Last week I had the opportunity to go to Belleville and spend some time with local school officials and members of the community. I especially want to thank Superintendent Matt Klosterman of Belleville School District 118 who served as my host, as well as Brian Mentzer, principal at Franklin Elementary School, and his students and staff. Getting back into the classroom and interacting with the kids reminded me of why I chose this line of work, and I would encourage all of you to engage in opportunities like this whenever you can.

Belleville provides an excellent example of business partnerships with school districts. I attended a breakfast meeting with area businesses and school personnel prior to visiting Franklin school and observed great support for schools from the business community. The environment is not one where schools are blamed for low performance but rather, one with a real interest in learning about the complexities of school funding, testing, and the ins and outs of NCLB. These positive and regular interactions between schools and businesses yield strong, long-term relationships and a greater understanding of what can be attained through community partnerships.

Franklin Elementary School stands out for a number of reasons, but I was struck by two in particular: A sense of community within the building and the support of the community outside of the building. Teachers work alongside retired colleagues and community volunteers, before and after school, and on the weekends. The enthusiasm for student success is an integral part of the building culture, and every new teacher who comes into the building embraces the extra time they must devote to ensure student success. In fact, the teachers with whom I spoke indicated that they were aware of these job expectations when they applied to teach at Franklin Elementary.

What’s truly exciting is how the community has “adopted” not just the school, but every child who attends the school. The Franklin Neighborhood Community Association is a group of adults from surrounding churches who live in the neighborhood and want to make sure that the kids have a safe and nurturing environment. The original members, including Al Wunderlich, decided they had to do something when they saw a drug deal transpire across the street from the school during a church service. They banded together in 1992 and have taken back the neighborhood. There’s still work to be done, but the group has acquired several abandoned properties that were being used for illicit purposes. Now these buildings serve as computer labs and tutoring space for the children of Franklin Elementary School.

I know this isn’t the only situation like this in our state, but it’s good to be reminded what can happen for students when the members of the community come together to make a difference.

A new pilot project is currently under way connecting schools, state government, business and professional associations to promote innovation-centered technology and to increase...
student achievement in the science, technology, engineering and math (STEM) areas. The Illinois Innovation Talent Program builds relationships with 23 high schools and their outside partners, including John Deere, Abbott Laboratories, Nestle and Argonne National Laboratory, to name a few.

The Illinois Innovation Talent Program provides students with opportunities to use imagination and innovation to solve real-world problems, effectively preparing them for the rest of their lives. This builds on the Board’s goals of preparing each and every student for success in college and careers and makes this partnership with the Illinois Department of Commerce and Economic Opportunity a good fit for Illinois schools.

Schools and their partners are already creating problem-based learning curricula which will be implemented in classrooms next spring. A decision on whether to expand the pilot program will be made next summer. You can find out more information and see a list of the participating schools and organizations at http://www.isbe.net/news/2008/sept26.pdf.

Have a great week.

Chris

---

**Upcoming Dates & Deadlines**

- Annual Financial Reports – October 15
- Teacher Salary Study form on IWAS – October 15
- Fall Housing enrollment counts from SIS – October 15
- Capital Needs Assessment Survey – October 17
- Thomas Lay Burroughs award nominations – October 17
- NCLB Performance Report submitted in IWAS – October 20
- Part 75 (Incentive Grants for Agricultural Science Teacher Education): Public comment ends – October 20
- Annual Superintendents’ Conference – October 23 – 24
- SGSA Expenditure Plans due in IWAS – October 30
- Arts Education Week Poster Contest Entries – October 31
- School District Budgets – October 31
- Pupil Transportation Reimbursement Correction Period ends – November 7
- Limitation of Administrative Costs Worksheet Section 17-1.5 – November 14
- Part 130, Part 235, Part 245 and Part 525: Public comment ends – November 17
- School District Library grant applications – November 26
- Looking for Your Lincoln Hero submissions – December 1
- Waiver applications to be considered by the General Assembly during Spring 2009 session – January 9

**Funding & Disbursements**

**Annual Claim for Pupil Transportation Reimbursement Correction Period**

All local education entities that transmitted a 2007-08 annual claim via the Pupil Transportation Claim Reimbursement System (PTCRS) in IWAS are hereby notified that the review and amendment process (if needed) is open now through midnight, **Friday, November 7**. All revisions must be completed and transmitted by this date. No revisions will be accepted after **Friday, November 7**, in order to close the claim file and schedule the three remaining quarterly payments.

