Message From State Superintendent Christopher A. Koch

The Education Jobs Fund program allocations have been updated. School districts and other local education agencies may now begin requesting payments through the Electronic Expenditure Reporting System in IWAS. The Education Jobs Fund allocations are posted on our website at http://www.isbe.net/arra/pdf/ed_jobs_alloc_11.pdf and can also be accessed in FRIS Inquiry.

As expenditure reports are received we will voucher Education Jobs Fund payments on or about the 10th and 25th of each month. Expenditure reports submitted in the next week for the period ending Aug. 31 will be processed and payments vouchered no later than Sept. 22. Districts that submit reports will receive funds near the end of the month. You are encouraged to review the webinar that describes this process in more detail on our Education Jobs Fund website at http://www.isbe.net/arra/html/ed_jobs_fund.htm. The PowerPoint from the webinar is posted there as well and available for your review, as is a question and answer document.

We have been notified by the Teachers Retirement System (TRS) that they will consider Education Jobs Funds as local money. TRS members paid with the Education Jobs Funds will be subject only to the regular TRS rate and will not be subject to the federal contribution of 25 percent.

Districts have received their 2010 Adequate Yearly Progress Status Reports. The Illinois State Board of Education will not release School Report Cards until Oct. 29, however, a district may release its AYP status or test scores at anytime.

ISBE will release statewide assessment averages to the public during the September Board meeting and we will release our annual statewide AYP report during the October meeting. We will make Report Card information available to members of the media during the first week of October, however, it will be embargoed for publication until Oct. 29.

Again, a district may release their scores or AYP status at anytime, however, the ISBE will not release that information on individual districts to the public until Oct. 29.

Thanks and have a great week!

Chris

Upcoming Dates and Deadlines

- Constitution Day – Sept. 17
- The school board must hold a public meeting to adopt the school budget on or before Sept. 30. (end of first quarter) (105 ILCS 5/17-1) Within 30 days of adoption, and any subsequent adoption, the annual budgets must be filed with the county clerk. (105 ILCS 5/17-1 and 35 ILCS 200/18-50)
- Sept. 30, 2010, ARRA Jobs and Vendor Data Due – Oct. 5
• 2010 National Refugee and Immigrant Conference: Issues and Innovations – Oct. 7-8
• Deadline to deliver the Annual Financial Report (AFR) / Audit to the Regional Office of Education / Intermediate Service Center (Cook County) (with the exception of an extension of time granted by the regional superintendent) (105 ILCS 5/3.7 and 105 ILCS 5/3-15.1) – Oct. 15 (Dec. 15 with an approved extension)
• Part 1 (Public Schools Evaluation, Recognition and Supervision) and Part 365 (Children’s Low-cost Laptop Program) – Public comment period ends Oct. 18
• Annual budgets must be filed with the county clerk within 30 days, Oct. 31, of adoption or any subsequent adoption (105 ILCS 5/17-1 and 35 ILCS 200/18-50)
• Annual Budgets must be submitted to ISBE – Oct. 31, annually
• School Mental Health: Strengthening Schools, Supporting Students conference in Springfield – Nov. 9-10
• Deadline for receipt of the Annual Financial Report (AFR) / Audit to ISBE from the Regional Office of Education / Intermediate Service Center (Cook County) (with the exception of an extension of time granted by the regional superintendent) (105 ILCS 5/3.7 and 105 ILCS 5/3-15.1) – Nov. 15 (Dec. 15 with an approved extension)
• Last day for filing the Annual Statement of Affairs (ISBE form 50-37) to ISBE – Dec. 15
• Postmark deadline for waiver applications to be considered by the General Assembly in Spring 2011 – Jan. 7

