u>
- Angie Chism achism@roe53.net

## www.roe53.net

STUDENT/FAMILY SERVICES

EDUCATOR SERVICES

Additional Services

District Sublist (07/11/2016 Update)

ROE 53 Safe School & Academy

Truancy

Homeless Education

**GED & Testing** 

**Work Permits** 

Homeschooling Information

Other Educational Agencies

Immunization/Physicals Info & Requirements

Regional Board of School Trustees

\*NEW\*

Professional Development

**Educator Testing** 

Licensure

Substitutes

Parapro Testing \*NEW INFO\*

RtT Network

Educator Employment

**Foundational Services** 

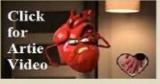
Illinois Learning Standards

**Teaching Resources** 

Assessment Updates - TMSEA

Coaching Certification & Requirements

Illinois Heart Rescue Training Videos



Extra: CPR Rap Video

School CPR Kit Reservation Request

District Compliance

Health/Life Safety \*NEW INFO\*

**Bus Training Schedule & Transport Guides** 

Fingerprinting

ISBE Registration/Enrollment Guidance

PERA

# **ROE #53**

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