Weekly Message from State Superintendent Randy Dunn

Good afternoon from a rainy Springfield.

I am just back from giving a talk to the Illinois Principals Association, gathered in the capitol city for their 35th Annual Conference and am now getting today’s work completed before joining them for some hospitality later tonight. Like all such meetings, the IPA Conference provides a great opportunity to see long-time friends and colleagues from around the state.

I want to use today’s opener to update all of you on what has transpired of late with the Agency’s Strategic Plan.

You may recall, in September 2005, the State Board of Education adopted and submitted a Comprehensive Strategic Plan for Elementary and Secondary Education to the Governor and the General Assembly. The plan highlighted specific efforts around three goal areas:

- Enhancing Literacy;
- Improving Educator Quality for All Children; and

The plan called for work under each of these goal areas to roll out in five phases over three years, with a new set of initiatives coming online approximately every six months. Given that the plan was finalized and submitted in the middle of a fiscal year cycle (FY06), the Agency planned the work for Phase I and II primarily around initiatives that didn’t require much in terms of additional resources. Agency staff updated the members of the State Board quarterly throughout the 2005-06 year on the progress made for each initiative.

Given that they were mandated to do strategic planning by the very legislation that put them in their new positions in September 2004, State Board members made it clear they wanted me and the Agency staff to put the Strategic Plan in action.

To that end, the Board sought specific funding in the FY07 budget to support Plan initiatives for Phases III, IV and V, ultimately requesting $4.4 million for Strategic Plan work in the FY07 budget.

While we viewed this as a very reasonable request given the work to be accomplished, the plan was funded at only $500,000 this year. Given that shortfall, the Board discussed how best to use the very limited resources in the FY07 budget to support the Strategic Plan.

The consensus of the Board coming out of their annual work conference recently was to focus this year’s Strategic Plan funds on the third goal—Expanding Data-Informed School Management and Support Practices. While all aspects of the plan are important for the continually changing needs of communities, schools, and students in Illinois, work on this goal is geared to helping school district operational practices, offering opportunities to combine shared services, and providing flexibility in balancing district budgets to increase educational outcomes. Plus, getting a handle on data is something that cuts across all types of improvement initiatives—related to teaching and learning, assessment, finance and other crucial functional areas.

As such, the FY 07 Strategic Plan funds will be used for:

- Creating a comprehensive data warehouse to foster and support more highly informed decision making by all ISBE constituents;
- Adding Agency staff to upgrade and manage the eGrant Management System, allowing districts to apply for more grants electronically;
- Constructing a database to move Health/ Life Safety processing (eventually) to a totally electronic format; and

Table of Contents

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Upcoming Deadlines</td>
<td>2</td>
</tr>
<tr>
<td>Student Assessment</td>
<td>2</td>
</tr>
<tr>
<td>Federal Grants and Programs</td>
<td>2</td>
</tr>
<tr>
<td>State Board Budget Hearing Schedule</td>
<td>3</td>
</tr>
<tr>
<td>Data Analysis</td>
<td>4</td>
</tr>
<tr>
<td>Funding and Disbursement</td>
<td>4</td>
</tr>
<tr>
<td>Curriculum and Instruction</td>
<td>5</td>
</tr>
<tr>
<td>School Business and Support</td>
<td>5</td>
</tr>
<tr>
<td>English Language Learning</td>
<td>5</td>
</tr>
<tr>
<td>Rules</td>
<td>6</td>
</tr>
<tr>
<td>Nutrition</td>
<td>7</td>
</tr>
<tr>
<td>Professional Development</td>
<td>7</td>
</tr>
<tr>
<td>Teaching and Learning Resources</td>
<td>8</td>
</tr>
<tr>
<td>Illinois Department of Public Health</td>
<td>9</td>
</tr>
<tr>
<td>Employment Opportunities</td>
<td>9</td>
</tr>
<tr>
<td>In the News</td>
<td>9</td>
</tr>
</tbody>
</table>
Bringing in additional Regional Financial Consultants, expanding ISBE’s ability to provide consultative financial services to school districts.

