Message from State Superintendent Christopher A. Koch

The governor signed the Budget Implementation Bill last week. The new foundation level is $5,959, and districts will see this change reflected at the beginning of the General State Aid cycle, with their first payment in August. This is an increase from last year of $225 per student and will allow us to make level payments throughout the year.

Last week, the Abraham Lincoln Bicentennial Commission announced a series of events throughout Illinois to mark the 200th birthday of our 16th President in February. The Illinois State Board of Education will be working with the Commission over the next several months to promote student participation in this once-in-a-lifetime event. We are working on projects with several agencies and will have details in later editions of the weekly message. The information about events and activities will be located on our website, as well. You can find out about all of the Lincoln Bicentennial events at www.lincoln200.net.

One way for your schools to participate in the bicentennial will be when we ask students who are in school on February 12, 2009, to join in a recitation of the Gettysburg address. More than 90 percent of our districts have modifications that would allow students to be in class that day. I would hope that if yours is one of them that you strongly consider including February 12 as a student attendance day this school year. While there are about 60 school districts that do not currently have modifications for school attendance on Lincoln’s Birthday, I would like to remind you that it is not too late to seek one. Since the State Board of Education approves these modifications of the School Code, they can be requested up until early February 2009, allowing time this fall for you, your board and your staff to discuss the possibility of participating in this statewide event.

I also wanted to update you on the Illinois Standard Achievement Test (ISAT) scores. As I mentioned to you in this column last month, we noticed some unexpected shifts in ISAT scores, both positive and negative. We’ve been working with our contractor, Pearson Education, and brought in a third-party reviewer with substantial testing experience to assist in reviewing the scoring, logistical processes and the psychometric methods. The review will be completed by the end of the month and final scores and determinations will be posted during the first week of August.

The fact that these issues were identified early in the scoring review process shows that the safeguards we have in place are working to ensure the most accurate scores possible.

Thanks for your cooperation and have a great week.

Chris

Upcoming Deadlines

- Special Education Directors’ Conference – July 30 – 31 & August 1
- Migrant Education application deadline – July 31
- Regular Orphanage Tuition Section 18-3 Claims – July 31
- Final amendments for FY 08 grants ending August 31 – August 1
- Special Education Excess Cost Claims – August 1
- Waiver applications to be considered by the General Assembly for Fall 2008 deadline – August 8
- Regular/Vocational/Special Education Transportation Claims – August 15
- PE Exemption Report survey due – August 15
- Special Education Personnel Claims – August 15
- Special Education Private Facility Claims – August 15
- Rules Part 35 Mentoring Program for New Principals deadline for public comment – August 25
- Head Start reimbursement deadline to submit revised claims – September 30
- Annual Superintendents’ Conference – October 23 – 24
- FY09 School Budget Form – October 31

Illinois Finance Authority

1% Sales Tax Workshop announced

The Illinois Finance Authority (IFA) is hosting a special workshop for District and Regional Superintendents in Springfield on Tuesday, July 29, from 8 a.m. to 1 p.m. The focus of the workshop is to review legal implications and updates of Public Act 95-0675, the Illinois County School Facility Occupation Tax Law.

State Representative Patrick J. Verschoore and Lynda Given of Chapman and Cutler LLP are featured presenters. A panel of superintendents will also make presentations on the topic. Participants will have an opportunity to network and learn about financing options, referendum strategies, and feasibility study development.

The workshop will be held at Northfield Inn, Suites & Conference Center, 3280 Northfield Drive. There is no registration charge and lunch is complementary.

Please contact Nona Myers, IFA Funding Manager, by Thursday, July 24, to register by fax at 217/782-3989 or by e-mail at nmymers@il-fa.com. If you have questions, please call 217/725-5760.

Legal

Health Examinations – Update

Health Examinations: The Governor signed HB 5717 into law on Wednesday, July 16. This law states that a student who received a health exam within one year prior to starting the fifth grade in the 2007-2008 school year is not required to receive an additional health exam when the student attends school for the 2008-2009 school year, unless the student is starting school for the first time. While the need for this legislation has effectively been mooted by the emergency rules, the State Board has been in support of this legislation and is pleased to inform districts of the Governor’s action.

