Consequences of the Budget Vetoes on Staffing and Services

ADHERING TO THE VETOES

Department of Planning and Performance

Division of New Learning Opportunities

1. The Regional Safe Schools Program was staffed by two (2) people to administer this program in FY03. The budget veto in this line item limits funding to one staff for FY04. The impact will allow processing of the grants to the districts but limited on-site review and assistance to grantees receiving the $17 M. External Assurance Division will continue the fiscal auditing without being affected by the vetoes.

Staff reduction 1 FTE

2. The Charter Schools program was staffed by one (1) person with GRF to administer this program in FY03. The budget veto in this line item limits funding to permit one-half staff for FY04. Although the grant function of charter schools is limited, the oversight and coordination of the program is labor intensive. The impact is severe as it limits the capacity to administer the program, assist charter school applicants, and to monitor state programs/grantees. External Assurance Division will continue the fiscal auditing without being affected by the vetoes.

Staff reduction ½ FTE

3. The Truant Alternative Program was staffed by one (1) person to administer the program in FY03. The budget veto in this line item limits funds to allow for (1/4) 0.25 staff time. The impact is severe. We will be limited to the processing of approximately $15 M in grants. External Assurance Division will continue the fiscal auditing without being affected by the vetoes.

Staff reduction 1 FTE

4. The GED Program has been staffed with one (1) person in FY03. The veto eliminates all funding for the program. Unless ISBE raises the costs of the GED to have it self supporting, the program and staff must be shutdown. Please refer to attachment #1 regarding GED program.

Staff reduction 1 FTE
Division of System of Support

1. The Summer Bridges Program was staffed by one and one half (1.5) people to administer this program in FY03. The budget veto in this area limits funding for one (1) staff for FY04. The impact will be limited capacity to process the grants and to provide on-site review and assistance to grantees receiving the $25 M. External Assurance Division will continue the fiscal auditing without being affected by the vetoes.

Staff reduction 1/2 FTE

Division of Regional Offices Services

1. Four (4) staff have been working in this area, along with a vacant position of Division Administrator. It has been funded through the Accountability line item and ISBE Regional Services line. The budget vetoes in the Accountability and the ISBE Regional Services line item (funds for the school bus driver safety instructor for Chicago) allows for one (1) staff for FY04. In addition, the Division Administrator position would be eliminated. The impact is in the area of service to Chicago noted above and liaison responsibilities to ROE’s.

Staff reduction 4 FTEs

Division of Accountability

1. The Private Business Vocational School Services program has one (1) staff member funded by the PBVS fund in FY03 and six (6) staff funded from the Accountability/Standards/Assessment line item. The budget veto eliminated funding for the PVBS fund and there was a $1 M cut in the accountability fund. The impact would be the closing of this office and all functions associated with it.

The following is a statement of purpose taken from the PBVS statute:

It is the purpose of this Act to provide for the protection, education and welfare of the citizens of the State of Illinois; to provide for the education, protection and welfare of the students of its private business and vocational schools; and to facilitate and promote quality education and responsible, ethical business practices in each of the private business and vocational schools enrolling students in this State.

The approval of Private Business & Vocational Schools in Illinois is in the main a consumer protection function. Profit is the driving force behind the establishment and operation of these schools. Therefore, profit margins almost always take precedence over student welfare. Approval of a private business and vocational school in Illinois by the State Board of Education means approval of: chief managing employees and their assistants, instructors, sales representatives,
curriculum, courses, programs, equipment, and facilities. Without State Board of Education approval, these schools will also lose their accreditation from the national accrediting association with which it is affiliated. Further, the State Board of Education is the payee of $22,861,000 worth of surety bonds written in its name. PBVS schools are required to purchase these bonds to protect students in the event of a school closing or acts of fraud that requires the refund of unearned prepaid tuition. ISBE is also the custodian of over 6 million student records from closed PBVS. As such, we get about 1,200 requests annually from former students for copies of student transcripts.

Staff reduction 7 FTEs

2. The Non-public School Recognition office was staffed by four (4) in FY03 with GRF from the Accountability/Standards/Assessment line item. The impact would be the closing of this office and all functions associated with it. 26-1 of the Illinois School Code specifies that the compulsory attendance requirement is met by students attending a nonpublic or private school that offers the grades and course offerings comparable to a public school.

