**Section 25.432 Short-Term Approval for School Support Personnel**

Subject to the provisions of this Section, an individual holding an active and current professional license issued by the Department of Financial and Professional Regulation or a national certification board, as approved by the State Board of Education, related to the approval area sought, may receive short-term approval for assignment in a position in which the individual does not hold necessary qualifications.

a) Applicability

1) The short-term approvals described in this Section shall be available for application until June 30, 2026.

2) The short-term approval shall be available in situations in which the employing entity's need for short-term authorization has arisen due to the unforeseen departure of an employee who was fully qualified for the assignment in question.

3) Participation in the development and implementation of individualized education programs (IEPs) must be overseen by the State-approved director of special education or designee.

b) Application Procedures and Validity

1) An individual seeking short-term approval under this Section shall submit an application in ELIS.

2) The application for short-term approval shall be approved by the State Board if the applicant provides proof of meeting the following requirements:

A) Holds a master's degree or higher in the approval area sought (approvals for school nurse shall require a bachelor's degree or higher) from a regionally-accredited institution of higher education;

B) Holds State or national licensure (see subsection (d));

C) Provides an assurance, signed by the hiring district, of the supervision the individual will receive from an individual in the school of assignment who holds a PEL endorsed for director of special education, principal, superintendent, or general administration;

D) Provides evidence of passing the required content test pursuant to Section 25.720; and

E) Provides the assurances specified under subsection (b)(4).

3) Acquisition of the Professional Educator License

Individuals who work as school support personnel on the short-term approval shall receive the PEL upon approval expiration if the following requirements are met:

A) The individual files an application for the PEL in the ELIS prior to the approval expiring; and

B) The individual provides evidence of completing the requirements of Section 25.25 and Subpart D as applicable to the endorsement sought.

4) Filing of Information by School Districts

The employing entity hiring an individual under this Section shall file the following with the regional superintendent in a format designed by the State Superintendent:

A) a description of the vacant position, including the subject area and the grade level;

B) a description of the entity's inability to fill the position with a fully qualified individual;

C) a statement of assurance that the employing entity has not honorably discharged anyone in the past year who was fully qualified for the position;

D) a statement of assurance that the district will provide the educator to be employed with mentoring and high-quality professional development each year in the subject area of the approval; and

E) verification of enrollment or intent to enroll in coursework required as part of a State-approved educator preparation program, signed by the applicant.

c) Validity

1) Short-term approvals issued pursuant to this Section shall expire on June 30 immediately following the third full fiscal year after the approval was issued and shall not be renewed.

2) Prior to expiration of the approval, individuals must apply for and receive the applicable endorsement or the PEL to continue teaching in the assigned area.

d) Applicability of Professional Licensure and National Certification

1) The following national certifications, as applicable to the approval area sought, shall be used to meet the certification required by this Section:

A) Nationally Certified School Psychologist from the National School Psychologist Certification Board, 4340 East-West Highway, Suite 402, Bethesda, MD 20814; https://nasponline.org/standards-and-certification/national-certification;

B) Nationally Certified School Nurse from the National Board for Certification of School Nurses, 1120 Route 73, Suite 200, Mt. Laurel, NJ 08054; https://www.nbcsn.org/ncsn/certification/certification-procedures;

C) Nationally Certified Counselor from the National Board for Certified Counselors, 3 Terrace Way, Greensboro, NC 27403; https://www.nbcc.org/certification; or

D) Certified School Social Work Specialist (C-SSWS) from the National Association of Social Workers, 750 First Street, NE, Suite 800, Washington, DC 20002; https://www.socialworkers.org/Careers/Credentials/Apply-for-NASW-Social-Work-Credentials/Certified-School-Social-Work-Specialist.

2) The following professional licenses issued by the Department of Financial and Professional Regulation, as applicable to the approval area sought, shall be used to meet the certification required by this Section:

A) for a school counselor, a license issued under the Professional Counselor and Clinical Professional Counselor Licensing and Practice Act [225 ILCS 107];

B) for a marriage and family therapist, a license issued under the Marriage and Family Therapist Licensing Act [225 ILCS 55];

C) for a school psychologist, a license issued under the Clinical Psychologist Licensing Act [225 ILCS 15];

D) for a school nurse, a license issued under the Nurse Practice Act [225 ILCS 65] for a registered professional nurse;

E) for a school social worker, a license issued under the Clinical Social Work and Social Work Practice Act [225 ILCS 20]; and

F) for a speech language pathologist clinical fellow (SLP-CF), evidence of an application or receipt of a temporary or permanent license issued under the Speech-Language Pathology and Audiology Practice Act [225 ILCS 110].

e) Each regional superintendent overseeing the entity that employs an individual seeking a position under this Section shall upload the information specified in subsection (b), on a form supplied by the State Superintendent, into the ELIS account of the applicant prior to the State Superintendent issuing the application.

(Source: Amended at 47 Ill. Reg. 5954, effective April 11, 2023)