Message From State Superintendent Christopher A. Koch

Summer is officially over and we can all concentrate on making the 2011-12 school year the best ever. I hope you had a safe and relaxing Labor Day – by now almost everyone should be back in class.

I want to update you on some important work that is going on to begin implementing the new performance evaluations that are part of our recently enacted reform package. The Performance Evaluation Advisory Council (PEAC) is a group of 30 individuals representing a wide spectrum of education stakeholders and they are charged in statute with providing recommendations on the parameters of the new teacher and principal evaluations systems required by the Performance Evaluation Reform Act (PERA) enacted in early 2010.

The PEAC will be making their recommendations to the Illinois State Board of Education later this fall but we want you to have a voice in the process and have developed a Website to provide information to you and the ability for you to provide feedback to us. The site is intended to serve as a clearinghouse for educators, parents and the general public to get information on what the new evaluation systems will mean for Illinois students and allow you to keep up with the work as it progresses. You may access the PEAC site at [http://www.isbe.net/peac](http://www.isbe.net/peac).

Materials will be continuously updated on the site. In addition, a series of face-to-face meetings will be scheduled around the state and they will be posted here as well.

I encourage you to take some time to peruse the Website and get involved. PERA and the work of the PEAC represent a major shift in the process for evaluating educators and, in order for it to succeed, we need as much constructive input as possible.

Thanks and have a wonderful new school year.

Chris

Upcoming Dates and Deadlines

- **School Safety Conference in Hillside** – Sept. 8
- **2010-11 High School Students Taking Community College Courses system district-level data submission deadline** – Sept. 15
- **School-based Child Nutrition Sponsor Applications due** – Sept. 15
- **ISBE’s Transition Institute in Bloomington** – Sept. 19-21
- **“How Can I Help? The Summit on Aging Education and Service” in Normal** – Sept. 26
• Parent Involvement Regional Summit in Lisle – Oct. 3
• ISBE offices closed for Columbus Day – Oct. 10
• Parent Involvement Regional Summit in Marion – Oct. 11
• Parent Involvement Regional Summit in Alsip – Oct. 14
• 2011-12 School District Budget form – Adopted by Sept. 30 and due to ISBE by Oct. 30
• Parent Involvement Regional Summit in Springfield – Nov. 1
• 2010-11 LEA Annual Financial Report – Due to ROEs/ISCs Oct. 14 and due to ISBE Nov. 15 (with the exception of those who received an “Extension of Time” approval letter)
• ISBE offices closed for Thanksgiving – Nov. 24 and 25
• FY 12 School Technology Revolving Loan Program (STRLP) application deadline – Dec. 1
• Postmark deadline for waiver applications to be considered by General Assembly in Spring ’12 – Jan. 13

Funding and Disbursement Services

Selected ARRA Programs Final Obligation Date Sept. 30, 2011

The final date for grant recipients that have been awarded funds under selected programs for the American Recovery and Reinvestment Act (ARRA) is Sept. 30, 2011. This date is applicable to all grant recipients with active FY 2011 projects that were provided project date extensions to Sept. 30. However, if an ARRA grant recipient with a FY 2011 project that ended June 30 or August 31 has unexpended funds that could be obligated by September 30, please contact the Division of Funding and Disbursement Services at 217-782-5256 to request an extension to obligate those funds. It is critical that all activities and final ARRA obligations occur on or before September 30. Extensions past September 30 cannot be granted. Any unexpended funds reflected on final expenditure reports must be returned. The list of the ARRA programs that will expire are provided below with the ARRA program name, followed by the revenue codes, and the corresponding federal CFDA #.