As we move forward with work in this goal area, we’re committed to showing real, measurable progress on the Strategic Plan in hopes that this progress will help us in mounting the argument for additional future funding.

I trust our school-based readers to the Weekly have been following the updates regarding test scores, including today’s notification on the posting of PSAE scores this Wednesday, October 18. Thanks for your prompt efforts on this—we are making as many staff as possible available to assist you with the data clean-up.

Have a great week.

Randy Dunn

Upcoming Deadlines

- Teacher Salary Study Data to ISBE – October 17
- Fall Housing/Enrollment Report – October 31
- Special Ed. Summer School and Summer Individual Orphanage claims – November 1, 2006
- Zero Waste Schools Grant – November 1, 2006
- Limitation of Administrative Costs Worksheet – November 15
- Unfilled Positions Survey – November 15
- Annual Financial Reports to ISBE – November 15
- Student Poster Contest – November 15
- NCLB Monitoring Instrument – November 15
- NCLB Title I Comparability – November 17
- Public Comment on Rules Part 232 (Summer Bridges) and Part 270 (Advanced Placement) - November 27
- Annual Statement of Affairs in local newspapers – December 1
- Abraham Lincoln Presidential Library Museum field trip grants – December 1
- Annual Statement of Affairs to ISBE – December 15
- Certificate of Tax Levy – December 26
- Waiver applications to be considered by General Assembly in Spring 2007 – January 12, 2007

Student Assessment

PSAE Scores

Prairie State Achievement Examination (PSAE) scores will be posted on Spectrum and on the IWAS Student Information System (SIS) Assessment Score Reports by Wednesday, October 18, 2006, so that districts may be sure student demographics are accurate, that missing students have been claimed and that Day 1 and Day 2 partial records that need to be merged (but could not be merged based on specified match criteria) are identified.

SIS Districts’ score reports will be available via IWAS. Go to [http://www.isbe.net](http://www.isbe.net) and click IWAS from the menu bar at the top of the screen. Log on to IWAS with your User ID and Password. Click System Listing from the left menu bar. Under Categories and Monthly click Student Information System. Click Report from the left menu bar. Select 2006 Assessment Correction Report (Detail) or 2006 Assessment Scores Report (Detail).

Please refer [http://www.isbe.net/sis](http://www.isbe.net/sis) for Help Documentation. See “Tips for Completing ISBE 2006 Scores Template” and the “Steps for Correcting 2006 Assessment Scores Data.” For assistance, please contact: [Help@isbe.net](mailto:Help@isbe.net) or call 217-558-3600.

Non-SIS Districts will work off Spectrum to do your data clean up. For assistance on Spectrum, please call the Harcourt Customer Support Center at 800-763-2306.

ISBE Assessment appreciates district staff members’ patience and remains prepared to assist with the data clean up process.

Federal Grants and Programs

Title I Poverty Counts revised for states

The United States Department of Education (USED) has notified ISBE that the Census Bureau used incorrect numbers when calculating state and district Title I poverty counts. This caused one district to become ineligible for Title I funds and this district has been notified by ISBE. The incorrect numbers will cause most Title I and associated grants to change for the FY06-07 school year.

Since districts have already started Title I programs, ISBE has decided not to make a change to current year funds. One option the Department of Education gave us was to make the adjustments in the FY07-08 grants and we are going to
use this option. Thus, there will be no change to the current year Title I grant and all money awarded will be paid.

Many districts will not notice this change as it is very small. The average change was 0.11 percent. However, the larger the grant the more money this involved. As soon as we have all of the numbers available we will post the new allotments for Title I on the internet for all to review. The change for the entire state was a negative $618,000. Districts will be notified when this is posted on the ISBE web-site.

This was an honest error by the Census Bureau and ISBE will correct it with the least possible disruption to district programs.