The way that we have ensured this comparability is through the nonpublic school recognition program. Over 300,000 Illinois students attend school in approximately 1,400 nonpublic schools. About 800 of those are recognized schools. The public will no longer have any guarantee that these schools are comparable to public school education. The following is from the Accountability website and should be of some assistance:

- Gives assurance that the school's educational program has been approved by ISBE and meets at least minimum state requirement.
- Is an aid/requirement to entrance in many colleges, universities, and other post-secondary institutions and training programs.
- Is a requirement for membership in Illinois High School Association and student participation in Illinois Elementary School Association sanctioned sports, contests, tournaments, etc.
- Is a requirement for acceptance/assignment to most military training programs.
- Is a requirement for eligibility of students to sit for licensing examinations in fields covered under the Illinois Nursing Act.
Teaching in a recognized nonpublic school is a requirement for partial cancellation of NDEA student loans and for credit for student teaching.

Teaching in a recognized nonpublic school is often used to determine placement on the salary schedule when teachers transfer to other schools, both public and private, especially in other states.

Student transfers from recognized schools are expedited and credits can be generally accepted.

PROBLEMS/IMPLICATIONS OF NON-RECOGNITION STATUS

Public perception is that all schools are/should be "accredited" or at least monitored by the state.

The most frequently asked question staff receives is, "Is the school state approved/accredited/or recognized?"

Admissions offices for college entrance rely on our recognition information to determine students' ability to succeed.

Recognition is the basis for Illinois Student Assistance Commission awards and scholarships. They require students to score 7 points above the state average ACT score if graduation is from a non-recognized school.

The Illinois High School Association uses recognition as the criterion to participate in athletic events, science fairs, music competitions, etc.

Armed services rely on recognized school lists or require a GED in lieu of graduation from a state recognized school. Employers also often check a school's recognition status when hiring.

Staff reduction 4 FTEs

3. Division Supervisor: The elimination of this position due to the cutbacks in the division.

Staff reduction 1 FTE
Summary: As a consequence of the vetoes and subsequent personnel cutbacks in this department, there is a need to downsize the number of divisions. The Divisions of New Learning Opportunities and Regional Office Services are to be eliminated concurrently with the Division Administrator positions and the two secretaries. The remaining staff and functions would be transferred to the Division of Accountability.

**Department of Certification and Professional Preparation**

**Division of Certification**

1. The Chicago office and its four (4) staff are funded from the ISBE ROE Services budget line in FY03. As a result of the veto eliminating all funding in this line item for FY04, the office will close. This action will delay the hiring of teachers, administrators, and substitutes at CPS. Teachers will not have a central location convenient to them in Chicago. All certification and renewals will be handled through the mail and on-line to Springfield. Significant delays will occur.

   Staff Reduction 4 FTEs

2. The Springfield office handling transcript/certification evaluation and processing, administrators academy functions, as well as the testing program for teachers, administrators et al, has twenty-four (24) staff (13 professional and 11 support) in FY03. The veto of $1.1 M in this line causes a reduction of ten (10) staff in these areas. The impact is extensive and significant. The processing will extend to over 7 months.

   Staff Reduction 10 FTEs

**Division of Professional Development**

1. The six (6) staff in this division are responsible for the staffing of the teacher education review and approval process. They schedule and provide the logistics and support for the visiting teams (average 18 per year). Staff will be reduced by four (4). The impact is significant in that the review cycle will be reduced to seven (7) in FY04.

   Staff Reduction 4 FTEs

2. Administration: There will be a reduction of one division administrator and secretary.

   Staff Reduction 2 FTEs

Total Department Staff reduction 20 FTEs
These are the Services that cannot be provided as a result of the cuts:

Customer Service/Information – none at all (300 + calls daily now)

Certification and Testing
- Maintain Chicago ROE – on-site regional services for Chicago teachers
- Evaluate transcripts for additional endorsements on certificate (3,000)
- Advise applicants regarding courses that will satisfy deficiencies
- Maintain certificate status for Chicago teachers (active/exempt)
- Support for ROE’s
- Support for Preparation Institutions – Certification Officers
- Regularly convene testing advisory committees

Certificate Renewal
- Provide review/approval of certificate renewal providers/offernings
- LPDC/RPDC training
- Evaluation of teacher certification system
- Chicago ROE responsibilities (review LPDC recommendations, appeals)
- Chicago nonpublic LPDC responsibilities
- Verification of completion before renewal
- Funding to ROE’s for Administrators’ Academy

Institutional Accreditation
- Team member training
- Technical assistance/support for institutions
- Analysis/feedback on annual report
- In-depth program review
- Full complement of visits (could do no more than 6 per year)

