Goal: To prepare collaborative, competent, fiscally-responsible, legally-literate, ethical, educational leaders (Business Managers) for Illinois public school districts.

The Educational Leadership program at Springfield is offering a newly developed and revised Chief School Business Official (CSBO) program designed to meet current and new standards at both the national and state levels. The UIS campus and the Illinois State Board of Education have approved the proposed EDL program’s courses that will lead to a Chief School Business Official. Endorsement candidates will take 34 hours of EDL graduate courses needed for a Chief School Business Official endorsement. This will allow candidates to be chief school business officials after they have passed the state standards-based certification test and completed two (2) years of business management experience.

The Chief School Business Official endorsement is designed to prepare Illinois educators for advanced study and preparation in the organization and administration of the management of fiscal, physical, and human resources of a public school district in Illinois. Courses are appropriate for candidates who are currently employed as building principals, State Board of Education personnel, and central administrative staff. Courses include a carefully planned set of standards-based experiences designed to develop knowledge, skills, and dispositions necessary to meet candidates’ needs and interests in the area of Chief School Business Official endorsement.

The Chief School Business Official (CSBO) endorsement is a hybrid model of delivery, which requires the completion of 34 semester hours of coursework in an online and on-campus delivery system, which includes 28 hours of EDL course and three semesters (two credit hours each) of clinical experiences. Academic content for the sequence includes the following courses:

- EDL 579 Collective & Internet-based Bargaining 2 hrs.
- EDL 582 Political Action and Advocacy 2 hrs.
- EDL 603 Advanced Seminar on Law and Public Policy 4 hrs.
- EDL 612 Management of Educational Funds and Facilities 4 hrs.
- EDL 621 Superintendent and Central Staff/Personnel Management 4 hrs.
- EDL 626 Clinical Experiences/Internship I 2 hrs.
- EDL 627 Clinical Experiences/Internship II 2 hrs.
- EDL 628 Clinical Experiences/Internship III 2 hrs.
- EDL 635 Organizational Theory and Leadership 4 hrs.
- EDL 640 Business Application Revenues 4 hrs.
- EDL 645 Business Applications Expenditures 4 hrs.

[*Note: if students are lacking in fundamentals because their master’s degree was not in education (research or curriculum) they may be asked to make up for these deficiencies by taking an MTL online course in research or curriculum development or both.]*
The Faculty
The UIS Educational Leadership faculty members were selected as a result of intensive national searches, designed to hire the best possible faculty to teach in the Chief School Business Official Certificate Programs, as well as, be able to participate as productive and qualified members in both the Administrative Leadership and Teacher Leadership degree areas in the EDL Program. As individuals and program faculty, the EDL faculty possesses the knowledge, skills, dispositions and experience necessary for a quality educational leadership program at this level.

Dr. Scott Day, Ed.D., Chair
Associate Professor
Dr. Leonard Bogle, Ed.D.
Assistant Professor
Dr. Donald Kussmaul, Ed.D.
Visiting Assistant Professor
Dr. Matthew Lane, Ed.D.
Assistant Professor
Dr. Daniel Matthews, PhD.
Associate Professor
Dr. William Phillips, Ed.D.
Associate Professor
Dr. Karen Swan, Ed.D.
James J. Stukel Distinguished Professor
Dr. David Turner, Ed.D.
Clinical Assistant Professor
Brian Schwartz, J.D.
Adjunct Professor

Admission Information
To be considered for acceptance into the Chief School Business Official program, a candidate must:

- Complete a UIS Graduate Application for Admission form, found online at: www.uis.edu/admissions/gradapply
- Arrange to have copies of official transcripts from each degree institution where undergraduate, graduate & non-degree credit was earned sent directly to the Office of Admissions.

Program Application Requirements and Process
Acceptance into the Chief School Business Official program is competitive. To be considered for acceptance in the program, applicants must:

- Have at least a 3.0 GPA on a 4.0 scale
- Submit a completed EDL Chief School Business Official Application form directly to the EDL program
- Submit a completed EDL Personal Data Form to EDL program
- Submit a current resume to the EDL program
- Submit Graduate Record Examination (GRE) test results and written portion of exam, offered at any local Sylvan Learning Center to Admissions
- Submit to the EDL program a sample of your academic or professional writing
- Arrange to have three educational and/or professional references be completed and sent directly to the EDL program

Cohort Concept
The cohort concept focuses on the development of each student, group skills, and enhancement of group learning opportunities. The intent and expectation is for all students to proceed together throughout the Chief School Business Official program.