Funding and Disbursement Services


American Recovery and Reinvestment Act (ARRA) full-time equivalent (FTE) jobs and vendor data for the reporting quarter ending Sept. 30, 2010, is due at the Illinois State Board of Education on or before Tuesday, Oct. 5, 2010, for all local education agencies (LEAs) that were awarded or received ARRA funds. ARRA data reporting includes two primary elements: the number of jobs funded in the reporting quarter with ARRA dollars and a single payment made to a vendor, using ARRA dollars, in the amount of $25,000 or more. All ARRA data must be reported via the ARRA Reporting System in IWAS regardless of the ARRA project year (i.e. FY 10 or FY 11). If the LEA ARRA project for FY 10 ended on June 30 and no additional salary or vendor payments of $25,000 or more were paid in July or August from FY 10 project dollars, then ARRA data are not required to be reported for the reporting quarter ending Sept. 30, 2010, for the FY 10 project year. However, per the clarifying Aug. 26, 2010, guidance from the Department of Education, if an employee was funded and paid from FY 10 ARRA project dollars (e.g. employee paid on a 12 month salary schedule) or if a vendor payment of $25,000 or more was paid in July and August with FY 10 project dollars, then ARRA data must be reported for the reporting quarter ending Sept. 30, 2010, via the ARRA Reporting System for the FY 10 project year.

The same is true for LEAs that submitted FY 11 ARRA project applications on or before Sept. 30, 2010, and intend to fund and pay an employee’s salary or make a vendor payment of $25,000 or more using ARRA dollars for the reporting quarter July 1 through Sept. 30, 2010, for the FY 11 project year. The ARRA Reporting System is set up with a Sept. 30, 2010, reporting date for both FY 10 and FY 11 project years so LEAs can properly report FTE and vendor information applicable to each project year. For specific examples of how to calculate the jobs FTE and correctly report between each project year, please see the following link http://www.isbe.net/arra/pdf/ed_jobs_fte_guidance_fy10-11.pdf.
Sept. 30 ARRA data must be reported for the following ARRA programs if your LEA has been awarded or received funds:

- Title I Low Income – Revenue Code 4851
- Title I Low Income Neglected – Revenue Code 4852
- Title I Low Income Delinquent – Revenue Code 4853
- IDEA Part B Preschool – Revenue Code – 4856
- IDEA Part B Flow Through – Revenue Code 4857
- Title II D Enhancing Education Through Technology – Revenue Code 4861
- McKinney Vento Homeless Education – Revenue Code 4862
- Stabilization Other Government Services (Early Childhood) – Revenue Code 4875
- Education Jobs Fund Program – Revenue Code 4880 (If funds are requested in August or September)

If you have any questions regarding this information, contact Funding and Disbursement Services at 217-782-5256.

**FY 2011 State and Federal Grant Reporting Changes**

Effective July 1, 2010, two significant changes will impact reporting requirements for state and federal grants.

Public Act 96-0795 requires that state grants in excess of $25,000 must have quarterly expenditure reports filed to reflect the progress of the grant program. For program consistency purposes, all state grants that currently require an expenditure report will be expanded to quarterly reporting. For grants that begin July 1 and end on June 30, the reporting dates will be Sept. 30, Dec. 31, March 31 and June 30, respectively. For projects with an approved extended end date of Aug. 31, an additional report will be required through Aug. 31.

The second significant change will be that the deadline for submitting expenditure reports for state and federal grants will be moved to 20 days following the quarterly reporting period instead of 30 days. This change is due to increased scrutiny of federal cash management procedures identified by an audit conducted by the Federal Office of the Inspector General as well as in the most recent Statewide Single Audit.

- Expenditures reported through Sept. 30 will be due Oct. 20.
- Expenditures reported through Dec. 30 will be due Jan. 20.
- Expenditures reported through March 30 will be due April 20.
- Expenditures reported through June 30 will be due July 20.
- Expenditures through Aug. 31 will be due Sept. 20 (for projects with an approved extended grant period).

If you have questions about these two new requirements, contact Kim Lewis or Sally Cray in the Division of Funding and Disbursement Services at 217-782-5256.

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**Curriculum and Instruction**

**Illinois Longitudinal Data System: The Transcript Coding Project**

Last week’s Weekly Message included an article on this topic. This is a follow-up note, listing the schedule and some reminders.

