Message from State Superintendent Randy J. Dunn

Good afternoon, as I write this from the Chicago office today.

I beg your indulgence for one more Weekly Message opener related to Katrina. As always, for updated information regarding the response of ISBE and others to Hurricane Katrina, please view our website, http://www.isbe.net/katrina/default.htm. In future weeks, we’ll continue to call your attention in the Weekly to additions we make to our Katrina website. For this week, though, let me directly pass on the following information. My thanks again to Darren Reisberg in Legal who is coordinating the ISBE response across our Divisions.

Impact Aid from the United States Department of Education
As you may already be aware, the U.S. Department of Education (USDE) is proposing up to $2.6 billion in funding for elementary, secondary and post-secondary relief related to Hurricane Katrina. Below is a summary of the Funding Proposal, http://hurricanehelpforschools.gov/0916-factsheet.html:

- **Assistance for Schools**
  USDE would make available $1.9 billion in funding to school districts, including charter schools, enrolling at least 10 displaced children. The funding would reimburse districts for the unexpected cost of educating these new children for the 2005-06 year. The funding would be granted to districts based on the number of displaced students enrolled multiplied by up to 90 percent of the state’s average per pupil expenditure for education, with a maximum annual payment of $7,500 per child (the funding would be distributed quarterly and subject to appropriate financial accountability measures).

- **Meeting Needs for All Students**
  In recognition of the fact that many families who have been displaced have already chosen to enroll their children in private schools, USDE is proposing up to $488 million to compensate families for the costs associated with attending these private schools. This emergency compensation would be in an amount up to 90 percent of the state’s average per pupil expenditure through the 2005-06 school year, with a maximum annual payment of $7,500 per child (and subject to appropriate financial accountability measures). If you have any questions regarding USDE’s funding proposal, please contact Darren Reisberg, ISBE’s Deputy General Counsel at 312-814-2223.

- **Reimbursement from the Federal Emergency Management Agency**
  Because President Bush declared a state of emergency in all 102 counties in Illinois on September 7, 2005, the Federal Emergency Management Agency (FEMA) is able to make available funding under the Public Assistance Program to reimburse applicant organizations (such as school districts) for certain eligible costs incurred for the evacuation and sheltering of Hurricane Katrina evacuees.

  Assistance is available to fund lease or procurement of facilities (i.e., portable classrooms) with support services necessary to accommodate the additional students if space is not available at a local school district. Any increased transportation costs would also be an eligible expense.

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The Illinois Emergency Management Agency has scheduled Applicant Briefings around the state to provide information to providers including school districts that are providing services to Katrina evacuees. Providers must have incurred $1,000 or more in costs before a Project Worksheet (PW) will be written.

- **Briefing #1 - Wednesday, September 21, 2005, 1:30 p.m.**
  Chicago OEMC, Room 154 1411 W. Madison Street, Chicago, IL
  (Enter off Laflin Avenue south of Madison Street. Identification is required for entry.)

- **Briefing #2 Thursday, September 22, 2005 - 10:30 a.m.**
  Rockford Airport Auditorium, 60 Airport Drive, Rockford, IL 61109
  (The auditorium is on the west side of airport.)

- **Briefing #3 Friday, September 23, 2005 - 11 a.m.**
  Alton Fire House #1 333 East 20th Street, Alton, Illinois

- **Briefing #4 Monday, September 26, 2005, 10 am**
  Location to be determined in Peoria, Illinois.

- **Briefing #5 – Monday, September 26, 2005, 3 pm**
  Location to be determined in Springfield, Illinois.

- **Briefing #6 – Tuesday, September 27, 2005 – 10:30 a.m.**
  Adams County Courthouse Department of Public Health, Sixth and Vermont Streets, Quincy, Illinois
  (Enter on the Sixth Street side of Courthouse.)

Direct questions regarding FEMA reimbursement to Curtis Caldwell, Manager, Mitigation and Infrastructure Section, IEMA at 217-782-8719 or Darren Reisberg at 312-814-2223.

**Where to Send Student Supply Kits and Other School Supplies**

We know and are extremely proud of the fact that many of you have put together student supply kits to help assist the children affected by Hurricane Katrina. In a conference call meeting of the state school chiefs last week (including those from Louisiana, Mississippi, and Alabama—as well as Secretary Spellings), it was determined that the best, most workable approach would be to have supply kits sent directly to the impacted areas. The particular state information we have received to date is shown below. We are hopeful that the following information will help facilitate the matching of your donations to those in need. If you encounter difficulties here, please let us know through a call or email to Darren—we will do what we can to assist in this regard.

- **Mississippi**
  Mississippi is still identifying each of its affected district's needs so that it can match each need with the appropriate offering. This will be ongoing as Mississippi receives additional requests from affected school districts. Donors seeking to offer assistance to affected Mississippi schools should visit the Mississippi Department of Education’s website (http://www.mde.k12.ms.us/Katrina/) and focus on the section entitled “How Can I Help?” For more information, donors may also contact Bill Welch, 601-359-1028 bwelch@mde.k12.ms.us or Dennis Meador, 601-359-1028 dmeador@mde.k12.ms.us.

- **Louisiana**
  Those wanting to offer help, assistance, school supplies or monetary donations for the children of Louisiana should email the Louisiana Department of Education at customerservice@la.gov.

**U.S. Department of Education, Office of the Secretary’s Regional Representative**

This office of USDE has been designated as the national center for matching schools absorbing Katrina evacuees with schools and other organizations offering to donate supplies and other resources for those students listed at http://hurricanehelpforschools.gov/index.html. If you have difficulty accessing the site, please contact Julie Ewart, Public Affairs Specialist, 312-886-8217, Julie.Ewart@ed.gov.

And as I always say, have a great week.

Randy Dunn
School Business and Support

**Limitation of administrative costs worksheet**

Section 17-1.5 (Limitation of Administrative Costs) of the School Code requires school districts to limit the growth of “administrative” expenditures to a maximum of five percent from one fiscal year to the next. The provisions of Section 17-1.5 took effect July 1998.

The Limitation of Administrative Costs Worksheet must be completed and returned to the School Business and Support Services Division by November 15, 2005.

School districts with administrative expenditures per pupil in the 25th percentile or below (last quartile) that wish to waive the administrative cap via a school board resolution must:

1. Publish notice of a public hearing
2. Conduct a public hearing
3. Have an appropriate waiver resolution approved by the affirmative vote of at least two-thirds of the members of the school board
4. File a copy of such resolution with the State Board of Education within 45 days of approval

The Limitation of Administrative Costs Worksheet, quartile rankings for all school districts, and a sample waiver resolution for qualifying districts can be accessed at [www.isbe.net/sfms/AdminCaps/AdminCaps.htm](http://www.isbe.net/sfms/AdminCaps/Admin Caps.htm).


If you have any questions, feel free to contact Michelle Heninger at 217/785-8779 or e-mail at mheninger@isbe.net.

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Curriculum and Instruction

**FY’05 final project report date extension**

The FY03 – FY05 Title IID formula grant final report deadline has been extended to October 28, 2005. The report can be found online at [http://www.isbe.net/curriculum/elearning/html/nclb_titleIID_tech.htm](http://www.isbe.net/curriculum/elearning/html/nclb_titleIID_tech.htm) under the Formula Grant FY05 Heading. The report can be filled out online in either the Word Template OR the PDF format and mailed to ISBE. If you have any questions, please contact Jamey Baiter at 217/557-7323 or jbaiter@isbe.net.

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External Assurance

The Fiscal Year (FY) 2006 Supplemental Educational Services Per Pupil Expenditure Report is posted at [http://www.isbe.net/nclb/pdfs/ ses_amounts.pdf](http://www.isbe.net/nclb/pdfs/ ses_amounts.pdf). This table lists the Title I allocation for each district, the most recent poverty-plus-foster children count, and the per pupil expenditure rate based on those two numbers. The funds expended for Supplemental Educational Services (SES) offered through a set aside in a district’s Title I allocation must be the lesser of either this per pupil expenditure rate or the actual cost of SES received by each child.

Questions about the computation of this rate should be directed to Jacqui Hayes in the Funding and Disbursements Division 217-782-2499 while questions about the programmatic use of the rate should be directed to Gary Greene in External Assurance at 217-782-7970.

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Kudos

**Burroughs Award nominations**

The State Board of Education invites nominations for the 2006 Thomas Lay Burroughs Award for the State’s Outstanding School Board President.

This award was created in 1991 in memory of the late ISBE chairman and is presented each November at the IASB/IASA/IASBO conference in Chicago. This year, the conference will be held on November 18-20 and the award will be presented Sunday morning, November 20.
Professional Development

Opportunities and challenges in educating refugee children conference

The Illinois State Board of Education in partnership with the Chicago Public Schools and the Illinois Department of Human Services is sponsoring the second annual Opportunities and Challenges in Educating Refugee Children Conference on October 17 and 18, 2005, at the Holiday Inn City Center, Chicago. This conference is appropriate for school administrators, English as a Second Language (ESL), bilingual and general education teachers and counselors who work with refugee children. Many of the issues addressed are also relevant for teachers working with non-refugee English Language Learner (ELL) immigrant students.

The conference will focus on academic and socialization issues in working with refugee students as they adapt to the American classroom experience. Presentations address the needs of the newest arrivals (Somali Bantu, Liberian, Hmong and Meshketian Turk students and their parents) as well as continuing needs of other refugee students.


For more information, please contact Sherry Johnson, Principal Consultant at sjohnson@isbe.net or at 312-814-3850.

NAMI Illinois Conference

The Illinois Chapter of the National Alliance on Mental Illness (NAMI Illinois) will hold its annual conference October 14 through 16 in Springfield. This year’s conference, Hope in a Changing World, offers continuing education unit credits (CEUs) for social workers. The conference agenda is available at: http://il.nami.org/Conference%20Agenda.doc.

Data Analysis

Enrollment data on Katrina evacuees

As we noted last week, ISBE has had several inquiries from the United States Department of Education (USDE) and others on the number of students who have been displaced by Hurricane Katrina and are enrolling in Illinois Schools. As a result, ISBE is in the process of collecting enrollment data on these students from each public school district and each nonpublic school via IWAS. Thank you to all of the districts that have submitted such information via IWAS. We ask that you continue to update such information as often as possible. Since there is a potential for these data to be used for such purposes as supplemental funds/resources we request that you provide the actual count of students. Please do not provide estimates.

Additionally, ISBE has received inquiries regarding numbers of staff that have been displaced by Hurricane Katrina and hired by Illinois Schools. As a result, we ask that you please send information as to any such staff (including, if possible, name, state of origin, date of birth, social security number, and type of provisional certificate or permit) to Steve Scaife at ISBE at sscaife@isbe.net.

If you have questions about the data collection effort, please contact Dr. Connie Wise, Data Analysis and Progress Reporting at 217-782-3950.

Upcoming data submittal deadlines

- **Reduction in Force Survey (86-28)**
  - Mail Out: September 15
  - Due Date: October 31
- **Fall Housing/Enrollment Report (87-03)**
  - Opens: September 30
  - Due Date: October 31
- **Unfilled Positions Survey (87-07)**
  - Opens: October 1
  - Due Date: November 15
- **Non-Public Registration (87-01)**
  - Open: October 1
  - Due Date: October 31
- **Immunization Survey (70-01)**
  - Opens: October 15
  - Due Date: November 15

NCLB

Suggestions for parental notification

ISBE has created several letters to district superintendents and some sample letters to use to ensure the “parents’ right to know” specific information. Another sample letter has been developed for districts’ use if or as they need to inform parents that particular teachers are not “highly qualified” for their assignments, as required by NCLB. That letter has been posted on the NCLB portion of ISBE’s web site: www.isbe.net/nclb.

Supplemental Education Services Provider cost reports

At its June 2005 meeting, the Illinois State Board of Education adopted rules requiring Supplemental Educational Services providers to report and establish their actual cost of services. Federal law limits the per-child amount an SES provider can charge to the lesser of: (a) the district’s per-child allocation under Part A of Title I; or (b) the actual cost of the services. The actual cost information should be used by districts when entering into contracts for the 2005-06 school year, and when providing information to parents about a provider’s services.

Under the rules adopted by ISBE, costs must be reported in the following categories:

1. direct program expenses;
2. occupancy expenses;
3. curriculum and training expenses; and
4. administrative and general expenses.

Providers were required to report their actual cost of services for the 2004-05 school year, and estimate their actual cost of services for inclusion in SES agreements with districts for the 2005-06 school year.

The information submitted by providers is available at:

Grant and Scholarship opportunities

National FFA Convention one-day attendance grants

The National Future Farmers of America (FFA) Convention is an opportunity to think about what they need to be successful in the upcoming school year and beyond. This year’s convention takes it theme, “Living to Serve,” from the FFA motto and asks attendees to think not only about what it takes to be personally successful, but also what skills are needed to help build successful communities.

As more than 50,000 members and guests pack Freedom Hall, the National FFA Organization will bring exciting motivational speakers, special guests, and award presentations that will inspire members to make a difference in the lives of those who surround them back home. There will also be opportunities to visit over 1300 booths and explore paths to an exciting and rewarding career along with leadership and career development workshops, all designed to give students the skills they need to excel in school, in FFA and in life!

The National Association of Secondary School Principals (NASSP) has placed this program on its National Advisory List of Student Contests and Activities for 2005-2006.

Through the agency's Facilitating Coordination in Agricultural Education (FCAE) initiative ISBE is making available a one day trip to the National FFA Convention for schools interested in starting agricultural education programs or for those schools district's per-pupil contract amount will be the lesser of (i) the total amount reported by the provider under Section II, 2005-06 Actual Cost Estimates; or (ii) the district’s per-child allocation under Part A of Title I. Please refer to ISBE's SES Toolkit for a sample contract that addresses the actual cost reporting requirement http://www.isbe.net/nclb/htmls/sesp.htm.