Miscellaneous
- Complete middle school requirements study
- Oversight of Title II grants
- Oversight of federal grants
- Support NCLB goals and services regarding teachers and paraprofessionals
- Certification Board monthly meetings

Impact:
- Extension of time for issuing certificates with endorsements
- No new endorsements – districts will need to review transcripts to determine whether teachers meet requirements for placement or HQ
- Minimal attention to leadership, quality and innovation

- Minimal ability to communicate with clients, support systems, assure minimal accountability
ISBE out of compliance with many laws and regulations

Services to be provided:

**Certification and Testing**
- Continue development of new certification tests
- Work with company to administer testing system
- Issue certificates via entitlement, out of state, substitutes, aides
- Check issues related to criminal background
- Registration for Chicago teachers
- Prepare information for the web/ROE’s
- Maintain TCIS (assuming data contracts in place)

**Certificate Renewal**
- Approve Academy courses
- Prepare information for the web/ROE’s
- Maintain IAAMS (assuming data contracts in place)
- Maintain CeRTS and PDPS (via data contract)
- Limited administration of certificate renewal for teachers and administrators

**Miscellaneous**
- Approve courses, programs and activities for meeting Initial to Standard requirements
- Prepare information for the web/ROE’s

**Department of Standards Aligned Learning**

**Division of Early Childhood Education**

1. The Early Childhood Education Program was staffed by five (5) people to administer this program in FY03. The budget veto in this area limits GRF funds to permit funding for two (2) staff for FY04. The impact will be a limited capacity to provide on-site review and assistance to all grantees receiving the $213 M. Technical Assistance and program review will be provided to new grantees receiving approximately $30 M.

   Staff reduction 3 FTEs

**Division of Career and Professional Development**
1. The program has been staffed with nine (9) state funded positions in FY03. Due to the veto in this line item, funding is available for four (4) positions in FY04. Because of the availability of federal carryover funding from FY03, we can maintain all but one (1) staff in the federal headcount for FY04. However, in FY05 we will need to cutback another six (6) when the carry over funds are reduced, assuming no additional state funds for administration are forthcoming. The impact of the cutbacks in FY04 will be felt in the infrastructure of the agency (operations and technology staff). External Assurance Division will continue the fiscal auditing without being affected by the vetoes.

Staff reduction 6 FTEs

**Department of Operations**

**Division of School Business and Support Services**

1. The program has been staffed with seven (7) state funded positions in FY03. Due to the veto in this line item, funding is available for two (2) positions in FY04. The staff in this area, with the assistance of the offices of the ROEs, review the school building safety issues such as fire safety infractions, structural soundness of buildings, and the general inspections of school buildings. Another function is the review and approval of Health/Life/Safety Amendments. This is the process in which districts are afforded the opportunity to receive funding to maintain and repair the schools. Without ISBE approval districts cannot obtain these funds. The process of reviewing Health/Life/Safety Amendments will be greatly reduced and delayed. The onsite reviews for fire safety, soundness of buildings, and general inspections will cease.

Staff reduction 5 FTEs

**Agency Total Reductions: 54 positions**

Please refer to Attachment #3 containing the spreadsheet illustrating the fiscal vetoes.
ILLINOIS GED TESTING PROGRAM

The American Council on Education in Washington, D.C. owns the GED Tests and contracts with each state education agency for jurisdictional administration of the testing program. States are then free to subcontract for local testing. Each state education agency must designate a GED Administrator to oversee the program, serve as the jurisdictional point of contact, and represent the state at national conferences.

ISBE is responsible for policy implementation and jurisdictional administration of the GED Testing Program, establishing fees, supervision of all testing centers within Illinois, and policy implementation and supervision of the Cook County GED Testing Program. The Regional Offices of Education administer the GED Testing Program for ISBE at the local level, as outlined in the School Code of Illinois (105 ILCS 5/3-15.12).

Funds to operate the testing program are received in the form of application ($35), retest ($5-30), and transcript fees ($2) from the approximately 40,000 GED candidates that test annually in Illinois. Any excess costs are absorbed by the Regional Offices of Education. Except for the funding provided to ISBE for per person fees and completion of its GED responsibilities as the ROE in Cook County, the state provides no direct funding for the GED Testing Program in Illinois.