- **Title I Low Income**; Revenue Codes 4851, 4852, 4853, 4854; Federal CFDA# 84.389
- **Sp Ed IDEA Part B Preschool**; Revenue Code 4856; Federal CFDA# 84.392
- **Sp Ed IDEA Part B Flow Through**; Revenue Code 4857; Federal CFDA# 84.391
- **Title II D Technology**; Revenue Code 4861; Federal CFDA# 84.386
- **McKinney Vento Homeless**; Revenue Code 4862; Federal CFDA# 84.387

To assist you with what constitutes an obligation please see below:

- **If the obligation is for**: Acquisition of real or personal property. **The obligation is made**: On the date on which a written commitment to acquire the property has been made.
- **If the obligation is for**: Personal services by an employee. **The obligation is made**: When the service has been performed.
- **If the obligation is for**: Personal services by a contractor (not an employee). **The obligation is made**: On the date on which a binding written commitment to obtain the services has been made.
- **If the obligation is for**: Performance of work other than a personal service. **The obligation is made**: On the date on which a binding written commitment to obtain the work has been made.
- **If the obligation is for**: Public utility service. **The obligation is made**: When the service is received.
- **If the obligation is for**: Travel. **The obligation is made**: When the travel is taken.
- **If the obligation is for**: g) rental of real or personal property. **The obligation is made**: When the property is used.
- **If the obligation is for**: h) a preagreement cost that was properly approved by the State. **The obligation is made**: When the preagreement costs were approved by the State.

If you have any questions, please contact the Division of Funding and Disbursement Services at (217) 782-5256.

School Health Issues

New Law Aims to Protect Students From Life-Threatening Allergic Reactions

The new law allows schools to keep a supply of epinephrine auto-injectors on hand and for school nurses to administer an injection to a student believed to be having an anaphylactic reaction, regardless of whether they have a medical plan on file indicating an allergy diagnosis. Epinephrine can save the life of those suffering from life-threatening anaphylaxis caused by allergies. The drug helps open airways. For more details on the new law, visit the Website above. For questions, contact the Illinois Attorney General’s Office at (312) 814-1003.

Innovation and Improvement

NCLB Performance Report for FY 2011 Available on IWAS

Each year all districts who received No Child Left Behind funds are required to submit a performance report to the Illinois State Board of Education. The NCLB performance report is located in IWAS. You will find it when you log in to IWAS under “Reporting” and then under “Annual.”

The NCLB performance report for FY11 is now available for you to enter your information. The deadline to submit is Nov. 1, 2011. If you have any questions about how to submit the performance report, contact Gail Buoy in the Innovation and Improvement Division at (217) 524-4832 or gbuoy@isbe.net.

Conference for the Illinois Association of Title I Directors Set for Sept. 21-22

Carol Tomlinson and Rita Pierson will be the keynote speakers at this year’s Illinois Association of Title I Directors fall conference in Springfield. Staff from the Illinois State Board of Education will also be providing updates and breakout sessions. While membership is not required to attend the conference, becoming an IATD member has many benefits. The organization promotes and facilitates communication and cooperation among Title I education and management specialists throughout the state. Membership provides a discount to the winter and spring workshops, opportunities to collaborate with ISBE, access to the IATD listserv and opportunities for professional development, networking and support for those associated with Title I.

More information on becoming a member and on the conference is available at http://www.iatd.net. Contact Jennifer Frerichs at (217) 384-3565 or jfrerichs@usd116.org for any problems regarding registration. A block of rooms has been reserved at the Crowne Plaza at $118 plus tax per night under “IATD.” Contact Scott Horsch, IATD president, at shorsch@mendotahs.org for any problems encountered with the room block rate.

ISBE’s 2011 Parent Involvement Regional Summits Return in October

The Illinois State Board of Education's Division of Innovation and Improvement is pleased to announce the 2011 Fall Parent Involvement Regional Summits to be offered at four Illinois locations. The Regional Fall Summits, created for Title I School Teams, have been developed to assist districts and schools in the development and planning of strategies that sustain parent partnerships and to improve skills that join families and schools on a common path to student achievement.

Summit 2: This working session will resume the work started in the spring summits. Using data specific to each school, this session will lead the school’s team through an evaluative action planning process and the development of a ready-to-implement plan that will satisfy family engagement requirements for school improvement planning. Break-out sessions will serve elementary, middle school and high school levels with practitioners from the spring Summits returning to provide support.