District staff will match local course numbers to corresponding Secondary School Course Classification System: School Codes for the Exchange of Data codes, provided by the National Center for Education Statistics, Common Core of Data, which can be located at http://nces.ed.gov/pubsearch/pubsinfo.asp?pubid=2007341, and create a crosswalk. This NCES data handbook outlines a system for assigning standard codes to secondary school courses in 22 major subject areas. It also includes a content description for each course and instructions on how to use the system in coding courses. Following the crosswalk will be data submitted by July 30, 2011.

ISBE will hold an orientation webinar in early October to answer general questions and provide an overview. That webinar will be followed by onsite regional sessions and a final webinar. CPDU credit or Administrators Academy credit is available for participants. The schedule is as follows:

Register for the final webinar at https://www1.gotomeeting.com/register/610885809.

- **Orientation Webinar:** 1-2 p.m. Oct. 4

- **Workshop No. 1:** 1-4 p.m. Oct. 21; Regional Office of Education, Conference Rooms A-C, 1000 S. Illinois St., Belleville

- **Workshop No. 2:** 1-4 p.m., Oct. 22; John A. Logan Community College, Workforce Development Building, Room H-127, 700 Logan College Road, Carterville (Bring a laptop)

- **Workshop No. 3:** 1-4 p.m., Oct. 22; Two Rivers Professional Dev. Center, 10112 W. Dubois Road, Edwards (Bring a laptop)

- **Workshop No. 4:** 1-4 p.m. Oct. 27; Carpentersville-Dundee District 300, Hampshire High School, 1600 E. Big Timber Road, Hampshire (Bring a laptop)

- **Workshop No. 5:** 12:30-3:30 p.m. Oct. 27; Workforce Development Center, Computer Lab, 305 Richmond Avenue East, Mattoon

- **Workshop No. 6:** 1-4 p.m. Oct. 29; Joliet Township HS District 204, Joliet High School, Board Rooms A-D, 300 Caterpillar Drive, Joliet (Bring a laptop)

- **Workshop No. 7:** 1-4 p.m. Nov. 3; Regional Office of Education, Room 128, 19525 W. Washington St., Grayslake (Bring a laptop)

- **Workshop No. 8:** 8:30-11:30 a.m. Nov. 4; Regional Office of Education, 300 Heart Boulevard, Loves Park

- **Workshop No. 9:** 1-4 p.m. Nov. 4; Regional Office of Education, 300 Heart Boulevard, Loves Park

- **Workshop No. 10:** 1-4 pm Nov. 5; Marquardt School District 15, Administrative Center, Large Training Room, 1860 Glen Ellyn Road, Glendale Heights (Bring a laptop)

- **Workshop No. 11:** 1-4 p.m. Nov. 10; Collaborative Learning Center West 40, 2701 W. Washington, 2nd Floor West, Bellwood (Bring a laptop)

- **Final Webinar:** 1-3 p.m. Nov. 16

Districts should plan to send a two-person team to this training. It is critical that district representatives have knowledge of the high school course content and course scheduling processes. Bring along schedule information, including electronic scheduling information if available locally.

If you have questions, contact Marica Cullen, Division Administrator, Curriculum and Instruction, at mcullen@isbe.net or 217-557-7323.

**Champaign Educator Wins Illinois History Teacher of the Year Award**

The Illinois State Board of Education in cooperation with The Gilder Lehrman Institute of American History and the History Channel has selected Christine Adrian of Champaign as the 2010 Illinois History Teacher of the Year. The award is given out every year on a rotating basis between outstanding elementary American History teachers and middle and high school teachers. This year the award was given to an outstanding middle or high school history teacher in each state.