The General Assembly abolished the ROE in Cook County in 1992 and ISBE has served in that capacity since 1994. The Cook County GED office, which serves both the city and suburbs, is located in Evanston and employs four full-time and two part-time staff. ISBE subcontracts all GED fiscal responsibilities to the Sangamon County Regional Office of Education. ISBE is in the third year of a three year contract with the Fiscal Agent (FY’01 – FY’03). Funding for the GED Testing Program in Cook County is obtained through an appropriation from the General Assembly and fees collected from candidates. The fees are deposited into a lockbox and used to offset the cost of the contract with the Fiscal Agent.

ISBE receives $210,000 from the General Assembly (House Joint Resolution 24) to offset costs associated with the GED Testing Program as a result of the per person fee for first-time examinees the GEDTS instituted in 1997. Our office makes a centralized payment to GEDTS on an annual basis. The per-person fee is currently $8.50 (effective calendar year 2003).

1. What does the $210,000 appropriation pay for?

The American Council on Education in Washington implemented a per person fee for first-time test takers in 1997. Rather than pass the increase on to the GED candidate, the Illinois General Assembly passed an appropriation for $210,000 in FY’98 to cover the national fee. The $210,000 has remained in the State Board’s budget since
that time. The fee increased to $8.50 per person on January 1, 2003. For the past two fiscal years, excess funds from the $210,000 were used to offset the increased costs for test battery rental charged to the ROE’s. ISBE makes a centralized payment to the American Council on Education at the end of each fiscal year to cover the per-person fee and some of the costs for test battery rental. Assistance with test battery rental is contingent on there being excess funds.

2. **What did the Lock Box money pay for in FY03?**

The General Assembly abolished the ROE in Cook County in 1992 and ISBE has served in that capacity since 1994. The Cook County GED office, which serves both the city and suburbs, is located in Evanston and employs four full-time and two part-time staff. ISBE subcontracts all GED fiscal responsibilities to the Sangamon County Regional Office of Education. ISBE completed three years of a three year contract with the Fiscal Agent (FY’01-03). The Sangamon County Regional Office of Education was the successful bidder for the upcoming fiscal year (FY’04-06).

Funding for the GED Testing Program in Cook County is obtained through an appropriation from the General Assembly and fees collected from GED candidates. The fees are deposited into a lockbox and used to offset the cost of the contract with the Fiscal Agent. The lockbox money and appropriation covers the following costs: personnel, test administration fees, consultant fees, statewide electronic scoring system (Turn-Key Solutions), IDB upload (Illinois’ GED data has to be uploaded to an international site on a weekly basis), essay scoring, equipment rental, office rental, travel/meeting expenses, phone, postage, marketing, printing, insurance, supplies, GED testing materials, bank charges and administrative fees.

**NOTE:** The Treasurer’s Office is responsible for securing the lockbox administrator (through an RFP process), with input from ISBE concerning our specifications, etc.

3. **What does the ROE portion of the GED money pay for?**

Except for the funding provided to ISBE for per-person fees ($210,000) and completion of its GED responsibilities as the Chicago ROE in Cook County ($803,600 in FY’03), the state provides no direct funding for the GED Testing Program in Illinois. Funds to operate the program at the local level are received from GED candidates in the form of application, retest, transcript, and duplicate certificate fees, with excess costs absorbed by the ROE’s.

4. **If Sangamon County Regional office was the fiscal agent in FY03, where was the source of funding coming from and what exactly was the money used for?**

The money to fund the contract for the Fiscal Agent for the Cook County GED Testing Program, which currently is the Sangamon County Regional Office of Education, comes from two sources: GRF appropriation and lockbox money. Both
fund sources are used to cover the cost of the contract. Refer to #2 for an explanation of what the money is used for.

5. **Outline the process an individual takes to sign up for the GED, what they pay, what happens if they fail to show up, who determines what part of the test they can retake and how many times, etc.**

The application process takes place through the mail in Cook County and the funds are deposited into the lockbox. The International Bank of Chicago retrieves the mail from a post office box, then processes the applications and deposits the money. The applications are then sent to the Cook County GED office in Evanston to complete the process. The application process takes place in person at the Regional Office of Education in the rest of the state.

Absence (or no-show) policies are determined by the ROE (ISBE in Cook County). There is not a consistent policy statewide.

A person can take the GED three times in a contract year. Our contract year runs from January 1 – December 31. The number of retakes depends on the scores achieved, but an individual still only has three opportunities to pass in a contract year. In Illinois, a person must obtain a minimum standard score of 410 on each subtest and a total standard score of 2,250.

