



Teacher Evaluator Training Requirements

IPA provides ISBE-required Administrator Academies for individuals to earn their initial teacher and/or principal evaluator designation. Earned evaluator designations appear on an Illinois educator's Professional Educator License (PEL).

Initial Teacher Evaluator Designation

Requirements	Timeline
- Illinois Performance Evaluation - Teacher Evaluation Training (AA #2001) — two-day training - Pass the post-assessment administered at the end of the second day with a score of 70% or higher	Valid through the end of the subsequent licensure cycle in which the designation was earned.

Renewing the Teacher Evaluator Designation

Requirements	Timeline
Two retraining courses (AA #1448, AA #1451, AA #1452, AA #1801, AA #3000 or AA #4114)	Must be taken in the subsequent licensure cycles following the cycle in which the initial teacher evaluator designation was earned.



Principal Evaluator Training Requirements

IPA provides ISBE-required Administrator Academies for individuals to earn their initial teacher and/or principal evaluator designation. Earned evaluator designations appear on an Illinois educator's Professional Educator License (PEL).

Initial Principal Evaluator Designation

Requirements	Timeline
• Evaluator Initial Training and Retraining for Principals and Assistant Principals (AA #4050) – two-day face-to-face training. • Complete the Application/Dissemination Plan at the end of the second day	Valid through the end of the subsequent licensure cycle in which the designation was earned.

Renewing the Principal Evaluator Designation

Requirements	Timeline
• Evaluator Initial Training and Retraining for Principals and Assistant Principals (AA #4050) – two-day face-to-face training.	Must be taken in the subsequent licensure cycles following the cycle in which the initial principal evaluator designation was earned.

FAQs

If my teacher evaluator designation lapses, how do I reinstate it?

Once you complete retraining on teacher practice and student growth, your designation will be reinstated.

If my principal evaluator designation lapses, how do I reinstate it?

Upon completion of AA #4050, your designation will be reinstated.

Is my evaluator designation valid for five years from the date it was earned or is it aligned to my licensure cycle? Once completed, your evaluator designation follows your licensure cycle. The designation is good for the cycle in which it was earned and for the next subsequent five-year cycle. However, during that subsequent five-year cycle, you must complete the retraining courses to ensure the designation continues to remain valid.

If I complete a retraining during the same licensure cycle in which I completed the initial training, can the retraining be counted toward my next licensure cycle? No. You cannot “bank” or save the retraining for another licensure cycle. Completion of a retraining course during the licensure cycle in which you earned your initial evaluator designation will count toward your annual AA credit (if applicable) or PD credit only.

What if I don’t intend to use the School Leader Evaluation Plan presented in AA #4050? No district is required to adopt the School Leader Evaluation Plan. However, the plan will serve as the framework used to train individuals to effectively evaluate school leaders.

Teacher Evaluators (delivered online)	
Initial Training	Retraining
AA #2001 (two days)	Two retraining courses AA #1448, #1451, #1452, #1801, #3000 or #4114

Principal Evaluators (delivered face-to-face)	
Initial Training	Retraining
AA #4050 (two days)	AA #4050 (two days – principal practice and student growth)