Christine has been in the education field for over 16 years. Her middle school teaching career has been at Jefferson Middle School in Champaign. Christine has worked with the American History Teachers Collaborative through Urbana District 116, local museums, archives and most recently The Missouri History Museum to create unit lesson plans posted online that teachers across the country can utilize. She has created a student-teacher resource site concerning Abraham Lincoln’s history in Champaign County for The Early American Museum in Mahomet. She also has created resources for the local PBS affiliate, worked with the Illinois Rare Book Room archives and spoken at both state and national conferences. In 2009, she received her National Board Certification in Social Science Teaching, received the grand prize award for the History Channel’s Lincoln Lesson Plan contest. Christine was honored with an award for Outstanding Election Project from the League of Women Voters for her school wide 2008 presidential election vote. She is the Social Studies Content Area Chair at her school.

Teachers are selected based on several criteria. One winner was chosen from each of the 50 states, the District
of Columbia, Department of Defense Schools, and U.S. Territories. State winners receive $1,000 and an archive of books and other resources for their school. Each winner is honored in a ceremony in his or her home state.

**Educator and School Development**

**Supplemental GSA Expenditure Plans Due Oct. 30 for Some School Districts**

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. There is not a separate payment for SGSA. The SGSA payments are included within district’s General State Aid payments.

School districts with average daily attendance over 1,000 are required by the school code to file an SGSA Expenditure Plan in advance of the expenditure of SGSA funding. 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 webpage at [http://www.isbe.net](http://www.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 which generate the funding for the district without supplanting other types of funding already in place.

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

**School Business Services**

**Deadline for Capital Needs Assessment Survey Form Scheduled for Oct. 15**

Every two years, Public Act 93-0489 requires the State Board of Education and the Capital Development Board (CDB) to file with the Governor and the General Assembly a comprehensive capital needs assessment report of school districts. To meet this requirement, ISBE is requesting all districts to complete and submit the Capital Needs Assessment Survey form by Oct. 15, 2010. ISBE and CDB strongly encourage school districts to complete this form as we utilize all the data received to communicate the capital needs of school districts to the Governor and General Assembly.

If an additional form is needed, it can be accessed on either of the following websites: [http://www.isbe.net/finance/default.htm](http://www.isbe.net/finance/default.htm) or [http://www.cdb.state.il.us/](http://www.cdb.state.il.us/). Completed surveys can be submitted electronically to finance@isbe.net or by mail to School Business Services (N-330), 100 N. First St., Springfield, IL 62777-0001. Questions regarding the Capital Needs Assessment Survey can be directed to Christine Kolaz of ISBE School Business Services at ekolaz@isbe.net or 217-785-8779.

A special task force created by House Joint Resolution 45 of the Illinois General Assembly is requesting school districts to complete a short survey regarding the type of green sustainability initiatives in which schools are currently participating. The results of the survey will be included in a report to the General Assembly that focuses on the state of green sustainability in Illinois Schools. The link to the online survey is at [http://www.surveymonkey.com/s/3JJWWV2](http://www.surveymonkey.com/s/3JJWWV2). The task force seeks to gather the data by Sept. 30, 2010. Questions regarding this survey can be sent to Doug Widener, Executive Director, US Green Building Council Illinois Chapter at dwidener@usgbc-illinois.org or 312-245-8300, ext. 201.

**Board Services**

**Nominate Your School Board President for the Thomas Lay Burroughs Award**

The Illinois State Board of Education invites you to nominate your local board president for the 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 Nov. 19-21 and the award will be presented on Sunday morning, Nov. 21.

Nominations should be submitted by the close of business on Oct. 15, 2010.

Send your nomination to Jean Ladage via e-mail to jladage@isbe.net. Please put “Burroughs Nomination” in the subject line of the e-mail. If you have questions, call Jean Ladage or Marsha Moffett at 217-557-6626.
For nomination information and format, go to [http://www.isbe.net/pdf/burroughs_award.pdf](http://www.isbe.net/pdf/burroughs_award.pdf).

**Professional Development**

**National Refugee and Immigrant Conference Coming Up in Chicago**


The conference is a collaboration of the Illinois State Board of Education, the Illinois Governor’s Office of New Americans Policy and Advocacy, the Illinois Department of Public Health, the Illinois Department of Human Services, Chicago Public Schools and other organizations.