Free Resources for Safe and Drug Free School planning

For help with effective planning for prevention programs during the 2006-2007 school year, please visit http://www.prevention.org/Catalog/catalog.asp free prevention education materials. Prevention First is a statewide nonprofit training and information resource center dedicated to the prevention of drug use and related issues such as child abuse, student assistance program, bullying, teen pregnancy, HIV/AIDS and juvenile delinquency. For additional information, please contact Susie Law at 1-800-252-8951 x128 or laws@prevention.org

Safe and Drug Free-Schools and Communities Act Program (SDFSCA)

SDFSCA’s purpose is to support programs that prevent violence in and around schools; that prevent the illegal use of alcohol, tobacco and drugs; that involve parents and communities; and that are coordinated with related Federal, State, school and community efforts and resources to foster a safe and drug-free learning environment that supports student academic achievement. For additional information, please contact Albert J. Holmes, Jr. at 312-814-3618 or aholmes@isbe.net. The Prevention website also offers resources at: http://www.preventionpartners.com/calendar/calevt_summary.cfm?rand=52722963.

Invitation to School Improvement Planning audio conferences

The Illinois State Board of Education (ISBE) will host three audio conference sessions to talk about the requirements and timelines for revised School Improvement Plans (SIP). These audio conference sessions will be held November 1 from 1:30 to 3 p.m., November 15 from 1:30 to 3 p.m. and December 12 from 9:30 to 11 a.m.

Schools currently in Academic Warning and Academic Watch status are encouraged to participate in one of these sessions. Schools with preliminary data indicating Academic Warning or Academic Watch status should also participate.

Schools that have not made adequate yearly progress (AYP) for two consecutive years are required to revise their school improvement plans. Schools have three months to revise their plans following notification of academic status. Though not required to revise their plans at this time, schools in Academic Warning and Academic Watch status with approved plans on file with ISBE for FY07 are welcome to participate in these sessions. ROE and RESPRO staff members serving schools in status are also encouraged to participate in these sessions.

Notification of status related to the state assessment results will start the clock ticking for revising school improvement plans. As soon as final notification occurs, schools will have the full three months for planning, followed by a 45 day peer review process and local board approval. At the end of that period, district superintendents must post the approved plans using the Illinois e-Plan School Improvement Template at the Interactive Illinois Report Card website http://iirc.niu.edu/

R.S.V.P. to aeskew@isbe.net at least five days prior to the call date for information needed to gain access to the audio conference call. ISBE will forward presentation materials pertinent to the conference call to participants. Please contact ISBE Federal Grants and Programs 217-524-4832 with questions about these audio conferences.

State Board

Budget Hearings set

The Illinois State Board of Education Finance and Audit Committee has set its FY 08 Budget Hearings. Those wishing to participate in these hearings may sign-up upon arrival at each location. Please provide 15 copies of written testimony. For further information, please call the State Board of Education at 217-782-2223.

- **Tuesday, October 17, 2006 – 6 to 8 p.m. - Algonquin**
  Board Room, Consolidated School District #158, 650 Academic Drive, Algonquin

- **Wednesday, October 18, 2006 – 3:30 to 5:30 p.m. - Lockport**
  Maroon Room, Lockport Township H.S. East, 1333 East Seventh Street, Lockport

- **Wednesday, November 8, 2006 – 6 to 8 p.m. - Moline**
  Central Office, Allendale, 1619 11th Avenue, Moline

- **Tuesday, November 14, 2006 – 6 to 8 p.m. - Danville**
  Room 306 Vermilion Hall, Danville Area Community College, 2000 East Main Street, Danville

- **Wednesday, November 15, 2006, 3:30 to 5:30 p.m. - Springfield**
  Board Room, ISBE Office, 100 North First Street, Springfield

- **Wednesday, November 29, 2006 – 2 to 4 p.m. - Chicago**
James R. Thompson Center, 9th Floor-031, 100 West Randolph Street, Chicago

