June 23, 2014

Message From State Superintendent Christopher A. Koch

This week the Board approved state regulations to offer some flexibility to schools that participate in the National School Lunch and Breakfast programs. If the Board had not acted by July 1, schools would not be allowed to host fundraisers in which certain treats are sold during the school day, beginning this school year.

The Board took two actions; one was emergency approval of the rules that allows schools flexibility during the upcoming school year, which will expire midway through the school year. The second action takes the same rules through the regular rulemaking process, which will allow for public comment. The Board modified the staff recommendation slightly, changing the phase-in time from six years to three years.

At the Board meeting, members of the Student Advisory Council presented their end of year project, which focused on grading scales. Students found a variety of scales throughout the state, including the traditional 10-point and 7-point scale, but they recommended that we begin looking at a shift to a standards-based grading scale, which they felt was a better indicator of academic success. Their presentation was excellent and has been posted to the Student Advisory Council’s web page. Please review it at http://www.isbe.net/sac/ppt/2014-board-presentation.pdf.

Also, I want to direct you to a resource recently released by the Council of Chief State School Officers that details the development of the Common Core. The Common Core State Standards: Insight Into Their Development and Purpose was written by David T. Conley, co-chair of the Validation Committee for the Common Core State Standard Initiative.

Conley discusses in detail the process that was created by state superintendents and governors to develop the voluntary learning standards as well as the research reviewed by educators while writing the standards. He also looks at some of the myths around the standards. You may access it here on the CCSSO website, http://www.ccsso.org, under Resources.

Have a great week!

Chris

Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Illinois Center for School Improvement</td>
<td>2</td>
</tr>
<tr>
<td>School Business Services</td>
<td>3</td>
</tr>
<tr>
<td>Data Analysis and Accountability</td>
<td>4</td>
</tr>
<tr>
<td>Title Grant Administration</td>
<td>5</td>
</tr>
<tr>
<td>Funding and Disbursements</td>
<td>6</td>
</tr>
<tr>
<td>SEPLB</td>
<td>6</td>
</tr>
<tr>
<td>School Health Issues</td>
<td>6</td>
</tr>
<tr>
<td>Illinois Department of Public Health</td>
<td>7</td>
</tr>
<tr>
<td>In Brief</td>
<td></td>
</tr>
</tbody>
</table>

Upcoming ISBE Dates and Deadlines

Please note this is not a complete list of events, meetings and deadlines. For questions, call the Illinois State Board of Education at (866) 262-6663 or (217) 782-4321 or visit the agency’s official website at http://www.isbe.net.

- eReport Card Data Collection – June 30
- Student Health Data – Vision system report deadline – June 30
- Student Health Data – Dental system report deadline – June 30
- ISBE offices closed for Independence Day – July 4
- Part 228 (Transitional Bilingual Education) and Part 650 (Charter Schools) – Public comment period ends July 14
- 2014 College Changes Everything Conference – July 17 in Tinley Park (For more information, visit http://www.collegechangeseverything.org/events/2014-ccce.html.)
- 2013-14 Pupil Transportation Reimbursement Claim – Aug. 15
- Postmark deadline for waiver applications to be considered by General Assembly in Fall 2014 – Friday, August 15, 2014 (See http://www.isbe.net/isbewaivers/default.htm for public notice requirements for all waiver requests.)
- ISBE offices closed for Labor Day – Sept. 1
- ISBE offices closed for Columbus Day – Oct. 13
- ISBE offices closed for Election Day – Nov. 4
- Eighth annual Conference on Best Practices in Nonpublic Special Education Programs – Nov. 6-7 (http://www.isbe.net/spec-ed/np_handouts/default.htm)
- Annual Statement of Affairs (ISBE 50-37) – To be filed with ISBE by Dec. 15 (http://www.isbe.net/sfms/afr/asp.htm)

**Illinois Center for School Improvement**

**Dr. Betheny Lyke Named Director**

The Illinois State Board of Education (ISBE) and American Institutes for Research (AIR) are pleased to officially announce that Dr. Betheny Lyke has been named director of the Illinois Center for School Improvement (Illinois CSI).

Dr. Lyke has been serving as Illinois CSI's acting director since April, when the previous director, José Rico, left to assume an executive position in a national organization. At the time, Dr. Lyke was Illinois CSI's associate director of district services and a member of the organization's senior leadership team. In her role as associate director, Dr. Lyke oversaw the development, delivery and coordination of services Illinois CSI began providing to Illinois's 29 districts with priority schools last November.

“As acting director, Dr. Lyke has been a hands-on leader with a get-it-done work ethic,” said Susie Morrison, chief education officer for ISBE. “I have appreciated Dr. Lyke's desire to work with ISBE leadership and all of our statewide system of support (SSoS) partners as we together build a continuum of high-quality, coordinated, and research-based services for all Illinois school districts so that every student is college and career ready.”

Illinois CSI is a partnership between ISBE and AIR and was established to bring oversight and coordination to school district-level services provided by Illinois's SSoS.

Since November, Illinois CSI has conducted district needs assessments for districts that qualify for priority services, provided these districts with coaching services, and initiated districts into its 18-month District Leadership Team Learning Network program. Illinois CSI also has played a leadership role in the formation of foundational services that are available for all school districts in Illinois and delivered by the Regional Offices of Education and the Intermediate Service Centers in partnership with Illinois CSI and ISBE.

Prior to joining Illinois CSI, Dr. Lyke held numerous educational leadership positions at the building and district levels for the Thornton Township High Schools District. She also served as an administrator for the Matteson School District. In addition, she has been a Rising Star trainer and School Improvement Grants reviewer for ISBE. Dr. Lyke began her career in 1992 as a mathematics instructor.
“I joined Illinois CSI because I was drawn to ISBE’s vision for better serving and supporting school district leaders,” Dr. Lyke said. “My number one goal is for district leaders to see Illinois CSI as an ally and a high-quality resource for their continuous improvement planning. As a former district leader, I know what it means for district leaders to struggle with limited resources and ever-growing mandates. Illinois CSI’s job is to help our district leaders believe that what they do drives student success throughout all their schools.”

In her role as Illinois CSI director, Dr. Lyke will report directly to the ISBE Roundtable and is responsible for overseeing the deliverables of ISBE’s contract with American Institutes for Research to operate Illinois CSI.

For more information about Dr. Lyke and Illinois CSI, please visit www.illinoiscsi.org.

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**School Business Services**

**The Fiscal Year 2013-14 School District/Joint Agreement Annual Audit**

For the year ending June 30, 2014, the Illinois State Board of Education (ISBE) provides the Illinois School District Annual Financial Report (AFR) (Form 50-35) and Joint Agreement Annual Financial Report (Form 50-60) electronically and is supported in Excel version 97-Excel 2003 workbook version. These forms are used for the financial reporting requirement by all Local Education Agencies (LEA).

Section 3-7 of the School Code sets forth the duties and responsibilities needed to meet the audit requirement.

The AFR and related material can be obtained at SD/JA Annual Financial Report. You can also go to the ISBE homepage at www.isbe.net, select “Division Links,” select “School Business Services Division,” and then select “Forms” and “Annual Financial Report FY14.”

**Filing deadline for the AFR:** Statute requires that the AFR and attachments be filed this year on or before Wednesday, Oct. 15, 2014, with the appropriate Regional Office of Education/Intermediate Service Center (ROE/ISC). In extenuating circumstances, the Regional Superintendent may grant up to 60 days extension per Section 3-7 of the School Code. If an extension has not been granted, the AFR must be forwarded by the ROE/ISC to ISBE on or before Friday, Nov. 14, 2014 (Cover page through Page 8 with all signatures, is required to be mailed to the ROE/ISC by Oct. 15, 2014, and the ISBE by Nov. 14, 2014).

For further questions, please contact School Business Services: Toby Turek, Debbie Hemberger or Scott Durr at finance1@isbe.net or (217) 785-8779.

**School District/Joint Agreement Budget Forms Now Available**

Now available at the School Business Services Division website are FY2015 School District/Joint Agreement Budget forms (ISBE Form 50-36/50-39) with related additional information and instructions.

Forms and resources at the ISBE website, http://www.isbe.net/sfms/budget/default.htm, include:

- FY2015 School District/Joint Agreement Budget, ISBE Form 50-36/50-39
- Links to Current Rules and School Code Requirements.
- Dates to Remember.
- Additional Help Guides and Other Useful Links.
- ARRA Budgeting Requirements – Emergency Rules Part 100.

FY 2015 School District Budget/Joint Agreement Forms must be submitted to the Illinois State Board of Education no later than Thursday, Oct. 31, 2014. The School Code, Section 17-1 (105 ILCS 5/17-1) requires school districts/joint agreements to electronically submit the adopted annual budget to ISBE; and also requires school districts who adopt an unbalanced budget in the operating funds to complete a Deficit Reduction Plan to balance the budget within three years. Additional deadline dates are included on the webpage.

Amended FY 2014 Budgets must be completed and adopted no later than June 30, 2015. Please submit the amended budgets to ISBE through the Attachment Manager.
For further inquiries, please contact School Business Services: Toby Turek or Christine Kolaz at finance1@isbe.net or (217) 785-8779.

**Annual Statement of Affairs (ISBE 50-37) Used by 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. The Annual Statement of Affairs (ASA) is required to be submitted on the form prescribed by the Illinois State Board of Education (ISBE) for posting on the ISBE’s website, by having copies of the ASA available in the main administrative office of the district, and by publishing the ASA in a newspaper of general circulation published in the school district.

School districts that serve as the administrative agent for a joint agreement are also subject to the ASA requirements listed above with respect to joint agreements that they administer. All “Annual Statement of Affairs” are required to be filed with ISBE by Dec. 15, annually and posted on its website by Jan. 15, annually.

Further information and the ASA form can be obtained at [http://www.isbe.net/sfms/afr/asp.htm](http://www.isbe.net/sfms/afr/asp.htm). For further questions, contact School Business Services: Toby Turek or Christine Kolaz at finance1@isbe.net or (217)785-8779.

**Certificate of Tax Levy (ISBE 50-02) Form Available for Use 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 (ISBE 50-02) form may be used to meet the requirement of this section and can be obtained on the ISBE website at [http://www.isbe.net/sfms/afr/ctl.htm](http://www.isbe.net/sfms/afr/ctl.htm).

For further inquiries, contact School Business Services: Toby Turek, Debbie Hemberger or Scott Durr at finance1@isbe.net or (217) 785-8779.

**ILEARN Updated With Data From FY 2013 Annual Financial Reports**

ILEARN now includes the financial data from the FY 2013 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 2013 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 or forms can be directed to Toby Turek, Christine Kolaz or Debbie Hemberger in ISBE’s School Business Services Division at (217) 785-8779 or finance1@isbe.net.

**Data Analysis and Accountability**

**2013-2014 Dental Data Collection**

The Student Health Data – Dental system is now available in IWAS for school year 2013-2014 data submission. All students in kindergarten, grade 2, and/or grade 6, must have their data reported. Completed reports must be received by the Illinois State Board of Education (ISBE) no later than June 30, 2014.

Below are links (URLs) to important related documents. Please use them for assistance with submitting your data.

- **School Dental Examinations Information Sheet:** [http://www.isbe.net/research/pdfs/dental_information.pdf](http://www.isbe.net/research/pdfs/dental_information.pdf)
- **Dental Information-Data Entry Worksheet:** [http://www.isbe.net/research/xls/dental_worksheet.xls](http://www.isbe.net/research/xls/dental_worksheet.xls)
As mandated by Section 5/27-8.1 of the School Code, dental data must be submitted for all Illinois schools serving any combination of kindergarten, grade 2, and/or grade 6 students. Public school districts may enter the data for each of their schools or approve school IWAS users to enter the data. Regardless of who enters data, it is the responsibility of the nonpublic school administrator/public school district administrator to review the accuracy of entered data and submit the data to ISBE.

Please share this information with school nurses, health technicians, and individuals responsible for submitting your eye examination data to ISBE. For questions related to the data entry, contact ISBE Data Analysis and Accountability Division at (312) 814-2220. For technical assistance, contact the ISBE Help Desk at (217) 558-3600.

2013-14 Eye Examination Data Collection

The Student Health Data – Vision system is now available in IWAS for school year 2013-2014 data submission. All students in kindergarten and any student enrolled for the first time in an Illinois School as of Oct. 15, 2013, must have their data reported. Completed reports must be received by the Illinois State Board of Education (ISBE) no later than June 30, 2014.

Below are links to important related documents. Please use them for assistance with submitting your data.

- Student Health Data – Vision System – IWAS User Guide for Electronic Submission:  
  http://www.isbe.net/research/pdfs/vision_iwas_guide.pdf
- Eye Examination Data Entry Worksheet:  
  http://www.isbe.net/research/xls/eye_exam_wksht.xls
- School Eye Examinations – Information Sheet:  
  http://www.isbe.net/research/pdfs/eye_examinations.pdf

A report must be submitted for every eligible school, without exception. Schools that are not the home school for any student should submit the report by selecting the option which allows them to declare they have no data to report. This option may also be selected by home schools that do not serve kindergarten students and had no students in grades 1 through 12 enrolling for the first time in an Illinois school. All eligible schools should receive IWAS inbox messages regarding Student Health Data -Vision Data Collection. Please check your IWAS inbox for reminders and updates.

Please share this information with school nurses, health technicians, and individuals responsible for submitting your eye examination data to ISBE. For questions related to the data entry, contact ISBE Data Analysis and Accountability Division at (312) 814-2220. For technical assistance, contact the ISBE Help Desk at (217) 558-3600.

Title Grant Administration

Fiscal Year 2015 NCLB Consolidated Application Now Available in IWAS

The FY 2015 NCLB Consolidated Application is now available in IWAS. The application, including the FY 15 projected district allocations for Titles I and II-A, incorporates the following grants:

- Title I, Part A, Improving the Academic Achievement of the Disadvantaged.
- Title II, Part A, Teacher Quality.
- Please make sure that your approval groups are properly assigned through IWAS in order to access the system and submit your application.

The start date for use of grant funds is July 1, 2014, or the date a substantially approvable application has been received by ISBE, whichever is later. The application is due no later than Nov. 5, 2014.

PLEASE NOTE:

- FY 14 carryover will be available for FY 15 applications once FY 14 final expenditure reports have been submitted.
- Title II-D, Title IV and Title V funds were not appropriated for this application for FY 15.
- We anticipate a high user volume immediately after this notice is released and applicants may experience delayed system response times. If this occurs, please try again later before calling the Helpdesk for assistance.
WEBINAR RESOURCES: A webinar is now available [here](http://www.isbe.net/grants/pdf/nclb_pc_reg_asmt.pdf) that will guide users through the application process.

If you have questions concerning Title I and Title II-A, contact your area consultant at (217) 524-4832. To confirm who your FY 15 consultant is, please go here: [http://www.isbe.net/grants/pdf/nclb_pc_reg_asmt.pdf](http://www.isbe.net/grants/pdf/nclb_pc_reg_asmt.pdf).

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**Funding and Disbursements Division**

**Important Changes in the Electronic Expenditure Reporting (EER) System**

As local education agencies (LEAs) prepare to transmit June 30 expenditure reports, please be aware of the following changes to the Electronic Expenditure Reporting system accessed via IWAS (ISBE Web Application Security system).

**State Programs ONLY (Revenue Codes prefixed with 3xxx):**

- Expenditure Through Date Selection Screen: User will be able to choose either the current month end report or report as of the current calendar date; however, if a required quarterly report has not been transmitted, the only choice is to transmit the required report. This change is consistent with the federal grants expenditure reporting process.

**Federal and State Programs:**

- LEAs will be able to include obligated payroll expenditures (e.g. staff paid on 12 month basis) on the June 30 or later report (entered as an outstanding obligation) when the project end date is after June 30 (e.g. usually Aug. 31).
- LEAs will be able to include a commitment amount (i.e. advance) greater than the amount entered as an outstanding obligation on the June 30 or later reports. Please note that a pop-up message will appear for the user to verify that anticipated expenditures reported as a commitment amount will occur in the next month that are NOT obligated (e.g. a summer school salary that has not yet been earned).
- Administrators only: The APPROVE button has been moved to the right side of the screen. Questions can be directed to the Division of Funding and Disbursements at (217) 782-5256.

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**SEPLB**

**School Nurse Licensure/Endorsement Program Approved at Lewis University**

The Illinois State Educator Preparation and Licensure Board (SEPLB) at ISBE has just approved the new school nurse licensure/endorsement program at Lewis University. Classes will be held at the Oakbrook campus and will be blended in class and online. Applications are now being accepted for the fall semester. Future plans include a master’s degree option in either or both nursing and education.

For questions, contact Linda Gibbons at [lgibbons817@gmail.com](mailto:lgibbons817@gmail.com). Program and application information can be found online at [http://www.lewisu.edu/academics/nursing/graduate/schoolnurse/index.htm](http://www.lewisu.edu/academics/nursing/graduate/schoolnurse/index.htm).

This brings the number of Illinois universities offering school nurse preparation programs back to four. The other programs are:

- Millikin University, Decatur, [jocarter@mail.millikin.edu](mailto:jocarter@mail.millikin.edu), [https://www.millikin.edu](http://www.millikin.edu)
- Southern Illinois University, Edwardsville, [kmontgo@siue.edu](mailto:kmontgo@siue.edu), [http://www.siue.edu/](http://www.siue.edu/)
- University of Illinois at Chicago, [cyonk@uic.edu](mailto:cyonk@uic.edu), [http://www.uic.edu/nursing/schoolnursing/](http://www.uic.edu/nursing/schoolnursing/)

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**School Health Issues**

**CDC Releases Results of 2013 Youth Risk Behavior Survey**

On June 12, the CDC’s Division of Adolescent and School Health (DASH) released the 2013 national, state and local Youth Risk Behavior Survey (YRBS) results on the YRBS website at [www.cdc.gov/yrbs](http://www.cdc.gov/yrbs). The results include statistics from students in Illinois, both inside and outside of Chicago.

The release includes:

- An MMWR Surveillance Summary that includes results from the 2013 National YRBS
and from 42 states (including Illinois) and 21 local (cities, including Chicago, and territories) surveys.

- New fact sheets and summary documents.
- An updated version of Youth Online – a web-based data system that allows users to view and analyze national, state and local YRBS results.
- Public-use datasets and technical documentation.

**YRBS background:** The YRBS monitors six categories of priority health-risk behaviors among high school students – behaviors that contribute to unintentional injuries and violence; tobacco use; alcohol and other drug use; sexual behaviors that contribute to unintended pregnancy and sexually transmitted diseases, including HIV infection; unhealthy dietary behaviors; and physical inactivity – plus the prevalence of asthma and obesity. The Illinois State Board of Education operates the Illinois outside of Chicago survey through a grant from the CDC. The Chicago Public Schools operates a city-wide sample survey, also through a grant from the CDC.

For more information about the YRBS, visit www.cdc.gov/yrbs or call 1-800-CDC-INFO (1-800-232-4636). At ISBE, project principal investigator is Jessica Gerdes (jgerdes@isbe.net).

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**Illinois Department of Public Health**

**Integrated Pest Management Seminars Slated for July 15 and 29**

As in the past, the Illinois Department of Public Health (IDPH) will present Integrated Pest Management (IPM) seminars for staff of public schools and daycares. Two seminars are scheduled for 2014, one on July 15 in Wadsworth and another on July 29 in Chatham. For more information and to register, go to http://www.idph.state.il.us/envhealth/ipm/training_sw.htm.

Attendance at one of the two seminars is required for over 100 schools and daycare centers that have opted not to implement the principles of IPM in their pest control operations, as indicated on the IPM forms all school districts and daycare centers are required to file with the IDPH. But staff of all public schools and daycare centers are invited to attend.

In past years, evaluations have shown that these IPM seminars are informative and surprisingly interesting. Even if your facility has chosen to implement IPM in its pest control operations, your staff may have questions about the state’s IPM regulations for schools and daycares, or what implementing Integrated Pest Management really means. Here’s your opportunity to learn all about IPM, the rules and pest management.

This year’s IPM seminars are being hosted by public schools, and will feature actual walk-through pest inspections of those schools. All attendees will receive a free, highly acclaimed and illustrated guide to pests of schools and daycares. There is no fee for attending the seminars, but you must complete and submit a registration form on the IDPH IPM website. Use the link above and click on “Course Registration Form.” If you have questions, contact the IDPH IPM Program at (217) 782-5830. Here are the specifics for the two scheduled seminars:

**UPCOMING INTEGRATED PEST MANAGEMENT (IPM) SEMINARS**

- 8 a.m. to 4 p.m., July 15, 2014, at Prairie Trail School, 13600 W. Wadsworth Road, Wadsworth.
- 8 a.m. to 4 p.m. July 29, 2014, at Chatham High School, 1401 Plummer Blvd., Chatham.

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**In Brief**

**Professional Development**


**Educator Opportunities**

- The Illinois Reading Council will present the 47th annual Illinois Reading Council Conference in Springfield from Oct. 2-4. The conference features many well-known authors, nationally recognized reading professionals, and educators that will be presenting over 400 breakout sessions. For more information, visit www.illinoisreadingcouncil.org or call (888) 454-1341.
Educational Tools

- Make reservations now to borrow the Illinois Department of Natural Resources’ Field Trip Packs and resources trunks for summer programs. The trunks and packs feature hands-on materials that provide resources close up for youth and that encourage nature exploration. Visit http://dnr.state.il.us/education/CLASSRM/teach.htm for more information.

In the News

- Congratulations to 11th-grader Marilyn Chakkalamuri of Woodstock North High School and her English teacher Jennifer Spear. Marilyn earned an honorable mention in the essay category of the nationwide First Freedom Student Competition. Read more about the contest at http://www.firstfreedom.org/education/students.html.
- Applications are available for the Innovations in American Government Awards, offered by Harvard Kennedy School’s Ash Center for Democratic Governance and Innovation. The center is also offering the Roy and Lila Ash Innovations Award for Public Engagement in Government. For details, visit www.innovationsaward.harvard.edu. Deadline is June 27.

Employment Opportunities

- An External Vacancy List for ISBE is available at http://www.isbe.net/hr/Default.htm.