Participants will:

- Take away ready-to-implement strategies for family engagement.
- Build a network of support for future work in family engagement.
- Gain experience in tools and processes that will assist in future school improvement planning.

NOTE: School teams must complete the assignment from the spring summits prior to attending the fall summits. The assignment can be found at http://www.illinoisparents.org/isbesummitinfo.htm.

School Title I Teams should include administrators, school faculty and parents who are not employees of the school or district which they represent. Fall summit dates and times are listed below:

- Monday, Oct. 3 – Lisle Hilton, Lisle
- Tuesday, Oct. 11 – Williamson County Pavilion, Marion
- Friday, Oct. 14 – DoubleTree, Alsip
• Tuesday, Nov. 1 – Springfield Hilton, Springfield

All sessions are from 9:30 a.m. to 3:30 p.m. with check-in beginning at 9 a.m. Lunch will be provided. Schools can register their teams of two or more for one of the sessions at [http://webapps.isbe.net/ISBEConference](http://webapps.isbe.net/ISBEConference) or [www.IllinoisParents.org](http://www.IllinoisParents.org). Please note the registration closing dates below.

- Lisle – Sept. 19
- Marion – Sept. 28
- Alsip – Sept. 28
- Springfield – Oct. 17

The Illinois State Board of Education’s Parent Involvement Regional Summits are the collaborative work of The Academic Development Institute, Great Lakes West Comprehensive Center and the Illinois Parent Information Resource Center (PIRC).

**Parent Information Resource Center Offers Variety of Free Materials**

The Parent Information Resource Center (PIRC) will only be accepting orders for free materials until Sept. 15. These materials include a variety tip sheets and guides for parents and parent liaisons.

Materials can be ordered online at [http://www.colum.edu/ilpirc/Order.php](http://www.colum.edu/ilpirc/Order.php). Please place orders ASAP, as supplies will be limited. Many of these materials are also available to be downloaded at [http://www.colum.edu/ILPIRC/resources/materials/index.php](http://www.colum.edu/ILPIRC/resources/materials/index.php).

**School Business Services**

**Annual Statement of Affairs (ISBE 50-37) Used by School Districts and Joint Agreements**

Section 10-17 of the School Code requires school boards in Class I counties (all counties except Cook) or the appropriate township treasurer or school board in Class II counties (Cook County) to make available to the public a statement of the affairs prior to Dec. 1 annually by submitting the statement of affairs on the form prescribed by the Illinois State Board of Education for posting on ISBE’s Website, by having copies of the statement of affairs available in the main administrative office of the district, and by publishing in a newspaper of general circulation published in the school district an annual statement of affairs summary.

School districts that serve as the administrative agent for a joint agreement are also subject to the “Statement of Affairs” requirements listed above with respect to joint agreements that they administer. All “Statement of Affairs” are required to be filed with ISBE by Dec. 15, annually and posted on its Website by Jan. 15 annually. ([http://www.isbe.net/sfms/afr/asp.htm](http://www.isbe.net/sfms/afr/asp.htm))

**Certificate of Tax Levy (ISBE 50-02) is Used by School Districts**

Section 17-11 of the School Code requires the school board of each district to ascertain as near as practicable, annually, how much money must be raised by special tax for transportation purposes if any, for educational purposes and for operations and maintenance purposes for the next ensuing year. These amounts must be certified and filed with the County Clerk on or before the last Tuesday in December annually. The Certificate of Tax Levy form may be used to meet the requirement of this section. ([http://www.isbe.net/sfms/afr/ctl.htm](http://www.isbe.net/sfms/afr/ctl.htm))

For questions concerning either form, contact Toby Turek or Christine Kolaz, School Business Services Division, at (217) 785-8779 or finance@isbe.net.

**Indirect Cost Rates for Program Year 2012**

Now posted to the Illinois State Board of Education Website are the 2012 Program Year Indirect Cost Rates: [http://www.isbe.net/sbss/indirect.htm](http://www.isbe.net/sbss/indirect.htm).