Topics to be discussed include a variety of educational issues such as developing dialogues among teachers of refugee students on best practices for integrating refugee children and their families into the American school system.

The registration fee is $250 for both days or $125 per day. For more information, visit [http://www.thecenterweb.org/alrc/refugee.html](http://www.thecenterweb.org/alrc/refugee.html) or contact Lynn Osheff at 224-366-8632 or losheff@cntrmail.org.

**Student Opportunities**

**Entries Sought for Illinois Arts Education Week Poster Contest**

The 2011 Illinois Arts Education Week poster contest is under way. Entry forms are available at [http://www.isbe.net/curriculum/html/arts_week.htm](http://www.isbe.net/curriculum/html/arts_week.htm).

The theme of the poster contest is “The Arts Rock!” This year, Illinois public or private school students in grades 9-12 are eligible to enter. (Students in grades K-8 were eligible last year and will compete again in 2012.) Entries must be postmarked by Monday, Nov. 15. The winner will be featured on an Illinois Arts Education Week poster and distributed across the state.

The annual contest is held in conjunction with Illinois Arts Education Week, which is set for March 14-20 as designated by Governor Pat Quinn. The special week is sponsored by the Illinois Alliance for Arts Education and the Illinois State Board of Education. Visit the website listed above for more information.

**Annual Prudential Spirit of Community Awards Honor Top Student Volunteers**

Illinois students in grades 5-12 can apply for the Prudential Spirit of Community Awards, which will honor two top youth volunteers from each state and the District of Columbia.

The deadline to apply for the 16th annual awards is Nov. 1 with winners to be announced Feb. 8. The top middle school and high school volunteer from Illinois will have an opportunity to travel in the spring to Washington, D.C., where the top 10 student volunteers from across the nation will be named.

The awards are presented by Prudential Financial in partnership with the National Association of Secondary School Principals. Last year’s Illinois winners were Janice Guzon of Hoffman Estates and Emily Koulis of Channahon.

Young volunteers can apply online at [http://spirit.prudential.com](http://spirit.prudential.com) or at [http://www.principals.org/spirit](http://www.principals.org/spirit). A paper version of the application form for those without Internet access is available by calling 877-525-8491 toll free.

**Publishing Company Offers Scholarship for Create-A-Greeting Card Contest**

The Prudent Publishing Co. is holding its fourth annual Create-A-Greeting Card Scholarship Contest. The winner receives a $10,000 scholarship, and a $1,000 prize goes to the winner’s school. The deadline to enter is Jan. 15. Monthly prizes will be awarded as well.

High school students (age 14 or older) are eligible to compete. (College students and military personnel are also eligible.) Contest participants should register at [http://www.gallerycollection.com/greetingcardscontests.htm](http://www.gallerycollection.com/greetingcardscontests.htm). Visit the website for complete rules and sample cards.

**Classroom Opportunities**

**Lincoln Presidential Library and Museum Offers Classroom Connections Program**

The Abraham Lincoln Presidential Library and Museum in Springfield is offering its Classroom Connections Program, which features specific sessions for students in grades 4 through 12. The learning sessions are held in the
The program begins with a visit to the Presidential Library classroom and includes a tour of the museum.

Teachers can choose such sessions as Exploring History Through Newspapers on Microfilm, Women of the Civil War and Tracking the Underground Railroad.

The Classroom Connection Program is offered on Sept. 29, Oct. 13 and 27, Nov. 10; Jan. 12 and 26, Feb. 9 and 23, March 9 and 23, April 13 and 27, and May 11 and 25. Space is limited to 35 students per day on a first-come, first-served basis.

Advance registration with a $50 refundable deposit is required. There is no charge for the Classroom Connection Program or the Presidential Museum tour for school groups with advance reservations. To register, call 217-558-9016 or e-mail randy.wiseman@illinois.gov.

For more information, visit http://www.presidentlincoln.org/education/home.html and click “School Programs.”

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**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.

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**In the News**

**Weekly News Clips**