As a reminder, Public Act 95-0422, effective August 24, 2007, revised the School Code such that a health examination was required before entering the sixth grade of any public, private or parochial school, as opposed to entering the fifth grade of any public, private or parochial school (the Public Act did not change any of the other instances when a health examination is required). ISBE has been asked whether students who had received a health examination prior to entering the fifth grade in the 2007-08 school year will, because of the new law, again have to receive a health examination before entering the sixth grade in the 2008-2009 school year. The Illinois Department of Public Health (IDPH) earlier this summer filed emergency rules which make clear that such students would not have to receive another health examination.


If you have any questions, please contact Shafiqul Azam, Data Analysis and Progress Reporting, at 217-782-3950 or by e-mail at mazam@isbe.net.

Criminal background checks web guide available


The guidance is an important resource to schools and districts as they are required to perform background
checks on all certified and non-certified applicants for employment with a school district.

For additional information on the web guide, contact the Illinois State Police, Bureau of Identification Customer Service, 815/740-5160 or askisp@isp.state.il.us; or Jessica Riddick, Illinois State Board of Education Assistant Legal Advisor, 312/814-2223 or jriddick@isbe.net.

### Rules & Waivers

#### Invitation to comment on rules

One additional set of proposed rules recently reviewed by the State Board of Education is currently available for public comment. This item has been posted on the agency’s website at [www.isbe.net/rules](http://www.isbe.net/rules); choose “Proposed Rules and Amendments.” Please submit any comments or suggestions you may have to rules@isbe.net.

#### Part 35 (Mentoring Program for New Principals)

These revisions are fairly straightforward and reflect ISBE staff’s experience in implementing this new program. The most notable of the changes is the addition of a definition of “first-year principal” that will cause mentoring to occur during the first full year of service if the first actual year begins late in a school year. In addition, Section 35.20(e) is being revised so that the administrative entity for the program can make direct payments to mentors if that is preferred by the providers. One of the letters of support for individuals who wish to serve as mentors has been determined to be unnecessary, and the remaining changes simply involve referring to “providers” consistently rather than “mentoring entities.”

**Deadline for Public Comment: Monday, August 25**

#### Notice of Effectiveness of Rules

Please be advised that one of amendments recently adopted by the State Board is now in effect. These rules have been posted on the agency’s website at [www.isbe.net/rules](http://www.isbe.net/rules); choose “Rules Currently in Effect” and scroll to the relevant Part number. If you print the affected Sections, please be sure to include the table of contents, which changes each time a Part is revised.

#### Part 252 (Driver Education)

Updating in response to P.A. 95-310, effective Tuesday, July 1, which eliminated in Section 27-24.3 of the School Code alternatives to practice driving other than six hours of behind-the-wheel instruction in a dual control car on the public roadways. Also defines “enrollment” for the purpose of a student’s receiving an instruction permit.

**Affected Sections:** 252.10, 252.20, 252.25, 252.30, and 252.40

**Effective Date:** Monday, July 7, 2008

### Curriculum & Instruction

**Comprehensive Intervention Model Institute held August 11-15**

A professional development opportunity will be offered through the Reading Recovery Training Center at National-Louis University in Lisle, Illinois, from **Monday, August 11**, to **Friday, August 15**. School teams will be introduced to Linda Dorn’s Comprehensive Intervention Model (CIM) as a Response to Intervention (RtI) design.

CIM provides a problem-solving framework for selecting the most appropriate interventions that are aligned across classroom, small group, and one-to-one configurations to
ensure a seamless RtI approach with simultaneous support meeting the immediate needs of struggling literacy learners. Participants will learn about selecting appropriate services, collaborating with teachers across intervention programs, and using various assessments to monitor student progress. Registration is limited to school teams attending with their Reading Recovery staff.

To register for CIM, contact Rebecca Olsen at 630-874-4148 or rolson@nl.edu by Friday, August 1.

**Special Education**

**Early Childhood Special Education Transition Data collection update**

Beginning **August 1**, Early Childhood Special Education Transition Data (SPP Indicator 12) will be collected through the Student Information System (SIS). Districts should no longer fax the Early Intervention to Early Childhood tracking form to the Illinois State Board of Education (ISBE).

Districts will still be required to submit the Early Intervention to Early Childhood tracking form to the Child and Family Connections (CFC) office.

Please note that only students who enroll in the district should be entered in SIS. Children whose parents refuse services or children who are determined ineligible for special education services should not be enrolled in SIS unless they enroll in a district program.

For more information on this data collection, please refer to the ISBE SIS Data Elements and the ISBE SIS Users Manual located on the SIS webpage at: [www.isbe.net/sis](http://www.isbe.net/sis). The Early Childhood Frequently Asked Questions (FAQ) is located at [http://www.isbe.net/sis/pdf/questions_answers_0508.pdf](http://www.isbe.net/sis/pdf/questions_answers_0508.pdf).

If you have questions regarding Early Childhood Special Education Transition, please contact Pamela Reising Rechner at 217/524-4835, or Sally Tudor, Scott Beever or Gwendolyn Williams at 217/782-5589. If you have technical questions regarding SIS, please contact the SIS Help Desk at 217/558-3600.

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**Nutrition**

**CATCH Master's Training Academy scheduled in DeKalb**

From **Tuesday, July 29**, through **Thursday, July 31st**, a CATCH (Coordinated Approach to Child Health) Master's Training Academy will be held in DeKalb, Illinois.

Approximately 15 individuals will be trained to assist with implementing training for the CATCH Program. The new trainers will be available to provide training directly to schools interested in or requesting to implement the CATCH Program.

For additional information or if a school is interested in becoming a CATCH School, contact the Illinois Department of Public Health's Nutrition and Physical Activity/Obesity Program for more information at 217/782-3300.

**School health fair planning tips**

Health fairs are a good way to inform, entertain, and promote positive health practices. If your school wants to hold a health fair, the Internet offers some very useful planning resources. The following websites provide some good starting points. Remember to start early for the best results.

- Health Fair Guides, United Health Care [https://www.uhctools.com/page/hw_healthfairguides.jsp](https://www.uhctools.com/page/hw_healthfairguides.jsp)

To borrow free nutrition and health related resources, visit the Illinois Nutrition Loan Library at: [www.kidseatwell.org](http://www.kidseatwell.org).
### National food safety education month tackles food allergens

September marks the 14th annual National Food Safety Education Month (NFSEM). This year's theme is "Take Action to Prevent an Allergic Reaction."

The National Restaurant Association Solutions encourages restaurant and food service operators to begin planning for the month-long safety campaign. This year will focus on the importance of food safety education for the restaurant and food service industry, while raising awareness of the industry's commitment to food safety.

As part of this educational effort, there are free weekly training activities and free posters and promotional pieces that reinforce the theme, “Take Action to Prevent an Allergic Reaction.”

September's five weekly themes are:

- Know the Common Food Allergens
- Communication with the Customer
- Avoiding Cross-Contact
- When Mistakes Happen
- Symptoms of an Allergic Reaction

Industry professionals are encouraged to take part in the food safety education. The free educational materials and training activities are available for download at [www.nraef.org/nfsem](http://www.nraef.org/nfsem). Previous years' activities are also available on the website.

For more information on how to get involved in NFSEM, call 312-715-1010, ext. 712.

### Funding & Disbursements

#### Program Accounting Manual Changes and FY 2009 grants

Effective Tuesday, July 1, extensive changes occurred to the Illinois Program Accounting Manual (IPAM). Part 110 (Program Accounting Manual) and Part 125 (Student Activity Funds and Convenience Accounts) were combined into the new Part 100 (Requirements for Accounting, Budgeting, Financial Reporting and Auditing).

A summary presentation of the changes can be found at: [http://www.isbe.net/finance/pdf/IASBO_workshops.pdf](http://www.isbe.net/finance/pdf/IASBO_workshops.pdf).

Specific details of how the changes relate to state and federal grant documents are provided below.

- **Object 600** “Other Objects” include costs previously reported under Objects 700 (Transfers) & 800 (Tuition).

- **Object 700** was renamed “Non-Capitalized Equipment,” previously “Transfers.” Some local education agencies (LEAs) have locally defined a capitalized equipment threshold higher than the $500 defined by ISBE. Under the new rules, equipment with a per unit cost equal to or ABOVE the LEA’s capitalized threshold will be classified in Object 500 – Capital Outlay. All other equipment with a per unit cost BELOW the LEA’s capitalized threshold would be classified in Object 700 – Non-Capitalized Equipment.

- **Object 800** “Termination Benefits,” previously “Tuition.”
  The Object 800 column would be shaded completely or deleted since federal and state grants do not allow termination benefits as a direct cost. Termination benefits may be included as an indirect cost, if applicable.

- **Object 500** (Capital Outlay) + **Object 700** (Non-Capitalized Equipment) will be included in the Indirect Cost calculation:
  Direct Costs minus (Object 500 + Object 700) multiplied by the indirect cost rate equals the maximum indirect costs allowable
  Example: $100,000 – $5,000 x 2.33% = $2,213 (maximum indirect cost amount allowed)

- **Function 4100** was renamed “Payments to Other LEAs and Governmental Units” (adds LEAs to the title). The definition has not changed – the costs included in this function are **public** LEAs and/or governmental units.
• Revenue codes of 4720 – Perkins Title IIA State Leadership, 4740 – Perkins Title IIB Corrections and 4745 – Perkins Title IIC Secondary are summarized in IPAM under revenue code of 4799.

Although these changes took effect on July 1, please be advised that all FY 2009 state and federal grant applications, paper or electronic, will retain the old function and object titles.

This is due to the fact that many FY 09 paper and electronic grants were developed under the old function and object titles and there was insufficient time to convert all grant documents and internal systems to conform to the IPAM changes. Internal modifications of the paper grant forms and electronic systems will occur over FY 2009 to accommodate the changes in time for FY 2010 grants. Please note that all local education agencies will be required to crosswalk expenditures budgeted and reported on all FY 2009 state and federal grants to their FY 2009 Annual Financial Report.

To facilitate the completion of FY09 state and federal grant budgets, amendments, and expenditure reports, please consider the following points:

**ISBE grant forms:**

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<tr>
<th>Obj 700 – Transfers</th>
<th>Obj 600 – Other Objects</th>
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<tbody>
<tr>
<td>Obj 800 – Tuition</td>
<td>Obj 600 – Other Objects</td>
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<td>Obj 500 – Capital Outlay</td>
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After review of the summary presentation, if you have specific questions on the IPAM changes or the Annual Financial Report, please contact the Division of School Business and Support Services at 217-785-8779. If you have any questions on state or federal grants, please contact the Division of Funding and Disbursement Services at 217-782-5256.

**August 1 deadline for amendments to FY 2008 state and federal grants ends August 31**

Please be advised that per Policy Statements #2 and #3 on page 3 of the State and Federal Grant Administration Policy and Fiscal Requirements and Procedures all state and federal project end date extension requests and final budget amendments must be received by the Illinois State Board of Education no later than 30 calendar days prior to the end date of the project.

**Friday, August 1** is the deadline for all final amendments for FY 2008 federal or state-funded grants with a project end date of **Sunday, August 31**. Budget increases for state-funded grant projects must have been received by **Monday, June 30**, even if the project end date has been extended.

For grant applications in the electronic Grants Management System (eGMS), accessed through IWAS, the deadline is also referenced on the Program Overview page under “Amendment Due Date.”

**Teacher Resources**

**Information Sought for CDC Review of School Policies on E-Bullying**

The U.S. Department of Health and Human Services' Centers for Disease Control and Prevention (CDC) [http://www.cdc.gov/](http://www.cdc.gov/) is conducting a review of state, district, and school policies related to the use of technology such as cell phone text messaging and picture taking, blogs, and instant messaging to perpetrate aggression against peers. This includes such acts as making threats, spreading rumors and sending embarrassing photos.

The CDC has requested that districts or schools that have such a policy provide it or the appropriate contact information to Marci Hertz at mhertz@cdc.gov or 770-488-2547 by **Friday, August 1**.

**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](http://www.isbe.net/hr/Default.htm).

**In the News**

**Weekly news clips**

ISBE has posted highlights from last week’s education news clips at: [http://www.isbe.net/news/2008/newsclips/080718.htm](http://www.isbe.net/news/2008/newsclips/080718.htm)