These rates are used for award and management of federal contracts, grants and other assistance arrangements governed by the Office of Management and Budget. For further documentation of methodology, see Indirect Cost Rate Plan at the link above. The methodology of the calculated rates are approved and accepted as policy and procedures by the Office of Management and Budget (OMB), Circular A-87, and Education Department General Administrative Regulations (EDGAR) 34 CFR parts 75.561 (b) and (c). All questions should be directed to Debbie Hemberger, School Business Services Division, at (217) 785-8779 or finance@isbe.net.

**ILEARN Updated With FY10 Financial Data**

ILEARN (Illinois Education Agency Retrieval Network) now includes the financial data from the FY 2010 Annual Financial Reports. The database is updated each year following the completion of the Annual Financial Report processing. ILEARN contains financial, tax, and per
pupil data from fiscal years 1997 to 2010 and has been used by many for school district financial studies, comparisons and other inquiries. The database has the capability of comparing financial data of one school district to another school district, one county to another county, and one year to another year for a specific school district.

Questions regarding the database can be directed to Toby Turek or Debbie Hemberger, School Business Services Division, at (217) 785-8779 or e-mail finance@isbe.net.

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**Capital Development Board**

**Capital Construction Grants Now Available for Early Childhood Services**

Applications are being accepted for construction grants to increase the availability of early childhood services in underserved areas of Illinois. The grants are part of a $45 million appropriation under Gov. Pat Quinn’s Illinois Jobs Now! capital construction program. The projects funded by the grants will create more than 300 construction jobs.

Illinois public school districts or not for profit entities can apply for up to $5 million in funding, with a required 10 percent funding match, for grants that will construct, acquire, renovate, equip or expand facilities that serve the educational needs of children ages 0 to 5 in underserved areas of the state. Applications will be accepted through Nov. 14, 2011. The grant program is administered by the Capital Development Board (CDB) in consultation with the Illinois State Board of Education. Links to the grant application and rules are available at http://www.cdb.state.il.us.

“These early childhood education grants will increase badly needed services for Illinois families, plus they will create hundreds of construction jobs for Illinois workers. This is a win-win situation,” said CDB Executive Director Jim Underwood.

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**Curriculum and Instruction**

**Grant Funding Approved for Arts and Foreign Language Programs**

The Illinois State Board of Education and the Illinois Arts Council are pleased to announce that grant funding for Arts and Foreign Language Programs has been approved for fiscal year 2012. This competitive grant program provides funding for planning or implementation of arts or foreign language curricula and programs in public school districts throughout the state. Districts may apply for either fine arts funding or foreign language funding.

The Planning Grant provides one year of funding for initiating a strategic planning process in the district to develop, improve or expand arts or foreign language programs.

The Implementation Grant provides up to three years of renewable funding for salaries, professional development, curricular materials, classroom technology and supplies, and related student field trips.

The Request for Proposal (RFP) for both projects has been released. Applications are by 4:30 p.m. on Oct. 10, 2011. Full guidelines and materials can be found at http://isbe.net/curriculum/html/arts_fl.htm. An interactive Webinar providing application information was conducted on Sept. 1. The information presented during the Webinar will be posted at the Website until the RFP due date.

For more information, contact Christina Steelman at csteelma@isbe.net or (217) 557-7323.

**Let's Move in School: Physical Education Teacher Toolkit Available Online**

The American Alliance for Health, Physical Education, Recreation and Dance (AAHPERD) has created the Let's Move in School physical education teacher toolkit. This free online toolkit provides easy-to-use resources and activities every month that can help educate administrators, school board members, parents and colleagues about the importance of a comprehensive school physical activity program with physical education as its foundation. Each month, the toolkit features:

- A single focused theme with tips and resources: http://www.aahperd.org/letsmoveinschool/tools/peteachers/theme_aug.cfm
- Physical activity break ideas: http://www.aahperd.org/letsmoveinschool/tools/peteachers/break_aug.cfm
- A communication to parents: http://www.aahperd.org/letsmoveinschool/tools/peteachers/communication_aug.cfm
Legal

Registration Guidance for the New School Year

Visit [http://www.isbe.net/pdf/guidance_reg.pdf](http://www.isbe.net/pdf/guidance_reg.pdf) for registration guidance for the 2011-12 school year and take time to review four areas that traditionally have generated confusion: Residency; Immigrant Pupils; Homeless Pupils; and School Fees and Waivers.

