



JODI L. SCOTT

Regional Superintendent of Schools

LORI LOVING

Asst. Regional Superintendent of Schools

PROFESSIONAL DEVELOPMENT ROLL-OVER -- LICENSE RENEWAL

Educators who require professional development (PD) hours in order to renew their license are educators who hold a Professional Educator License endorsed in teaching, school support personnel, or administration; an Educator License with Stipulations for Chief School Business Official; and an Educator License with Stipulations for Career and Technical Education.

These educators are allowed to roll-over unused PD hours completed between April 1 and June 30 of the final year of their renewal cycle and count it toward their next renewal cycle. In order to make sure this roll-over PD is accurately recorded, the educator **should not** record it in ELIS until **after** July 1 of the new renewal cycle.

When recording the roll-over PD after July 1 of the new renewal cycle, the educator should use July 1 of the new renewal cycle as the completion date of the PD activity and mark in the notes section the correct completion date of the activity.

For more information, please call the Regional Office of Education at 309-734-6822 and ask for Brittany Stegall, or email her at bstegall@roe33.net.