**Instructions for Reviewing the Claim:**

1. Log into the ISBE Web Application Security system.
2. Click on "System Listing" on the IWAS homepage.
3. Select "Pupil Transportation Claim Reimbursement System" under the "Annual Claims" heading.
4. Click on "Review Claim" under the "Reimbursement Claim" heading on the homepage. **Do not click on “Revise Claim” button unless you need to make revisions.**

5. The claim will be loaded to the screen in read-only format. Carefully review each line on the claim for possible revisions. If you entered transportation assets on the Depreciation Schedule, don't forget to click on the "Depreciation Schedule" button at the bottom of the screen and review the depreciation schedule data for possible revisions.

**No action is necessary if you have no revisions.** Your claim will remain as originally submitted by the statutory August 15th due date.

**Instructions for Revising the Claim:**

If you reviewed the claim and found that revisions are needed to the depreciation schedule and/or the pupil transportation reimbursement claim, you should:

1. Click on the "Revise Claim" link under the "Reimbursement Claim" heading on the homepage.
2. You may enter notes in the "Your Comments" text box to help you remember why revisions were needed. Click on the "Revise Claim" button at the bottom of the screen to proceed with revisions to the depreciation schedule (if needed) and the pupil transportation reimbursement claim.
3. Note that all links for the reimbursement claim are open and may be revised as needed. The "Depreciation Schedule Summary" link under the "Depreciation Schedule" heading has been changed to "Calculate Depreciation Allowance." If you made any changes to transportation assets after the August submit date, you must click on this link and update the Depreciation Schedule.
4. After all revisions have been made, click on the "Review & Submit Claim." All revised claims must be resubmitted to ISBE through the proper channels (Document Author to the District Superintendent and District Superintendent to ISBE.)

**Final FY 2009 Allocations Available for NCLB Consolidated Application**

Final FY 09 Title I, IIA, IID, and IV allocations for all eligible local education agencies are complete and summarized at:

http://www.isbe.net/funding/pdf/nclb_final_alloc09.pdf

The allocations are also available on the NCLB Consolidated Grant Application allotment page for each local education agency (LEA).

Final FY 09 Title I allocations for all LEAs are complete and can be accessed at:

http://www.isbe.net/funding/pdf/title_I_final_alloc09.pdf

Title I funding is based upon LEA eligibility for the four statutory formulas—Basic, Concentration, Targeted and Education Finance Incentive Grants; and upon a variable hold harmless. These figures replace the earlier projected allocations.

If you have already received ISBE approval for your NCLB Consolidated Application, you can amend your application for the changes in Title I, IIA and IID funds. Carryover funds may also be available to your district if your final FY08 expenditure reports have been submitted. If you have not yet applied, or your application is still within the approval process at the district level, you may apply for your additional funds.

Questions regarding the Title I, IIA, IV and V (only carryover funds available) programs should be directed to staff in the Grants and Programs Division at 217-524-4832.

For questions about the Title IID Technology - Enhancing Education through Technology formula grant, contact Kathy Barnhart at 217-557-7323 or kbarnhar@isbe.net.

**Grants & Programs**

**District Improvement Plans**

District superintendents and school principals should note that if your district or school is in academic status, as indicated on your IWAS AYP page, you must have a current, locally approved improvement plan posted on the Interactive Illinois Report Card website. If you do not have a current plan, you are required to submit one based on your 2008 AYP this school year.
Plan submission details can be found on the ISBE website in the “Frequently Asked Questions” at: http://www.isbe.net/sos/pdf/imp_plans_faq.pdf.