Earlier this year, the U.S. Department of Education provided a guidance letter regarding residency of students and school enrollment, available at [http://www2.ed.gov/about/offices/list/ocr/letters/colleague-201101.html](http://www2.ed.gov/about/offices/list/ocr/letters/colleague-201101.html). The guidance letter was jointly issued by the Office for Civil Rights and the Office of the General Counsel of the U.S. Department of Education, and by the U.S. Department of Justice. It is similar to the Illinois State Board of Education’s registration guidance in determining residency.


Thomas Lay Burroughs Award

Nominations Sought for Award to Honor Outstanding School Board President

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 on Nov. 18-20 and the award will be presented that Sunday morning (Nov. 20).

Nominations should be submitted as indicated below by the close of business on Oct. 14, 2011. You can send your nomination to Jean Ladage via e-mail to jladage@isbe.net. Please indicate in the subject line of the e-mail: Burroughs Nomination. If you have questions, call Jean Ladage or Marsha Moffett at (217) 557-6626. For nomination information and format please go to [http://www.isbe.net/pdf/burroughs_award.pdf](http://www.isbe.net/pdf/burroughs_award.pdf).

Special Education

Illinois Alliance of Administrators of Special Education Fall Conference

The Illinois Alliance of Administrators of Special Education Fall Conference will be held Sept. 22-23 in Tinley Park. The IAASE conference features timely topics of interest to regular and special education administrators.

Along with sessions covering legal and administrative topics, attendees can look forward to two keynote presenters. Jon Stetson, mentalist, will provide a unique presentation that aims to strengthen administrative and communication skills. Jodee Blanco, a survivor, expert and activist on the subject of bullying, will present “It’s NOT just Joking Around! Understanding School Bullying Through the Eyes of a Former Victim.”

Administrators may also be interested in attending the preconference Administrator Academy workshop on Wednesday, Sept. 21. Bob Fennema will present “Special Education Finance, Academy #833,” covering information regarding special education funding, budget development and management, finance procedures, and productive use of fiscal resources to promote and sustain a safe, efficient, and effective learning environment.

For additional information and to register, go to [http://www.iaase.org](http://www.iaase.org).

Request for Proposals for Illinois Statewide Technical Assistance Center

On Aug. 24, 2011, ISBE issued a Request for Proposals (RFP) to continue the implementation of the Illinois Statewide Technical Assistance Center (IS-TAC). Established by ISBE in 1998, IS-TAC is a state sponsored and federally funded entity consisting of four (4) collaboratively functioning projects (i.e., funded by federal Individuals with Disabilities Education Act (IDEA) Part B discretionary monies). The purpose of IS-TAC is to coordinate a regionalized system of technical assistance and training to build the capacity of schools to promote social and academic success of all students, including those with significant challenges and disabilities. IS-TAC promotes a prevention-based systems-change approach, which includes data-based decision-making and research-based instructional practices. The four collaborative projects that make up IS-TAC include the following:
1. Positive Behavior Interventions and Supports (PBIS) Network
2. Illinois Autism Training and Technical Assistance Project (IATTAP)
3. Project Children Have Opportunities in Inclusive Community Environments and Schools (CHOICES)
4. Parent and Educator Partnership (PEP)

The RFP, application forms, and other pertinent materials are posted at http://www.isbe.net/spec-ed/html/grant_info.htm. Applications must be received by ISBE no later than Sept. 30, 2011.

Questions about the RFP may be submitted to the Online Bidders’ Forum at istacrpf@isbe.net (preferred) or by contacting Dave Andel at (217) 782-5589.

Department of Natural Resources

Educational Resources Available for Teachers to Use in the Classroom

The Illinois Department of Natural Resources (http://dnr.state.il.us) provides a number of resources helpful in the classroom.

- IDNR offers trading cards that contain an image on one side and facts on the other side. Mammals, birds, reptiles, amphibians, fishes, invertebrates, plants, fungi, microorganisms, rocks minerals and fossils are represented. A poster accompanies each card set to depict all of the cards in the set and provide suggestions for use. There are five sets of cards. To request cards, send a note on school letterhead to IDNR Education, 1 Natural Resources Way, Springfield, IL 62702. Please specify the set number(s) you are requesting. Teachers are allowed one pack of cards and one poster for each of the five sets.
- IDNR’s monthly magazine Outdoor Illinois covers a wide variety of topics that can be incorporated into classroom projects. Last month’s issue featured a photo essay on fungi and a story on lamprey, a fish found in Illinois rivers that lives off the blood of other fish.
- For teachers who work with students whose primary language is Spanish, there are activity books and posters available in Spanish. Visit http://dnr.state.il.us/teachkids.

Classroom Opportunities

National Parks Foundation Offers Electronic Field Trip

Registration is under way to participate in the National Park Foundation Electronic Field Trip to Saguaro National Park in Arizona. The show will air live at noon and 3 p.m. on Friday, Oct. 21. It targets fourth- to eighth-graders and will look at the Sonoran Desert and its diverse inhabitants.

The show will be carried by many stations across the country and will also air via Webcast at http://www.electronicfieldtrip.org. Register online to participate.

A companion Website with lesson plans and interactive games will be available starting Sept. 19 at
U.S. Department of Education

Website Commemorates 10th Anniversary of 9/11

A new Website (http://www.ed.gov/911anniversary) is available from the U.S. Department of Education with 9/11 materials for teachers. This new web site presents a set of resource materials focused on the anniversary of 9/11, which were developed under federal grants supported by the U.S. Department of Education.

The resources can be used by teachers in carrying out classroom activities to commemorate the anniversary. Further, the Website provides a link to the grantee’s host site, where you can access the full set of resource materials. Also, links are provided to a number of other updated federal agencies that offer access to educational resources focused on the anniversary of 9/11.

In addition, our country will be celebrating Constitution Day on Sept. 17. Some of the materials, in addition to commemorating the anniversary of 9/11, underscore the importance of the Constitution and its underlying principles to our democracy.

Professional Opportunities

Teacher Town Hall to Air Sept. 25 as Part of NBC News Education Nation Summit

The second annual NBC News Education Nation Summit will kick off with a live Teacher Town Hall broadcast event on MSNBC from to 11 a.m. to 1 p.m. (Central time) Sunday, Sept. 25. The event will be hosted by Brian Williams in New York City with about 300 teachers joining the program in person, although teachers from across the country can also participate via a live Web chat.

To participate in the conversation, register at http://www.educationnation.com. The forum was watched by nearly 800,000 viewers on MSNBC last year with more than 7,000 teachers signing up for the live online chat. Visit the Web site above to learn more about the NBC News Education Nation Summit.

Nominations Sought for National Teachers Hall of Fame

Nomination forms are available for the National Teachers Hall of Fame. Each year, the Hall of Fame, located in Emporia, Kan., inducts five teachers from across the country.

Candidates must be certified public or nonpublic classroom teachers with at least 20 years experience teaching in grades preK-12.

Anyone can nominate a teacher; self-nominations are accepted, too. For more information and a nomination form, go to http://www.nthf.org or call (620) 341-5660.

International Dyslexia Association to Hold Conference Nov. 9-12 in Chicago

The International Dyslexia Association’s 62nd annual Reading, Literacy and Learning Conference is set for Nov. 9-12 in Chicago.

The conference brings together more than 2,000 educators, parents and students. For more information, visit http://www.interdys.org. Registration is under way.

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