- **Wednesday, December 6, 2006 – 6 to 8 p.m. - Marion**
  Marion High School Auditorium, 1501 South Carbon Street, Marion
- **Thursday, December 7, 2006 – 6 to 8 p.m. - Belleville**
  Gallery Conference Room, St. Clair Regional Office of Education, 500 Wilshire Drive, Belleville

*All State Board of Education meetings listed on the agenda will be accessible to persons with disabilities. Persons planning to attend who need special accommodations should contact the Board office no later than the date prior to the meeting. Contact the Superintendent's office at the State Board of Education, 100 North First Street, Springfield, Illinois 62777-0001. Phone: 217-782-2221 TTY/TDD: 217-782-1900; Fax: 217-785-3972.*

### Data Analysis

#### Fall Housing/Enrollment Report (87-03)

- **Opened:** September 29
- **Due Date:** October 31

The 2007 Fall Housing/Enrollment Report (87-03) is available via IWAS must be received by ISBE by October 31, 2006. All public schools, including special education, regional and the department of corrections are to report students housed as of September 29. District administrators should check the status of their schools on the main page and contact any principal that hasn’t submitted their report. Alternatively, the district has the option of entering data for some or all of their schools.

#### Unfilled Positions Survey (87-07)

- **Opened:** October 2
- **Due Date:** November 15

The 2007 Unfilled Positions Survey (87-07) is available on IWAS and is to be submitted to ISBE by November 15. As in years past, Districts are to report the number of budgeted positions they were unable to fill as of October 1, 2006. To avoid duplicating unfilled positions reported by public districts, Special Education and Vocational Centers should only report unfilled special education cooperative employee positions or vocational center employee positions.

### Funding and Disbursement

#### Special education summer claims due November 1

Special Education Summer School and Special Education Summer Individual Orphanage claims are statutorily required to be received at the Illinois State Board of Education on or before November 1, 2006. Claims are for eligible students educated in 2006 summer programs and must be filed electronically. No claims will be accepted or honored after the statutory date.

Eligibility requirements for pupils claimed for summer school are:

1. the pupil must be enrolled in one or more courses offered for at least 60 clock hours in the summer session;
2. the pupil must be eligible pursuant to the requirements for continued summer school services per his or her Individual Education Plan (IEP);
3. there shall not be a tuition charge to families to insure a "free, appropriate public education."

Questions regarding completion of the Special Education Summer School claim should be directed to Jodi Whitlow, Division of Funding and Disbursement Services at 217-782-5256 or via email at jwhitlow@isbe.net.

Special Education Summer Individual Orphanage claims authorized under Section 14-7.03 must be transmitted electronically using iePoint>2006 or NetCheck via Harrisburg Project. Technical issues regarding iePoint>2006 or NetCheck should be directed to Harrisburg Project support staff at 1-800-635-5274. Special Education Summer Individual Orphanage claims may only be transmitted until midnight November 1, 2006. Questions regarding completion of this claim should be directed to Jodi Whitlow, Division of Funding and Disbursement Services at 217-782-5256 or via email at jwhitlow@isbe.net.

Please direct technical questions regarding IWAS to the Illinois State Board of Education (ISBE) Call Center at 217-558-3600 Monday through Friday, from 7 a.m. to 5 p.m.

#### Driver Education State Reimbursement and Fees

The first quarter Driver Education payment was vouchered on September 28, 2006. P.A. 94-0426 effective January 1, 2006 states “The total amount from driver education fees and reimbursement from the State for driver education must
not exceed the total cost of the driver education program in any year and must be deposited into school district’s driver education fund as a separate line item budget entry. All moneys deposited into the school district’s driver education fund must be used solely for the funding of a high school driver education program approved by the State Board of Education that uses instructors certified by the State Board of Education.”

Please ensure that appropriate district staff aware of this new provision for the deposit and use of Driver Education funds.

Curriculum and Instruction

Einstein Fellowship Seeks Candidates for 2007-2008 School Year

The Albert Einstein Distinguished Educator Fellowship is a paid fellowship for K-12 math, science and technology teachers. Einstein Fellows spend a school year in Washington, DC serving in a federal agency or on Capitol Hill. To be considered for an Einstein Fellowship, apply and submit three letters of recommendation online by January 8, 2007. Apply online at https://applicationlink.labworks.org/applicationlink/default.htm. For more information about the Einstein Fellows program visit www.trianglecoalition.org/ein.htm or contact Andrea Bodmann at bodmanna@triangle-coalition.org.

School Business and Support

School Capital Needs Assessment

Public Act 93-0489 requires the State Board of Education and the Capital Development Board to file a comprehensive assessment report of the capital needs of all school districts every two years to the Governor and General Assembly. The second such report is due to the Governor and General Assembly before January 1, 2007. The first report was submitted in February 2005.

To meet this requirement prior to the spring session of the 95th General Assembly, ISBE is requesting all districts to complete and submit the School Capital Needs Assessment form by October 31, 2006 if they have not done so already. ISBE and CDB strongly encourage school districts to complete this form as we utilize all the data received to continually communicate the capital needs of school districts to the Governor and General Assembly.

The form is available online at: http://www.isbe.net/finance/ or http://www.cdb.state.il.us/. Completed forms can be submitted by US Mail to School Business and Support Services (N-330), 100 North First Street, Springfield, Illinois 62777-0001, faxed to 217-557-6542 or emailed to finance@isbe.net.

Full participation in this needs assessment will help ensure an accurate portrayal of the capital needs of all districts throughout the state. ISBE is asking assistance from all Regional Superintendents to help facilitate districts in completing their forms. If you have any questions, please contact Susan Weitekamp of the Illinois State Board of Education at 217-785-8779 or Marcy Joerger of the Capital Development Board at 217-782-8708.

English Language Learning

Determining English Language proficiency

How do you know if a student enrolling in your district is Limited English Proficient (LEP) also called an English Language Learner (ELL) and is eligible for language support services? Follow these steps:

- Administer a Home Language Survey to ALL students (in Pre-K through 12th grades) newly registering in your district (Districts can access the Home Language Survey in English and 29 other languages at: http://www.isbe.net/bilingual/htmls/tbe_tpi.htm)
- Assess the English language proficiency of all students whose parents answered “yes” to one or both of the Home Language Survey questions, “Is a language other than English spoken in the home?” and “Does the student speak a language other than English?”

Pre-K and Kindergarten students take the Kindergarten W-APT. For Pre-K and Kindergarten raw scores determine English language “proficiency.” To determine whether a Pre-K or Kindergarten student is LEP, please refer to the flowchart located at: http://www.isbe.net/bilingual/pdfs/kindergarten_w-apt.pdf. Students in grades 1-12 take the W-APT Screener. To determine whether a student in grades 1-12 is LEP, please refer to http://www.isbe.net/bilingual/pdfs/Grades1-12_W-APT.pdf.

Students who score below a composite 4.0 on the W-APT screener are considered Limited English Proficient (LEP) and are eligible for language support services.

Students who achieve a composite score of 4.0 or above on the W-APT are considered “English language proficient.” (However, the district has the discretion of using additional indicators, e.g., other tests, to determine whether the student is LEP based upon the district’s established criteria.)

If a student is determined to be limited English proficient (LEP), the district informs parents in writing of the results of the assessment and the program placement recommendations, describing the services that are available to assist the student become English language proficient. Parent notification letters in English and 29 other languages are available at: http://www.isbe.net/bilingual/htmls/parent_notification.htm.
To refuse language support services parents must provide the district with a signed, written statement that they are refusing services. However, this parental statement does not relinquish the district from its obligation to provide a meaningful education to the student. Districts are required to continue to assess annually all identified LEP students using the ACCESS for ELLs™ assessment until the student tests as English language proficient. The district must also annually report its number of identified LEP students on the Fall Housing Report, including identified LEP students whose parents have refused services, to the Data Analysis and Progress Reporting Division contact Jim Sweeney at 217-782-3950.

Provide services as required for the individual student’s needs and as determined by the types of programs provided by the district.

Annually assess the English language proficiency of all identified LEP students. Students who obtain a composite score of 4.0 (Tier A, B or C) or above on the annually administered state approved English Language Proficiency test, ACCESS for ELLs™, are to be considered English "Proficient." However, the district again has the discretion of using additional indicators, to determine whether the student is English Language Proficient, based upon the district’s established criteria.

If you have any questions regarding the determination of English language proficiency, please call the Division of English Language Learning at 312-814-3850.

Rules

Invitation to Comment on Rules

Two sets of proposed rules recently reviewed by the State Board of Education are currently available for public comment. These items have been posted on the agency’s web site at www.isbe.net/rules; choose “Proposed Rules and Amendments”. Please submit any comments or suggestions you may have to rules@isbe.net.

Part 232 (Summer Bridges Program)

A new set of rules capturing the essential requirements for receipt and use of funding under this initiative

Part 270 (Advanced Placement)

New rules for the grant program focusing on professional development for teachers and outreach to students and families.

Deadline for Public Comment: November 27, 2006

Notice of Effectiveness of Rulemaking

Four rulemakings recently adopted by the State Board are now in effect. These rules have been posted on the agency’s web site 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 1 (Public Schools Evaluation, Recognition and Supervision)

This rulemaking gathers together several unrelated changes, as follows:

New Section 1.77 institutes a requirement for electronic reporting by districts of information used in determining whether teachers can be considered “highly qualified” for their assignments in the core academic subject areas.

New Section 1.242 conveys the due process requirements that are applicable when school districts elect to deny enrollment to high school students for failure to maintain academic or attendance standards, as permitted by P.A. 93-803.

Sections 1.420 and 1.430 have been updated to acknowledge that, under P.A. 94-198, physical education is not required daily in cases of block scheduling.

Language has been inserted into Section 1.720 to clarify the long-standing intent that the “major field of teaching assignment” is the one in which a (middle-grades) teacher spends the most time and is thus the field in which the teacher is generally required to have 18 semester hours of credit.

Affected Sections: 1.77, 1.242, 1.420, 1.430 and 1.720.

Effective Date: September 26, 2006

Part 560 (Parental Participation Pilot Project)

This rulemaking responds to P.A. 94-507 (2005), which created the Parental Participation Pilot Project as a four-year grant program designed to help the “lowest-performing” districts improve their performance through activities that stimulate or rely on parental participation. The law specifies that four districts be selected to participate in the project, of which one must be the City of Chicago District #299. The other three will be chosen out of separate groups made up of districts in Cook County outside the city; districts in the “collar” counties of DuPage, Kane, Lake, McHenry and Will; and districts in the remainder of the state. Eligibility will be limited to those districts ranked in the bottom 20 within their respective areas of the state in terms of their performance on the State assessment.

Affected Sections: All

Effective Date: September 26, 2006

Part 565 (Class Size Reduction Grants)

This rulemaking responds to P.A. 93-814 (2004), which established the K-3 class size reduction grant program. The first appropriation under these provisions was received for this fiscal year.

Eligibility for the class size reduction grants discussed in Subpart A of these new rules is limited under the law to districts with schools in academic early warning or academic watch status. The law permits use of these grants to fund either costs associated with extra teachers and
classrooms or costs related to the addition of paraprofessionals into existing classrooms in cases where facilities are inadequate to allow for an average class size of 20 or lower. The rules also include a Subpart B that addresses a further class size reduction initiative established in 2005 legislation, involving a pilot program for reducing class size to 15 or lower. In this case the addition of paraprofessionals is not an allowable use of grant funds and only additional classrooms can be supported. Note that the State Board’s budget for FY 2007 includes funding only for the pilot program discussed in Subpart B of the rules.

Affected Sections: All
Effective Date: September 26, 2006

Part 130 (Determining Special Education Per Capita Tuition Charge)
This rulemaking chiefly includes revisions designed to simplify and clarify the language, as well as various technical updates in statutory citations and rule-related style.

One noteworthy policy change is also included. In Section 130.10, a “program” has been defined in a way that focuses on subsets of services that are designated by local agencies as meeting the common needs of an identified group of students. For purposes of state reimbursement (but not for purposes of inter-district billing), this means that local agencies will generally be precluded from combining all their costs related to special education and terming that entire combination one “program”. The result of this change is that reimbursement for students who are not extraordinarily expensive to serve will no longer be potentially inflated by the cost of students who are very expensive to serve.

Other changes that are included in this packet are intended to offset some of this effect. Please see Section 130.30, which discusses the varying bases for allocation of several categories of allowable expenditures into per-capita amounts that would be included in a claim for reimbursement. Several changes in that Section provide greater flexibility in allocating costs by dividing those costs only by the number of special education pupils rather than by the number in the entire student population.

Affected Sections: 130.10, 130.20, 130.30, 130.40 and 130.45
Effective Date: October 5, 2006

Nutrition
Nutrition Programs Related Deadlines

- Encourage Parents to complete the Parent Breakfast Survey online at www.isbe.net/nutrition - October 13-November 15
- Due date to submit a Youth Gardens Grant ™ Program Application at http://www.kidsgardening.com/YGG.asp by November 1.

- Verification completion sample size deadline - November 15.
- Submit verification summary report electronically - January 18.

Contracting for School Meal Services Training
The Contracting for School Meal Services in the National School Lunch Program: The Invitation for Bid and Contract Process training is designed to assist school food authorities (SFAs) who 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. Attendees will better understand the new three-step document submission and review process and receive hands-on training in developing Invitation for Bid and Contract documents that will meet federal and state regulations and statutes.

All SFAs conducting a new procurement for school meal services for the 2007—2008 school year are highly encouraged to attend. SFAs currently self-operating their school meal programs but considering contracting for school meal services should also attend. Attendees must be employees of the SFA (school or district). Registration begins at 8:30 a.m. and training is held from 9 a.m.—2:30 p.m. Complimentary lunch and beverages provided.

Pre-registration is required. To pre-register, go to http://www.isbe.net/nutrition/htmls/workshops/htm.

December 7, 2006 Holiday Inn—Glen Ellyn
December 8, 2006 Radisson Hotel—Peoria

REMININDER—Illinois Reprocessed Commodity Taste Test Dates Announced
The Illinois School Nutrition Association has scheduled two reprocessed commodity taste tests in November. Visit http://www.ilsna.net/ for further information on how to register.

November 1, 2006 - Drury Lane - Oakbrook Terrace
November 8, 2006 - The Center - Springfield

Professional Development
Annual Raising Student Achievement Conference
The Regional Offices of Education of Illinois in collaboration with the Chicago Public Schools Office of Technology Services eLearning, and Intermediate Service Centers has announced its 2006 Raising Student Achievement Conference. Nationally acclaimed speakers join regional talent in providing the best thinking on proven best practices. Theory and nuts and bolts practicality
combine forces to prepare attendees to enhance and to refine current programs and to inspire change where it is needed in every instructional area. For more information, visit http://www.roeachievementconference.org/

When: December 4 and 5
Where: St. Charles, Illinois
Who Should Attend: Administrators, teachers, coordinators

Abraham Lincoln Presidential Museum offers educator pass

The Abraham Lincoln Presidential Museum now offers educators a complimentary ticket to visit the Museum. The ticket is for a one-time admission to the museum and is available to educators only. The offer provides educators an opportunity to tour the Museum at no-charge in hopes they will return with their students for a school tour. In the 2005-2006 school year, over 70,000 students toured the ALPLM.

By visiting the ALPLM website www.alplm.org/education, educators can print out an on-line application. The application must be filled out and presented at the ticket counter the day of the visit, accompanied by a valid teacher identification card or letter from the school administrator on school letterhead. The complimentary ticket is for pre-visit preparation only and cannot be used the day of a school tour.

For more information, contact Education Coordinator Carol Manning at 217-558-8929 or carol.manning@illinois.gov.

ASCD Professional Development Services

The Association for Supervision and Curriculum Development (ASCD) offers resources to help schools, including:
- self-help learning;
- study groups and teams;
- workshops and professional development days; and
- program design.

ASCD has implemented programs, products and to help schools:
- meet AYP goals;
- Close achievement gap;
- Build teacher leadership;
- Increase teacher content knowledge; and
- boost student learning

ASCD has an online professional development survey at http://www.ascd.org/planyourpd. This interactive survey reveals organization’s strengths and weaknesses and recommends key issues to consider in professional development planning.

Contact Patricia Okenica for planning help and discount information. Toll-free: 1-800-933-ASCD, extension 5476.

Teaching and Learning Resources

Free Summer Teacher Workshop materials online

The U.S. Department of Education's Teacher-to-Teacher Initiative conducted 14 workshops in cities across the country this past summer. The Initiative has now made materials from each of the workshop sessions available online. PowerPoint presentations and handouts from 107 workshop sessions are posted at: http://www.t2tweb.us/Workshops/Sessions.asp.

Materials cover subjects such as reading, math, history, art and foreign language as well as topics like differentiating instruction and teaching students with limited English proficiency. These free materials are within the public domain and may be used widely. Teachers are encouraged to share them with their colleagues.

The Teacher-to-Teacher Initiative will announce the dates and locations of some of the 2007 free summer workshops later this fall.

Library / Media

To share high school library/media ideas for getting students into the library email sherry.paxton@m.millard.k12.ut.us:
- Seasonal Ideas, including beginning and end of year
- Library Orientation
- Games in the library
- Prize drawing as an enticement to check out books
- Music in the library
- Author visits
- Book Talk fun ideas
- Teaming up with the public or other libraries
- Fun ways of presenting new books

Abraham Lincoln Presidential Library and Museum field trip grant program

The Abraham Lincoln Presidential Library Foundation has partnered with Midwest Generation to provide museum field trip grant opportunities to teachers of grades four through 12 in Illinois public and nonpublic schools and non-profit groups that serve economically disadvantaged students. Grants provide funding for students in eligible schools and organizations to visit the Abraham Lincoln Presidential Museum at no cost or greatly reduced cost to the school district or sponsoring organization by covering transportation and other specific costs. There is no museum admission fee for school groups. Funds can be used for transportation, the cost of one meal, pre- or post-field trip materials or other materials specific to the trip.

The deadline for submitting a grant application is December 1, 2006. Tours can be taken at the museum anytime between January 1 and August 31, 2007. All tours must be booked
through the Springfield Convention and Visitors Bureau. Additional information and a grant application package are available at www.alplm.org/education.

Illinois Department of Public Health

International Infection Prevention Week

October 16-22, 2006 is International Infection Prevention Week. We recognize the impact and importance of your continued efforts towards infection prevention and control in your schools and institutions.

Proper hand hygiene is one of the most important ways to prevent the spread of infection. The theme of this year’s International Infection Prevention Week is “Infection Prevention: It’s In Your Hands.” During the week of October 16-22, we encourage you to consider conducting special educational activities to encourage your faculty, students and other school personnel to use proper hand hygiene and respiratory hygiene/cough etiquette.


Posters and information about respiratory hygiene/cough etiquette are available at: http://www.cdc.gov/flu/professionals/infectioncontrol/resphygiene.htm

Information about International Infection Prevention Week is available at: http://www.apic.org/AM/Template.cfm?Section=Home

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

Highlights from last week’s education news clips are online at: