Message From State Superintendent Christopher A. Koch

Last week the U.S. Department of Education (ED) released proposed application requirements for a third round of Race to the Top (RTTT). This $200 million program is only open to the nine states that were finalists, but did not receive funding, under the initial two phases.

Illinois is one of the nine states eligible and we are developing an application. If successful, we would receive about $28 million, and possibly more if any of the other finalist states do not apply (South Carolina has already indicated it will not apply for its potential share of these RTTT funds.)

According to the initial requirements for this third round of RTTT funds, any proposed budget must include meaningful support for Science, Technology, Engineering and Math education and we are limited to pursuing initiatives that were in our Phase 2 RTTT application such as the following:

- Implementation of revamped performance evaluation;
- Development of a Learning and Performance Management System to assist school districts and educators in driving instruction;
- Support for programs of study in STEM, particularly financial support within our proposed budget for STEM education.

We see this RTTT opportunity as a means to further implement the ongoing education reforms in the state. Illinois is well positioned from our previous RTTT and other work, and I don’t anticipate needing to pursue any legislative or other additional reforms simply to meet ED requirements for this third round of RTTT.

I also want to draw your attention to the 23rd National Dropout Prevention Conference Oct. 9-12 in Schaumburg. Activities such as the National Dropout Prevention Conference are important to allow the field opportunities to share expertise and best practices. The Illinois Association of Regional School Superintendents is a sponsor and played a key role in bringing the conference to our state. This year’s theme is STAY, Systems Together Advancing Youth, and some of the key topics include family involvement, school culture, attendance and truancy, reenrolling dropouts and funding issues. You can find out more information at http://www.dropoutprevention.org/conferences.

Have a great week.

Chris
Upcoming Dates and Deadlines

- **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
- **ARRA FTE jobs and vendor data for the quarter ending Sept. 30 due at ISBE** – Oct. 5
- **National Dropout Prevention Conference in Schaumburg** – Oct. 9-12
- **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
- **2012 Illinois Arts Education Week Poster Contest deadline** – Nov. 30
- **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

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Funding and Disbursement Services

**Sept. 30, 2011, ARRA Jobs and Vendor Data Due Oct. 5, 2011**

American Recovery and Reinvestment Act (ARRA) full-time equivalent (FTE) jobs and vendor data for the quarter ending Sept. 30, 2011, is due at the Illinois State Board of Education on or before Wednesday, Oct. 5, 2011.

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. Please refer to the ARRA Reporting Instructions at [http://www.isbe.net/arra/pdf/arra_reporting_inst.pdf](http://www.isbe.net/arra/pdf/arra_reporting_inst.pdf) for detailed reporting procedures.

ARRA data must be reported regardless of whether any jobs were funded or any payments were made to a vendor of $25,000 or more in the reporting quarter. Please follow these three steps below to properly calculate the jobs FTE that must be reported for the period ending September 30.

- **Step 1:** Determine the number of hours in a full-time schedule for ARRA funded employees between July 1 and Sept. 30 (i.e. an employee works 40 hours a week for 13 weeks, the quarterly hours in a full-time schedule is 520 hours). Note: This figure may change depending on the type of employee.
- **Step 2:** Determine the number of hours employees were paid with ARRA funds for the reporting quarter ending Sept. 30.
- **Step 3:** Divide the number calculated in Step 2 by the quarterly hours in a full-time schedule calculated in Step 1. This calculation should be performed for each employee funded with ARRA dollars. The formula for reporting can be represented as:

\[
\text{ARRA FTE} = \frac{\text{Total Number of Hours ARRA Funded Within Reporting Quarter}}{\text{Quarterly Hours in a Full-Time Schedule}}
\]

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, CFDA #84.394**
- **Title I Low Income Neglected – Revenue Code 4852, CFDA #84.394**
- **Title I Low Income Delinquent – Revenue Code 4853, CFDA #84.394**
- **Title I School Improvement – Revenue Code 4854, CFDA #84.394**
• Title I School Improvement (1003g) – Revenue Code 4855, CFDA #84.388
• IDEA Part B Preschool – Revenue Code 4856, CFDA #84.392
• IDEA Part B Flow Through – Revenue Code 4857, CFDA #84.391
• Title II D Enhancing Education Through Technology – Revenue Code 4861, CFDA #84.386
• McKinney Vento Homeless Education – Revenue Code 4862, CFDA #84.387
• Education Jobs Fund Program – Revenue Code 4880, CFDA #84.410 (If compensation and/or benefits have been or will be requested for employees from July through September)

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

EDUCATION JOBS ARRA REPORTING REMINDER – PLEASE READ CAREFULLY: If the LEA has submitted or plans to submit an expenditure report requesting reimbursement of qualifying expenditures (i.e. compensation and benefit costs) between July 1 and Sept. 30 the full-time equivalent (FTE) jobs and vendor data must be reported for the period ending Sept. 30 even if an expenditure report for reimbursement has yet to be filed for that reporting quarter. For example, if the LEA is going to submit in mid-October an Ed Jobs expenditure report requesting reimbursement of compensation and benefits expended during the reporting quarter ending Sept. 30, the LEA is required to report FTE jobs and vendor data to ISBE on or before the required ARRA reporting deadline of Oct. 5 even though the expenditure report has not yet been submitted by the LEA. This is true for any subsequent quarter.

Further, once the LEA begins to request Ed Jobs expenditure reimbursement they are obligated to report ARRA FTE jobs and vendor data via the ARRA Reporting System every subsequent quarter until all Ed Jobs Funds have been requested and reported, even if no expenditure reports for reimbursement have been submitted in the current ARRA reporting quarter. For example, if the LEA requested reimbursement and reported ARRA data through June 30 but has no Ed Jobs expenditures between July 1 and Sept. 30, they must still submit ARRA FTE jobs and vendor data for the Sept. 30 ARRA reporting quarter that reflects that 0 FTE jobs or vendor payments were funded with Ed Jobs dollars during the reporting quarter. Again, the LEA must continue to submit ARRA data reports for each reporting quarter, beginning with the quarter in which the compensation funding start date occurs until all Ed Jobs funds have been requested and reported.

If you have further questions or concerns with the Ed Jobs program contact Jim Mathes at jmathes@isbe.net or Marj Beck at mbeck@isbe.net. Both can be reached at (217) 782-5256.

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 ISBE’s Division of Funding and Disbursement Services at (217) 782-5256.

### Constitution Day

**Resources Available to Mark Constitution Day on Sept. 17**


The National History Education Clearinghouse, which is funded by the U.S. Department of Education, also features teacher resources for Constitution Day on its Website, [www.teachinghistory.org](http://www.teachinghistory.org).

Educators can also check out Constituting America at [http://constitutingamerica.org](http://constitutingamerica.org). Constituting America organizes an annual contest for students of all ages for original songs, poetry, short films, essays, drawings, speeches and public service announcements. This year’s winners are online. Resources includes links to full-text copies of the Declaration of Independence and the U.S. Constitution, a youth blog and more.

### Illinois Arts Education Week

**K-8 Public and Private School Students Invited to Participate in Poster Contest**

Illinois public and private school students in grades kindergarten through eighth-grade are eligible to enter the 2012 Illinois Arts Education Week Poster Contest. Illinois Arts Education Week is set for March 12-18 next year, as designated by Gov. Pat Quinn. The poster contest is sponsored in cooperation with the Illinois Alliance for Arts Education and the Illinois State Board of Education.

The winner of the annual contest is featured on a poster to celebrate Illinois Arts Education Week. Last year’s winner was Nicole Maslow of Hinsdale South High School SD 86. High school students competed last year in the poster contest and will again next year in the alternating contest. This year’s theme is “Be Art Smart” and should represent the four art areas of dance, drama, music and visual arts.

For details on criteria and how to enter, visit [http://www.isbe.net/curriculum/html/arts_week.htm](http://www.isbe.net/curriculum/html/arts_week.htm). The deadline to enter is Nov. 30. Questions should be directed to Cornelia Powell at [cpowell@isbe.net](mailto:cpowell@isbe.net) or (217) 557-7323.

### Rules and Waivers

**Notice of Completed Rulemaking**

Please be advised that three rulemakings specific to special education certification are now in effect. These rules have been posted on the agency’s website at [http://www.isbe.net/rules](http://www.isbe.net/rules). Please choose “Rules Currently in Effect” and then scroll to Parts 25, 28 and 226.

P.A. 97-461 (SB 1794), effective August 19, 2011, authorized the State Board of Education to use peremptory rulemaking to put into the Illinois Administrative Code policies and guidelines ordered by the federal court in what is commonly referred to as the Corey H. matter. The changes made in Parts 25 and 226 incorporate four sets of guidelines (“25 Appendix C”, “226 Final Transition Rules”, “25 Final Transition Rules” and “Section 25.805”) as they were ordered by the court. In addition, standards for the certification of
special educators can be found in new Part 28. To review each of these policies and guidelines, collectively referred to as the “transition rules”, go to http://www.isbe.net/rules/archive/default.htm, “Rules Affected by Federal Court Action.”

The changes made in the rules by these policies and guidelines implement the system of cross-categorical certification that was ordered by the court in 2001 and 2002. Since this system has been in place since that time, no changes will be required in educator preparation programs or in criteria for obtaining special education certification as a result of these rulemakings.

A brief description of the changes in each of the rules and a list of the sections affected is provided below.

Part 25 (Certification): Incorporates the system of certification for special education personnel ordered by the federal court beginning in 2001, which represent the way in which special education staff is currently certified. Incorporates and clearly expresses the policies and guidelines the court ordered to be implemented within the context of the current language of the rules, as described below:

- P.A. 93-679, effective June 30, 2004, eliminated the requirement that each school district have a local professional development committee (LPDC), as well as the requirement for the LPDC to approve a teacher’s plan for continuing professional development, and placed in statute a key component of Corey H. policies and guidelines regarding the percentage of activities that both special education teachers and general education teachers must devote to special education topics during each five-year renewal cycle;
- P.A. 95-793, effective August 8, 2008, eliminated continuing education units (“CEUs”) from the choices available to teachers to meet continuing professional development requirements; and
- Previous streamlining affected the way in which certain of the requirements of the “transition rules” have been placed in Sections 25.11, 25.805 and 25.880.

Effective Date: August 22, 2011

Part 28 (Standards for Certification of Special Educators): Establishes standards for all special educators and for each type of endorsement for which a special educator may apply, which were to be incorporated into preparation programs that prepare special education personnel, and beginning on January 1, 2003 (or another date as stated in the rules), reflected in the content of examinations that candidates must pass in order to receive a particular special education endorsement.

Effective Date: August 22, 2011

Part 226 (Special Education): Aligns Part 226 to the system of certification for special education teachers that is set forth in Part 25, as described above.

Affected Sections: 226.800, 226.810, 226.820, and 226.840
Effective Date: August 22, 2011

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.

**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 of tip sheets and guides for parents and parent liaisons.

Materials can be ordered online at 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.

**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.

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**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)

**Certificate of Tax Levy (ISBE 50-02) 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)

For questions concerning either form, contact Toby Turek or Christine Kolaz, ISBE 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.

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).

Department of Natural Resources

**State Agency Offers Variety of Resources for Teachers**

The Illinois Department of Natural Resources Division of Education offers a wide range of programs and supplemental resources for teachers. Grants, workshops, lessons, CD-ROMs, DVDs, podcasts, posters, activity books and resources trunks are just some of the items available. Here are a couple of highlights (Visit [http://www.dnr.illinois.gov/education](http://www.dnr.illinois.gov/education) for more):

**Schoolyard Habitat Action Grant:** The Schoolyard Habitat Action Grant program provides funds to establish or enhance wildlife habitat on the school grounds or other public place and is available to teachers, youth group leaders and nature center personnel. Visit [http://dnr.state.il.us/education/CLASSRM/grants.htm](http://dnr.state.il.us/education/CLASSRM/grants.htm) to access the application form.

**Field Trip Packs for Loan to Early Childhood Educators:** Field Trip Packs for loan to early childhood educators (grades prekindergarten through three) are available from 125 lending locations throughout Illinois. Each pack is a backpack that contains hands-on equipment to encourage young children to engage in nature exploration. For more information, visit [http://dnr.state.il.us/education/fieldtrippack.htm](http://dnr.state.il.us/education/fieldtrippack.htm).

**Grants for Natural Resources-related Field Trips in Illinois:** The Illinois Biodiversity Field Trip Grant program can provide funding for teachers and their students to visit the natural wonders of our state. Teachers may apply for up to $500 to be applied toward transportation and substitute teacher costs. Instructions
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 http://electronicfieldtrip.org/saguaro/. For questions, e-mail eft@nationalparks.org.

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.

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.

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


and an application form can be found at http://dnr.state.il.us/education/CLASSRM/grants.htm. The conference brings together more than 2,000 educators, parents and students. For more information, visit http://www.interdys.org/. Registration is under way.