To access the ISBE resources for improvement plans see: http://www.isbe.net/sos/htmls/improvement_process.htm.

Per NCLB and the federal requirements, the clock started ticking when data were first posted on the IWAS site. For technical assistance with developing your plan, contact your area RESPRO (Regional System of Support). For RESPRO contact information, map of service and additional resources go to: http://www.isbe.net/sos/htmls/respro.htm.

NCLB Performance Report Available

The NCLB Performance Report for FY08 became available for data entry in the IWAS system on Wednesday, October 1. Each school district that received funds from the NCLB Consolidated Application (Titles I, II, IV and V) must complete this report and submit it via IWAS by Monday, October 20.

This report is extremely important as it contains data questions that ISBE must report to the U.S. Department of Education. It is also part of the required reporting that districts agree to through the annual assurance process submitted electronically for receiving federal funds.

For questions, e-mail Gail Buoy at gbuoy@isbe.net or call the Grants and Programs Division at 217-524-4832.

Special Education

2007-2008 District Special Education Profiles

The State Board of Education has posted the preliminary District Special Education Profiles on its website. These Profiles allow readers to access all special education performance information in one location. This includes a district's progress toward improving results on critical performance indicators in student performance, educational environment and school completion.

Superintendents can review the preliminary 2007-2008 Profiles through the IWAS District Admin user login name at https://sec1.isbe.net/iwas/. The Profiles system can be found under the Reporting category on the IWAS "System Listing" page.

The preliminary Profiles provide administrators with verified data on student demographics and educational environment for students with IEPs. Data regarding 2008 assessment, high school completion and the Illinois State Performance Plan are still being analyzed and will be included in the 2007-2008 Profiles. Administrators will have a two-week notice prior to ISBE releasing the information publicly next spring.

For questions, contact Scott Beever or Gwen Williams at 217-782-5589.

Educator & School Development

Administrators’ Academy Information

The Illinois Administrators’ Academy (IAA) Review Task Force recommended that the State Board of Education establish a web-based, centralized clearinghouse to publicize all IAA courses being offered across the state.

In response, ISBE has required Academy providers to submit additional information when applying to delivery IAA sessions. This information is now posted on the Educator Certification System (ECS), which will serve as the “centralized clearinghouse.”

The public can now access Academy information through the main ECS website at: http://www.isbe.net/ECS/default.htm.

Information on approved Administrators’ Academy workshop sessions is available under: 1) information on all approved Administrators’ Academies; and 2) workshop sessions scheduled to offer approved Administrators’ Academies.

Data Analysis & Progress Reporting

SIFA University Offers Second Data Quality Course

The U.S. Department of Education’s National Forum on Education Statistics released the second of two online courses for local education agencies. These two courses, which focus on improving education data, have been developed by the National Forum on Education Statistics, and in cooperation with the Schools Interoperability Framework Association (SIFA), the Council of Chief
State School Officers and the Central Susquehanna Intermediate Unit.

The second course, Improving Education Data Part 2-Coordinating Data Quality, is now available. This course looks at information for data coordinators/stewards around the responsibilities of their role and planning quality data initiatives for local education agencies (LEAs). The eight lessons in this course center on the data coordinator/steward responsibilities, data flow and cycles, data entry, creation and use of a data dictionary, development of a data calendar, types of data errors, validation and audit of data, and communication.

Each of these courses is based upon the Forum’s Data Quality Curriculum Task Force’s curriculum resource and is available free of charge to LEAs or anyone interested in taking the courses through SIFA University. Providing professional development for LEAs around quality data is vital in analyzing longitudinal data and ultimately improving teaching and learning.

To access SIFA courses, visit [http://sifinfo.org/sifau.asp](http://sifinfo.org/sifau.asp)

**2008-2009 Teacher Service Record**

The 2008-2009 Teacher Service Record became available for online data entry via IWAS starting Wednesday, October 1. This fall data collection period will close January 30, 2009. There will also be a spring data collection period (dates to be announced) for educator updates and salary submissions.

