



Weekly Message

Oct. 13, 2009

Message From State Superintendent Christopher A. Koch

Fall is here, which means the cold and flu season is upon us. Last week we had at least two districts and one private school shut down due to H1N1 or seasonal flu. I encourage you to take this time to review your districts' procedures in dealing with the widespread outbreaks of illnesses among students and staff. In addition, please make sure you reach out to your local health authorities if you have not done so and make sure the lines of communication between your districts and schools and health professionals are open.

I would also encourage you to review the materials posted on our H1N1 resource page <http://www.isbe.net/htmls/H1N1.htm>. There is a variety of material available that will assist you and your staff as you deal with this year's flu season and the challenges posed by H1N1. We have resources from state and federal health agencies, as well as sample pieces you can use when communicating with your communities.

We are asking each district to assign an individual at the district level who will be responsible for promptly entering information about the occurrence of school dismissals into the U.S. Centers for Disease Control and Prevention Web-based monitoring system at <http://www.cdc.gov/FluSchoolDismissal>. Please take some time and report that person's name and contact information to Jeff Aranowski by e-mail at jaranows@isbe.net or by fax to at 312-814-8190.

I have heard some of you asking how your district can apply for Race to the Top funds. The final application for the RT3 has not yet been released by ED, so there is no clear guidance on how states will distribute RT3 funds to districts. However, it appears that in order to obtain funding, districts must commit to the reforms identified in the state's plan. We continue to work with stakeholder groups in shaping what will become Illinois' application. Once ED releases the final application, we will have more information that we can share with you on this topic.

ED also released information on the Investing in Innovation Fund this week, which is separate from RT3. Local districts will be eligible to compete for this \$650 million. The i3 Fund is targeted to, "expand the implementation of, and investment in, innovative and evidence-based practices, programs and strategies." ED just released draft criteria for comment this week and anticipates accepting applications in early 2010. You can find more information about the i3 fund at <http://edocket.access.gpo.gov/2009/pdf/E9-24387.pdf>. Comments are due Nov. 9.

The State Board of Education is also working to provide you with additional lines of communication and access to information. We have created accounts on Twitter and Facebook that will provide you with updated information. These social networking sites are gaining in popularity for sharing information in a timely manner.

We will use the networking sites in addition to our existing communications tools, driving traffic to our Web site through notices posted on both our Twitter and Facebook pages. I would also envision these being used as a practical way to send short reminders to the field about key dates and reports that may be due. I encourage you to take a look at

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our profiles and consider adding us as friends/followers. On Twitter, we are located at <http://twitter.com/ISBNews> and on Facebook, we are located at <http://www.facebook.com/pages/Illinois-State-Board-of-Education/136022251779?ref=mf>.

Finally, next Friday, Oct. 23, is Principal Appreciation Day. If you are a principal serving in one of our schools, you have one of the toughest jobs someone could ever love. I offer my sincere appreciation and also congratulations to you.

If you are not a principal, I encourage you to reach out to one and let them know you appreciate their hard work.

Chris

Upcoming Dates and Deadlines

- **Deadline for submitting the 2009 Reduction in Force Survey** – Oct. 15
- **FY 2011 Budget Hearing in Peoria County** – Oct. 19
- **FY 2011 Budget Hearing in Chicago** – Oct. 21
- **Principal Appreciation Day** – Oct. 23
- **Those Who Excel/Illinois Teacher of the Year Banquet in Peoria** – Oct. 24
- **Part 100 (Requirements for Accounting, Budgeting, Financial Reporting and Auditing):** Public comment period ends Oct. 26
- **Annual Superintendents' Conference in Springfield** – Oct. 27-28
- **FY 2011 Budget Hearing in Springfield** – Oct. 28
- **School District's Adopted Budget due at ISBE** – Oct. 30
- **Illinois Dropout Prevention Summit** – Nov. 4
- **FY 2011 Budget Hearing in Wheeling** – Nov. 5
- **Annual Statewide Transition Conference** – Nov. 8-10
- **2009-10 Health and Immunization Collection deadline** – Nov. 16
- **Limitation of Administrative Costs Worksheet deadline** – Nov. 16
- **Annual Financial Report due at ISBE** – Nov. 16 (excluding those granted extensions due Dec. 15)
- **FY 2011 Budget Hearing in Mundelein** – Dec. 9
- **Postmark deadline for waiver applications to be considered by the General Assembly in Spring 2010** – Jan. 8
- **2009-10 Eye Examination Data Collection deadline** – June 30

Funding and Disbursement Services

Final FY10 Allocations Available for NCLB Consolidated Application

Final FY10 Title I and Title IID allocations for all eligible local education agencies (LEAs) are complete and summarized at http://www.isbe.net/funding/pdf/nclb_allocations10.pdf.

This spreadsheet also includes the LEA allocations for Title IIA and Title IV, which have not changed.

The allocations are also available on the NCLB Consolidated Grant Application allotment page for each LEA in the electronic Grants Management System.

Final FY10 Title I allocations for all LEAs are complete and can be accessed at http://www.isbe.net/funding/pdf/title_I_proj_fy10.pdf.

ARRA – Title I allocations have not changed and represent the Final ARRA – Title I allocations, which can be found at http://www.isbe.net/funding/pdf/title_I_arra_prelim_fy10.pdf.

Title I funding is based on LEA eligibility for the four statutory formulas – Basic, Concentration, Targeted and Education Finance Incentive Grants; and on a variable hold harmless. Based on the data from the U.S. Department of Education, many LEAs were held harmless at 100 percent of their FY09 allocation for Title I. Therefore, the final allocations found at

http://www.isbe.net/funding/pdf/nclb_allocations10.pdf
replace the earlier projected allocations.

If you have already received ISBE approval for your NCLB Consolidated Application, you can amend your application for the changes in allocation. Carryover funds may also be available to your district if your final FY09 expenditure reports have been submitted. If you have not yet applied, (NOTE: The latest date for original submission for NCLB and ARRA-NCLB is Nov. 2, 2009) or your application is still within the approval process at the district level, you may apply for your additional funds at this time.

Questions regarding the Title I, IIA, and IV programs should be directed to staff in the Grants and Programs Division at (217) 524-4832.

For questions about the Title IID Technology – Enhancing Education Through Technology formula grants, contact Kathy Barnhart in the Division of Curriculum and Instruction at (217) 557-7323 or kbarnhar@isbe.net.

Final FY 2010 General State Aid and Hold Harmless Calculations

Final General State Aid (GSA) and Hold Harmless (HH) Entitlement calculations are available via the GSA Inquiry, which can be accessed at <http://webprod1.isbe.net/gsainquiry/asp/default.asp>. Due to the uncertainty as to when GSA payments will be paid with the ARRA Stabilization funds later this year, the balance of the payments will not be loaded in the Financial Reimbursement Information System (FRIS) for the entire fiscal year. GSA entitlement payments were calculated using the FY 2010 foundation level of \$6,119. However, the FY 2010 GSA appropriation is insufficient to fully fund calculated GSA entitlements. This is due primarily to two pieces of legislation that impacted the final GSA calculations. PA 96-0300 changed the statute to require ISBE to use the calendar year 2008 Corporate Personal Property Replacement Tax instead of calendar year 2007. PA 96-0152 provides for an alternate Property Tax Extension Limitation Law adjustment in the General State Aid formula for districts that had a successful referendum to increase their limiting rate. Per statute, the GSA prorated shortage must be deducted from the Poverty Grant portion of GSA calculation of entitlements. Although it is possible that there will be a supplemental appropriation, we have chosen to error on the side of caution. Thus, we have prorated the Poverty Grant portion to approximately 98.42 percent.

In addition, the FY 2010 GSA Hold Harmless appropriation is insufficient to fully fund calculated HH payments and has been prorated down to approximately 43.68 percent of the calculated payment amounts as well. If you have questions regarding General State Aid, contact **Jim Mathes** at jmathes@isbe.net or phone 217-782-5256.

PA 96-0689 – Individual School Building Closure Due to Public Health Emergency

Public Act 96-0689 added Section 18-12.5 to the Illinois School Code. This new language allows a district to close to student attendance one or more, but not all, recognized school buildings due to a public health emergency after the district has consulted with a local health department and still claim attendance for that building for General State Aid purposes. The Illinois State Board of Education in consultation with the Illinois Department of Public Health must determine a public health emergency exists. Once a public health emergency has been verified for General State Aid purposes, the district may claim attendance for the day(s) that the building is closed based on the average of three days of attendance immediately preceding the closure. You may access further details and information at http://www.isbe.net/funding/pdf/PA96-0689_district_guidance.pdf.

For questions, contact **Marj Beck** at mbeck@isbe.net or 217-782-5256.

Special Education and Support Services

Update on 50 percent Reduction of MOE

ISBE, like many local education agencies (LEAs), was concerned about how a “Needs Assistance” local determination for IDEA Compliance Indicators impacted the ability to utilize IDEA funds from the American Recovery and Reinvestment Act (ARRA). ISBE staff continued to seek clarification for school districts in relation to the LEA Determinations after the April 29 issuance of the Determinations.

In addition to several conversations between ISBE staff and our counterparts at the U.S. Department of Education (USDE), State Superintendent Dr. Christopher Koch sent a letter to Education Secretary Arne Duncan regarding the impact of LEA Determinations on IDEA/ARRA funds. Specifically, Koch requested that the USDE allow the 50 percent maintenance-of-effort (MOE) reduction

provision to include the districts that received the LEA Determination of “Needs Assistance.”

ISBE received a response from the USDE stating that their staff did not interpret IDEA to allow the 50 percent MOE reduction provision to include the LEAs that have received the determination of “Needs Assistance” and, therefore, could not grant ISBE’s request.

Data Analysis and Progress Reporting

Health and Immunization Data Collection

The Student Health Data - Immunization data collection system will be open in IWAS starting Friday, Oct. 16. The deadline for submitting these data is Nov. 16.

URLs for important related documents are provided below.

User Guide:

http://www.isbe.net/research/pdfs/Immunization_user_guide.pdf.

Immunization and Compliance With State Law:

http://www.isbe.net/research/pdfs/immunization_requirements.pdf.

Data Entry Worksheet:

http://www.isbe.net/research/xls/immunization_worksheet.xls.

How to Calculate Actual Unduplicated Count:

<http://www.isbe.net/research/pdfs/UnduplicatedCount.pdf>.

Health and immunization questions and answers:

<http://www.dhs.state.il.us/OneNetLibrary/27894/documents/SchoolHealth/FAQ09.doc>.

Please share this information with your school nurse or health technician and those responsible for submitting the Health/Immunization data to the Illinois State Board of Education. Questions can be addressed to Md. Shafiqul Azam in the ISBE Data Analysis and Progress Reporting Division at 217-782-3950 or mazam@isbe.net.

Eye Examination Data Collection

The Student Health Data – Vision data collection system will be open in IWAS starting Friday, Oct. 16. The deadline for submitting these data is June 30, 2010.

URLs for two important related documents are provided below.

User Guide:

http://www.isbe.net/research/pdfs/vision_iwas_guide.pdf.

Data Entry Worksheet:

http://www.isbe.net/research/xls/eye_exam_wsht.xls.

Please share this information with your school nurse or health technician and those responsible for submitting the Eye Examination data to the Illinois State Board of Education. Questions may be addressed to Md. Shafiqul Azam in the ISBE Data Analysis and Progress Reporting Division at 217-782-3950 or mazam@isbe.net.

2009-10 Teacher Service Record to Open in IWAS

The 2009-10 Teacher Service Record will open Oct. 16 for districts and other reporting entities to provide data on full- and part-time employees working as of Oct. 1 in a position that requires a teaching, administrative or school service personnel certificate issued by the Illinois State Board of Education. This includes any retiree working in a position requiring certification, performing duties other than as a substitute.

The deadline for submitting these data is Dec. 15.

Questions about completing the Teacher Service Record can be directed to the ISBE Data Analysis and Progress Reporting Division at tsr@isbe.net or 217-782-3950.

2009-10 Unfilled Positions Survey Available in IWAS

The 2009-10 Unfilled Positions Survey is now available in IWAS for data entry. The deadline for completing the survey and submitting it to ISBE is Nov. 15. Districts are to report the number of budgeted positions they were unable to fill as of Oct. 1. All districts are required to complete the survey, even districts that did not have any unfilled positions.

To avoid duplicating unfilled positions reported by public school districts, other reporting entities (e.g., special education cooperatives) should only report their unfilled employee positions.

Questions about the survey content can be directed to Jim Sweeney in the ISBE Data Analysis and Progress Reporting Division at jsweeney@isbe.net.

Teacher Salary Study Form Available

The 2009-10 Teacher Salary Study data form is now available on IWAS. The deadline for districts and other local agencies that hire teachers to complete and submit the form is Oct. 23. If you do not have a contract at this time (still in negotiations), click on the “No Contract” button and log off; you will be asked to submit your data again in January 2010. Please be sure to provide a copy of your salary schedule/policy and negotiated agreement, unless you have already done so in a prior year and they are still in effect. Send them to: Illinois State Board of Education, Data Analysis and Progress Reporting, 100 N. First Street, S-284, Springfield, IL 62777. Questions about completing the Teacher Salary Study data form can be addressed to **Dr. Richard Yong** in the Data Analysis and Progress Reporting Division at 217-782-3950 or ryong@isbe.net.

Educator and School Development

Supplemental General State Aid Expenditure Plans Due Oct. 30 for School Districts Maintaining Over 1,000 Student Average Daily Attendance

The majority of Illinois school districts receive Supplemental General State Aid (SGSA) due to the percentage and number of disadvantaged, low income, students attending the district. Districts receive SGSA funding through the Poverty Grant Calculation, which is part three of the General State Aid claim. The SGSA payments are included as a portion of the General State Aid payments. School districts with average daily attendance more than 1,000 are required by the school code to file an SGSA Expenditure Plan.

The required SGSA Expenditure Plan must be filed electronically utilizing the ISBE IWAS system. The IWAS system can be accessed through the Illinois State Board of Education’s Web page at isbe.net; the IWAS button is at the top of the page. All pertinent SGSA information is contained on your district’s screen. A brief narrative is required on the first page and a budget breakdown must be listed on the second page. SGSA funding may be expended in numerous ways but must primarily benefit the disadvantaged, low income, students that generate the funding for the district without supplanting other types of funding that is already in place.

If you have questions, contact **Richard Loman** rloman@isbe.net or 217-782-2948.

H1N1 Influenza

Booklet Aims to Educate Schoolchildren

Grade-school teachers can educate their students about H1N1 and protection against germs with the help of a new booklet called “Germ Warfare.” The booklet, available at http://www.idph.state.il.us/h1n1_flu/germ-warfare-book.pdf, is by Brad Tassell with illustrations by Tracey Tellez. Tassell is also the author of “Don’t Feed the Bully,” a book that has been used in some schools to teach children about bullying (<http://www.dontfeedthebully.com>). The Champaign-Urbana Public Health Department asked Tassell to write the book and has distributed it to local schools and agencies serving youth. For more information, contact Julie A. Pryde at 217-531-5369 or jpryde@c-uphd.org.

CDC Releases Guidance Materials for School-Located Vaccination Clinics

If you are considering a school-located vaccination clinic, the CDC has released guidance materials that you may find helpful. The guidance materials can be found at <http://www.cdc.gov/h1n1flu/vaccination/slv/>. Local school districts planning on holding school-located vaccination clinics should work with their local counsel in developing agreements with local health officials and evaluating communications with parents and the community. The guidance also references aspects of the Federal Educational Rights and Privacy Act (FERPA) and Health Insurance Portability and Accountability Act (HIPAA).

Curriculum and Instruction

Assessment Survey

There has been substantial interest in assessment practices among U.S. educators during recent years. Increasing numbers of educators regard the formulation of a comprehensive balanced assessment system as an integral component to effective teaching and learning.

The purpose of this survey is to determine what is occurring in the school districts in Illinois in terms of promoting the effective use of assessment as a requisite component of quality instructional practice.

The survey can be completed by the district superintendent, curriculum coordinator or building

administrators. Please take a few minutes to complete the survey or forward the link (<http://www.zoomerang.com/Survey/?p=WEB229PH48LVQL>) to the appropriate person. This valuable information will assist ISBE to formulate effective policy and practice in terms of providing the necessary resources to develop the use of formative assessment in Illinois classrooms.

For more information, contact **Gil Downey**, Principal Consultant, Curriculum and Instruction Division at 217-557-7323.

Illinois Arts Education Week Poster Contest Under Way

The third week of March is traditionally designated Illinois Arts Education Week by the governor. The next Illinois Arts Education Week will be March 15-21. It is also sponsored in cooperation with the Illinois Alliance for Arts Education (IAAE) and ISBE.

This poster contest reinforces the importance of the arts in the growth and development of all students. Each year an Illinois student's artwork is featured on the poster, which is sent to all public and private schools in Illinois. The winner will be recognized at the annual IAAE Awards Ceremony and at the ISBE board meeting on March 18.

The postmark deadline for entries is Monday, Nov. 9. The contest criteria and entry forms can be accessed under what's new on ISBE Curriculum page, http://www.isbe.net/curriculum/html/arts_week.htm.

Nutrition

National School Lunch Program Required Verification Process

Verification is the confirmation of eligibility for free and reduced-price meals under the National School Lunch Program (NSLP) and School Breakfast Program (SBP). By Nov. 15 of each year, each local educational agency (LEA) must have selected and verified a sample from applications approved for benefits on-file as of Oct. 1. The verification process is a requirement for LEAs participating in the NSLP and/or SBP programs.

Verification Timeline:

- Oct. 1 — Count number of approved applications by category on file and begin verification process.

- Last operating day of October — Count number of ALL free and reduced-price eligible students by category.
- Nov. 15 — Ensure verification process complete.
- Dec. 15 — Submit Verification Summary Report.

For questions or guidance on the verification process please call 800-545-7892 or visit our Web site at http://www.isbe.net/nutrition/pdf/verification_process.pdf.

National School Lunch Week Coming Up

The School Nutrition Association has provided tools to celebrate National School Lunch Week, Oct. 12-16. Begin with a sample proclamation, logos and more at <http://docs.schoolnutrition.org/meetingsandevents/nslw2009/content-tools.asp>. Plan now to join schools across the country to serve the special menu with recipes provided. The elementary and secondary average nutrients per serving of NSLW meals are available at the Web site. Honor and recognize your school nutrition staff's contributions to the school district. Best wishes for a successful NSLW.

Professional Development

Dropout Prevention Summit Coming Up

The Illinois Dropout Prevention Summit is just around the corner. The summit, which is set for 9 a.m. to 4 p.m. Nov. 4 in Normal, is being held at no cost to attendees, and lunch will be provided.

America's Promise Alliance and State Farm Insurance are convening the summit at the Illinois State University Bone Student Center to discuss the school dropout crisis. According to America's Promise Alliance, 1.2 million students do not graduate with their classmates each year. The alliance is a partnership more than 300 corporations, nonprofits, faith-based organizations and advocacy groups based in Washington, D.C.

Travel stipends to attend the conference are available on a first-come, first serve basis for school districts through Regional Offices of Education.

For more information and to register, visit <http://www.sfamericaspromise.com/adultsummit.php>.

Student Opportunities

Web Design Contest Offered for High School Students

Illinois high school students are invited to compete in a Web design contest sponsored by Microsoft. Using the company's Expression Web software, students can participate in teams of two to four people in the "blink" competition.

Registration for the contest is under way until Feb. 17, with final Web site submissions due by March 17. Microsoft is providing the software to qualifying schools. See <http://www.bliinkcontest.com> for details and to register.

The theme for the competition is "I Imagine a Green Future." Prizes include MP3 players, up to \$300 and a trip to Washington, D.C., in April. In addition, winning Web sites will be featured on a Microsoft site.

Free tutorials and learning materials on Web design are available at <http://expression.microsoft.com/education>. For questions, e-mail ew4hs@innovativeteachers.us.

Financial Literacy Challenge Available for High School Students

High school students across the country are invited to participate in the third annual Financial Literacy Challenge, an online quiz competition offered by the Common Knowledge Scholarship Foundation and the Students In Free Enterprise team at the University of Florida.

Interested students should visit <http://www.knowmoremoney.org>, where study material is available before taking competitive quizzes about basic financial literacy topics such as identity theft, credit and budgeting. Scholarship prizes totaling \$2,000 will be awarded.

School Opportunities

Awards Honor Health Education Programs

The American Association for Health Education is looking to hand out awards to schools with outstanding health education programs. Applications for the Blue Apple Health Education Awards are available at <http://www.blueappleaward.org>.

The deadline to apply for the second annual awards is Nov. 6. The Blue Apple Health Education Awards will recognize up to 12 public schools from across the country. For more information, visit the Web site above.

Employment Opportunities

ISBE External Vacancy List

An External Vacancy List for the Illinois State Board of Education is available at <http://www.isbe.net/hr/Default.htm>.

In the News

Weekly News Clips

ISBE has posted highlights from last week's education news clips at <http://www.isbe.net/news/2009/newsclips/091009.htm>.