Direct questions about ISBE's SES cost reporting requirements to Gary Greene, ISBE External Assurance Division, at 217-782-7970 or ggreene@isbe.net.
that have just instituted a new agricultural education program.

Up to six individuals from a school district that is considering starting an Agriculture Program or has started an Agriculture Program within the past five years can apply for this grant. Attendees may include administrators, guidance counselors, school board members, community leaders, and students (no more than three). If space permits, grants will be opened up for schools with Agriculture Programs and county agricultural awareness coordinators. Please visit www.isbe.net/career/html/cte_ag_ed.htm for the registration form and more information. Registrations must be completed and returned by September 30.

**William T. Grant Foundation**

In July of 2005, the William T. Grant Foundation issued a Request for Proposals (RFP) to support intervention research to improve youth-serving organizations, such as schools and community-based organizations.

The focus is on improving social settings involving structures, processes and programs. Some examples of these settings include physical arrangements of organizational space, social norms regarding aggression in classrooms, the quality, content and structure of interactions between youth and adults in youth programs, and the availability of significant and meaningful roles for youth within schools and community-based organizations. To accomplish this, the Foundation will support intervention studies that aim to promote youth development by focusing on youth-serving organizations.

The RFP is available online at: http://www.wtgrantfoundation.org/usr_doc/RFPforInterventionResearchtoImproveYouthServingOrgs.doc Letters of Intent are due on October 17, 2005 with full proposals due February 16, 2005.

**The Joyce Foundation**

The Joyce Foundation supports efforts to ensure that all Midwest children receive an education that prepares them for lives as thoughtful and productive citizens. In particular, the Education Program works to close the achievement gap that separates low-income and minority children from their peers by expanding their access to educational opportunities in early childhood, improving the quality of teachers they encounter in school, and exploring such innovations as small schools and charter schools.

For more information, go to The Joyce Foundation web site at: http://www.joycefdn.org/seekingagrant/seekingmain-fs.html. The deadline is December 12, 2005

**Deadline approaching for U.S. Senate youth program**

In mid-August a brochure and application to each private and public high school principal announcing the 44th Annual United States Senate Youth Program sponsored each year by the William Randolph Hearst Foundation. The two student winners of the competition representing Illinois will spend an “all-expenses-paid” week-long educational experience in Washington, D.C., this spring. Each will also receive a $5,000 college scholarship. The deadline for receiving student applications in this office is the close of business October 4, 2005. For immediate details, please visit our web page at the link below or call Dr. Richard Walker at 217/524-4832. www.isbe.net/sos/htmls/hearst.htm

**Legal**

**Guidance document online for new High School Graduation requirements**

ISBE has developed a guidance document for implementation of the new High School Graduation Requirements. The guidance document is available on the Resources for Administrators page on the ISBE web site or directly at: http://www.isbe.net/news/pdf/grad_require.pdf.

**Funding and Disbursements**

**Deadline extended for school bus driver “S” endorsement**

The Illinois Secretary of State (ISOS) has notified ISBE that the federal requirement for school bus drivers to obtain the new “S” endorsement on their commercial drivers license (CDL) has been extended from September 30, 2005 to September 30, 2006. ISBE joins with ISOS to encourage all districts and
companies to continue having their school bus drivers fulfill this requirement as soon as possible.

CDL holders requiring the new “S” endorsement may go to www.cyberdriveillinois.com to locate the nearest drivers’ license facility to add the ‘S’ endorsement to their driver’s license through September 30, 2005. Select “Departments”, choose “Driver Services”, click on “Find the Nearest Drivers License Facility”. CDL holders may go to any facility listed on the website EXCEPT in the Chicago and Vicinity Area. In that area of 28 facilities, they may ONLY go to Elk Grove Village, South Holland, West Chicago, Libertyville or Plano.

As of October 1, 2005, school bus drivers may obtain the “S” endorsement ONLY at CDL facilities. If you have questions about the “S” endorsement please contact the Illinois Secretary of State Safe Ride Section at 217-782-7674, Monday thru Friday from 8 a.m. to 3 p.m.

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**External Vacancy List**

Please visit [http://www.isbe.net/hr/pdf/VL05-24.pdf](http://www.isbe.net/hr/pdf/VL05-24.pdf) to view a list of vacancies at the Illinois State Board of Education. Please note that at the end of this list there is also a link to our ongoing vacancy list.

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**In the News**

**Weekly news clips**