Questions about this year’s Teacher Service Record may be directed to the ISBE Data Analysis and Progress Reporting Division at TSR@isbe.net or 217-782-3950.

**Curriculum & Instruction**

**Fall Networking for Information Symposium**

The Fall Networking for Information (NFI) Symposium is scheduled for Wednesday, November 5, and Thursday, November 6, at Eagle Ridge Inn & Resort in Galena.

The symposium offers two sessions from which to choose: “Enhancing Education with Online and Electronic Games” and “On Being a Better Technology Leader: Choices & Journeys.” Curriculum coordinators and classroom teachers will find the first session of particular interest; technology coordinators will appreciate either session.

To register for Fall Networking for Information, go to [http://www.kidsroe.org/KIDS/Catalog/Class.cfm?clsNumber=4726](http://www.kidsroe.org/KIDS/Catalog/Class.cfm?clsNumber=4726) or call LoriAnne Ludemann at 815-921-8475.

**Education and Technology Conference**

The Illinois Education and Technology Conference is scheduled in Springfield for Thursday, November 20, and Friday, November 21, at the Crowne Plaza Hotel.

This conference offers educators, technology coordinators, administrators, and others interested in improving the quality of education an opportunity to gain information and exchange ideas on the application of educational technology in our schools.

More than 100 concurrent sessions will be offered, many are hands-on. Vicki Davis and Hall Davidson will be the keynote luncheon speakers. For keynote and session information, go to: [http://www.il-edtech.org/highlights.html](http://www.il-edtech.org/highlights.html).

Registration is online at [http://www.il-edtech.org](http://www.il-edtech.org). Participants who register and pay by Friday, October 10, will receive a reduced rate. For current conference information go to: [http://www.il-edtech.org](http://www.il-edtech.org).

**Nutrition**

**Bridging the Gap in School Meal Service Procurement Training**

All school food authorities (SFAs) conducting a new procurement or considering contracting for school meal services for the 2009—2010 school year are highly encouraged to attend Bridging the Gap in School Meal Service Procurement training.

The training is designed to assist SFAs who contract or are seeking to contract for meal services with a food service management company or meal vendor in meeting all requirements associated with the Invitation for Bid and Contract process.

Registration begins at 8 a.m. with training held from 8:30 a.m.—3 p.m. For dates, locations and pre-registration information, go to: [http://www.isbe.net/nutrition/htmls/workshops.htm](http://www.isbe.net/nutrition/htmls/workshops.htm).
Important note: The date previously announced for the Gurnee location has been changed to Wednesday, November 19.

Higher Commodity Prices

The U.S. Department of Agriculture (USDA) has alerted states that due to higher commodity prices schools will have significantly less purchasing capabilities for school year (SY) 2009. Schools are still entitled to the same amount of Planned Assistance Level (PAL); however, that same PAL value will only buy 80 percent of what it would before the escalating commodity prices. The USDA has already started to delete commodity orders and schools should expect a 20 percent reduction in commodity food they will receive. For questions or concerns, contact Food Distribution Program staff at 217-782-2491.

National School Lunch Week

With the presidential election in November, plan now for a school election during National School Lunch Week (NSLW), October 13–17. Let your students vote on your school’s lunch menu items.

The School Nutrition Association has provided information to plan, prepare and implement special events all week at: http://docs.schoolnutrition.org/meetingsandevents/nslw2008/.

Remember to recognize your school nutrition staff’s contributions to the school district during this week.

Illinois Awarded Team Nutrition Training Grant

Illinois has received a 2008 Team Nutrition Training Grant to provide school food service staff with the knowledge and skills to prepare meals that meet the Dietary Guidelines for Americans and MyPyramid. The grant’s three components are:

- The Color My Meals Healthy initiative will provide regional and onsite training to increase awareness and commitment of child care administrators and food service staff through planning and preparing healthy meals and snacks.

- The Nutrition A3 (Anytime, Anywhere, Anyplace) initiative will empower secondary education students to make healthy food choices and be physically active through online lessons.

- The Move & Crunch Planning Guide initiative will encourage parents, teachers/caregivers and food service staff to serve as role models for students at school and at home.

Legal

Assignment of Students to Elementary and Secondary Schools

The Office for Civil Rights (OCR) in the U.S. Department of Education issued the attached guidance in order to provide state educational agencies and local educational agencies with information about how OCR assesses the use of race in assigning students to schools.

The purpose of this guidance is to ensure that students are assigned to elementary and secondary schools on a nondiscriminatory basis consistent with Title VI of the Civil Rights Act of 1964 and its implementing regulations at 34 C.F.R. Part 100.

We encourage you to share with your staff the information in the letter that is linked below.

To view the Title VI Assignment of Students Letter click here: http://www.edpubs.org/lyris/8-29-08TitleVIAssignmentDearColleagueLtr.pdf.

Rules & Waivers

Notice of Completed Rulemaking

Please also be advised that a rulemaking 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; 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 375 (Student Records)

Requires that the unique student identifier used with the Student Information System (SIS) to be included on the student’s academic transcript and on his or her “Official Transcript of Scholastic Records.”

Affected Sections: 375.10, 375.75

Effective Date: September 29, 2008
Lincoln Bicentennial

Looking for Your Lincoln Hero Contest

Those interested in writing about a Lincoln-like hero are encouraged to enter the Looking for Your Lincoln Hero contest. Participants should tell why this person inspires them in an online essay or through a piece of artwork that illustrates how their hero is like Lincoln.

Essay and artwork categories include elementary, middle or high school students, college and graduate students and adults and professionals.

The entry deadline is Monday, December 1. For complete contest details, go to www.MyHero.com and click on “Looking for the Lincolns of Today.”

The contest is sponsored by Looking for Lincoln Heritage Coalition and the My Hero Project.

Professional Development Opportunities

High School to College Success Report Regional Meetings

A series of regional meetings are planned for this fall to discuss the pilot Illinois High School to College Success Report. The State Board of Education, Illinois Board of Higher Education (IBHE), and Illinois Community College Board (ICCB) have developed the report, which will be piloted in early 2009.

The regional meetings will be held to inform secondary and postsecondary educators about the pilot report and how the data may be used to support and promote collaborative discussions among its stakeholders.

Participants are encouraged to attend one of the regional meetings as a team. For secondary entities, consider inviting the district superintendent, principal, curriculum director, department chairs, union representative and guidance counselor. For postsecondary entities, consider inviting the chief academic officer, admissions officer, and other staff.

Regional Meeting Dates & Sites:
Thursday, Oct. 30: College of DuPage, Glen Ellyn
Wednesday, Nov. 5: Southwestern Illinois College, Belleville
Thursday, Dec. 4: Lincoln Land Community College, Springfield
Tuesday, Dec. 16: Harold Washington College, Chicago

To register for a regional meeting go to: http://www2.learningpt.org/ILHS2008/.

There is no registration cost and breakfast and lunch will be provided. Please register no later than one week before the meeting date.

For questions about the pilot Illinois High School to College Success Report contact:
• Mark Williams, Illinois State Board of Education, mawillia@isbe.net or 217-782-4620;
• Brian Durham, Illinois Community College Board, Brian.Durham@illinois.gov or 217-524-5502; or
• Debbie Meisner-Bertauski, Illinois Board of Higher Education, meisner-bertauski@ibhe.org or 217-757-7357.

17th Annual Illinois HIV/STD Conference

The State Board of Education is again co-sponsoring the 17th Annual HIV/STD Conference, A New Frontier: Integrating Medicine, Services & Technology. The conference is scheduled for Tuesday, October 28, through Thursday, October 30, at the Hilton Springfield Hotel.

The goal of the conference is to provide new ideas and practical information to assist in developing a comprehensive approach to prevent the further spread of HIV/AIDS and sexually transmitted diseases (STDs).


A limited number of scholarships waiving the registration fee are available for Illinois teachers and school staff. For further information, contact Glenn Steinhausen at 217/557-7323 or gsteinha@isbe.net.

Fine Arts Conference

Meeting The Challenge XIX, a fine arts conference for educators, is scheduled for Tuesday, November 18, at Sauk Valley Community College near Dixon, Illinois. The conference theme is Integrating the Fine Arts into the Core Curriculum. The conference is being arranged...
by the Whiteside Regional Office of Education and Sauk Valley Community College.

Three workshop sessions will be held in drama, visual arts, and music and dance. Many sessions are hands-on and will provide curriculum that participants can duplicate in their classrooms. This year, several sessions will highlight the Lincoln Bicentennial Celebration. Participants will receive 5 CPDUs for attending.

Registrations postmarked by Friday, October 31, will be eligible for a discount. Conference information and the registration form can be accessed on the Whiteside Regional Office of Education website at: www.whitesideroe.org. For questions or a conference flyer, call 815-625-1495.

Student Opportunities

C-SPAN Studentcam Documentary Contest

The 2009 C-SPAN Studentcam Documentary Contest asks students to create a documentary addressing the following: “What is the most urgent issue for the new president to address and why?”

The national competition invites students in grades 6-8 and 9-12 to enter the contest. Students can upload their entry forms and videos online at: http://www.studentcam.org/

A total of $50,000 in prizes will be awarded, which includes 75 student awards and 11 teacher awards. The deadline for entries is 5:00 p.m. (ET), January 20, 2009. Winners will be announced March 10, 2009.

The Grand Prize winner with the best overall entry will receive $5,000, with multiple cash prize awards of $250, $500, $750, $1,500, and $3,000.

Complete contest details and an entry form are available at the competition’s website: http://www.studentcam.org/

Arts Education Week Poster Contest

The 2009 Illinois Arts Education Week has been designated as March 16-22 by Governor Rod R. Blagojevich. Each year, a poster contest is sponsored in cooperation with arts education week by the Illinois Alliance for Arts Education (IAAE) and ISBE.

Each year an Illinois student’s artwork is featured on the poster. This year’s winner will be recognized at the Annual IAAE Awards Ceremony and at a State Board meeting.

The 2009 contest deadline is Friday, October 31, which is earlier than in past years to allow posters to be distributed at the Kennedy Center Alliance for Arts Education Network Annual Conference.

To access contest criteria and entry forms, go to “What’s New” on ISBE’s curriculum page at: http://www.isbe.net/curriculum/default.htm.

Work Zone Safety Calendar Contest

The 4th Annual Illinois Work Zone Safety Calendar Contest for elementary students in kindergarten through 6th grade is underway. The contest was started in an effort to reduce work zone-related crashes in Illinois.

The work zone safety calendar contest is sponsored by the Illinois Department of Transportation, the State Board of Education, the American Traffic Safety Services Foundation and the Illinois Chapter of the American Traffic Safety Services Association.

For more information on the contest, visit: www.dot.il.gov/trafficsafety/WZS/WZScontest.html or contact Jessica Baker, at 217-785-3062.

Disaster Preparedness PSA Contest

The “Ready Illinois High School Challenge” encourages public and private high school students to develop a creative script that addresses disaster preparedness measures and directs people to the state’s Ready Illinois website at: www.Ready.Illinois.gov.

The winning spot will be professionally produced and aired statewide on radio and/or TV as part of the state’s campaign to encourage people to prepare for natural and man-made disasters. The contest is sponsored by the Illinois Emergency Management Agency (IEMA) and the Illinois Broadcasters Association (IBA).