6. **How long has ISBE been doing this and approximately how many take the test in a year?**

The Illinois GED Testing Program has been in existence since the 1940’s. It has been the State Board’s responsibility (in cooperation with the ROE’s) since 1962. ISBE has administered the testing program in Cook County since 1994.

In calendar year 2001, Illinois tested 46,525 individuals at 72 official test sites located throughout the state. Of those tested, 26,648 successfully met the score requirements and received an Illinois High School Equivalency Certificate. Nationally, almost a million adults earned GED credentials in 2001.

7. **What happens with no ISBE support? What happens with limited ISBE support? If we have limited dollars, what is the highest priority to fund?**

Without the GRF appropriation for Cook County, the services offered to GED candidates would be significantly reduced because we would be forced to operate solely with lockbox funds. ISBE would have to reduce the office staff in Evanston, the number of test sites, the number of test booklets ordered, and the number of times the test is offered in Cook County. The other alternative is to pass the cost of running the program to the GED candidate, which would mean increasing the application and retest fees by 100% or more.
The current fee structure is as follows:

- $35 application fee
- $5-30 retest fees
- $2 transcript fee
- $10 duplicate certificate fee

If the $210,000 appropriation did not exist the $8.50 per person fee would have to be passed on to the GED candidate. ISBE would ask the Board to increase the GED application fee and/or retest fees. The increased fees would cover the $8.50 per person cost and help offset the increased test battery rental incurred by the ROE’s.

The highest priority at this point is the Cook County GED Testing Program. Over half of the testing in the state takes place in Cook County and any interruption in services would create a dire situation. This is a critical time for the program, as Spanish-language test takers have until the end of 2003 to complete testing or they must start the process over on January 1, 2004 when a new series of Spanish-language tests are introduced. Letters have been sent to 4,500 individuals in Cook County alerting them of this fact. The need for Spanish testing has already increased, and will only continue to do so until December 2003.

The abolishment of the Regional Offices of Education, the funding for ISBE Regional Services (Cook County), and the $210,000 appropriation would have the following impact on the GED Testing Program in Illinois:

**Statewide Issues**
- Interruption in services for 38,000-40,000 GED candidates annually.
- Closing 71 official test sites and 81 addendum sites.
- Displacement of electronic scoring system (subcontracted to Turn-Key Solutions, Inc.). Provides web-based scoring, support for scanning sites, data maintenance, and uploading of Illinois’ GED data to the International Database (as required by ACE).
- Displacement of essay scoring system provided by five ROE offices that have received training/certification from ACE.
- Interruption in issuance of GED transcript/certificates (official verification required by most employers/educational institutions).

**Cook County Issues**
- Interruption in services for 18,000-20,000 GED candidates annually.
- Closing 15 official test sites and 12 addendum sites.
- Current lease for office space in Evanston expired June 30, 2003 and a 6-month contract was issued. A minimum 3-year signed contract is required.
- Employment contracts with 4 full-time and 2 part-time office staff expired June 30, 2003, and was extended for only 6 months.
- Elimination of customer service (200-250 phone calls received per day).
- Elimination of statewide funding for electronic scoring system.
$210,000 Appropriation

- $8.50 per person fee will be passed on to the GED candidate (current application fee $35).
- There will be no excess monies to be used to offset test battery rental costs for the ROEs.
- ROE’s will ask for an increase in the application fee to $70.00 and additional retest fees.

GED STATISTICAL INFORMATION FOR ILLINOIS

<table>
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<th>Year</th>
<th>Total Number Tested</th>
<th>Met Score Requirements</th>
<th>Pass Rate</th>
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*A NEW SERIES OF GED TESTS WERE INTRODUCED IN 1988

*CHANGE IN STANDARD SCORE REQUIREMENTS IN 1997

*NEW SPANISH GED TESTS WERE INTRODUCED IN 1999

*A NEW SERIES OF ENGLISH GED TESTS WERE INTRODUCED IN 2002
**FY04 State Board of Education Veto Analysis**

ROE COLA  
Letter (Lynn Haefele-Curry)

ROE Services  
Send Grant

IEE  
No Grant

JILG  
No Grant

Drivers Education  
Salary & 2% SOS Contract

ISBE Fund  
Letter to GOMB re SEDC

ISBE Special Purposes Fund  
Excess Appropriation

School Technology Revolving Fund  
IMSA Fees ($125 v. $210), Monitor and Explore FY03

ISBE Teacher Certification Fund  
ISBE as ROE for CPS Certification, Less CPS Teacher Institutes ($125 v. $257)

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<th>After Veto</th>
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