The winning student(s) will have their spot produced and broadcast statewide and receive commemorative plaques. The winners’ school will receive a $10,000 award to be used for school curriculum or instructional supplies and activities. The prize money is being provided by the IBA.
Contest entries can be submitted between Wednesday, October 1, and Wednesday, December 31; the winner will be notified prior to February 28, 2009. Official contest rules and an online entry form are available at: www.Ready.Illinois.gov. Questions can be directed to IEMA at 217-558-1334.

School Business Services

Annual Statement of Affairs

Section 10-17 of the School Code (105 ILCS 5/10-17) requires school districts and joint agreements to publish the Annual Statement of Affairs (ASA - ISBE Form 50-37). The ASA form must be completed and published in the residing district’s local newspaper by December 1, annually, and submitted to ISBE by December 15, annually. ISBE must publish the reports on its website by January 15, annually.

Instructions for FY 2008 ASA publication and submission are posted on the ISBE website. The form is located at www.isbe.net. Select Division Links under Fiscal Support Services, then School Business Services, Forms and Annual Statement of Affairs. The direct link is: http://www.isbe.net/sfms/afr/asp.htm.

New Rule for Contracts Exceeding $25,000

In January 2008, the school code [105 ILCS 5/10-17] was amended to add requirements concerning Contracts Exceeding $25,000, beginning with FY2008, in conjunction with submission of the ASA. The new provisions include the following requirements:

1. A school board must list on the district’s Internet website all contracts over $25,000.
2. In conjunction with submitting the ASA to ISBE by December 15, the district shall submit an annual report on all contracts over $25,000. The excel spreadsheet labeled “Contracts Exceeding $25,000” will be used by all school districts (excluding Joint Agreements) and is included in the ASA (ISBE Form 50-37).

For complete details, see Guidance for Reporting Requirements on Contracts Exceeding $25,000 at: http://www.isbe.net/sfms/afr/guidance_contracts.pdf.

For further questions on the new rule, contact the School Business Services Division at 217-785-8779 or by e-mail at finance1@isbe.net.

School Budgets due October 31

Reminder: All school district budgets must be adopted within or before the first quarter of each fiscal year. Joint agreement budgets must be adopted annually by September 1.

All budgets must be entered and adopted on the applicable form provided by the State Board at: http://www.isbe.net/sfms/budget/2009/budget.htm.

The School District Budget Form 50-36 must be submitted electronically to ISBE within 30 days of adoption and no later than Friday, October 31.

In accordance with PA 94-0234 and beginning Friday, October 31, ISBE will send notifications to school districts that are not in compliance with the budget adoption process.

Limitation of Administrative Costs Worksheet

School districts must complete and submit the Limitation of Administrative Costs Worksheet - Section 17-1.5 to the State Board of Education’s School Business Services Division by Friday, November 14. The Illinois School Code requires school districts to limit the growth of “administrative” expenditures to a maximum of 5 percent from one fiscal year to the next. The provisions of Section 17-1.5 took effect July 1998.

School districts with administrative expenditures per pupil in the 25th percentile or below (4th quartile) that wish to waive the administrative cap via a school board resolution must:

1. Publish notice of a public hearing.
2. Conduct a public hearing.
3. Have an appropriate waiver resolution approved by the affirmative vote of at least two-thirds of the school board members.
4. File a copy of such resolution with the State Board of Education within 45 days of approval.

The Limitation of Administrative Costs Worksheet, quartile rankings for all school districts, and a sample waiver resolution for qualifying districts can be accessed at: www.isbe.net/sfms/AdminCaps/AdminCaps.htm.

50-36) is a working document for local use only and will not be accepted for official submission. Worksheets will be verified with the district’s School District Budget Form July 1, 2008 – June 30, 2009 (ISBE 50-36) and the district’s Annual Financial Report – June 30, 2008 (ISBE 50-35). Inaccurate worksheets will be returned to districts for correction.

For questions, contact Michelle Heninger at mheninge@isbe.net or Christine Kolaz, both of whom are in School Business Services at 217-785-8779.

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

ISBE has posted highlights from last week’s education news clips at: