



# Illinois State Board of Education

July 25, 2006

*Memorandum #06-3*

## **SPECIAL EDUCATION NON-PUBLIC PROPORTIONATE SHARE CALCULATION AND HOME-SCHOOL STUDENTS (IDEA Part B)**

*This document is intended to provide non-regulatory guidance on the subject matter listed above. For specific questions, please contact the person(s) identified in the document.*

**Rod R. Blagojevich, Governor**

**Illinois State Board of Education**

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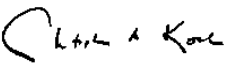
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Dr. Randy J. Dunn, State Superintendent

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**MEMORANDUM #06-3**

**TO:** Board Members  
Illinois Coalition of Non-Public Schools

**FROM:** Christopher Koch, Ed.D.   
Assistant Superintendent for Special Education

**DATE:** July 25, 2006

**RE:** Special Education Non-Public Proportionate Share Calculation and Home-Schooled Students

In April 2006, the State Board of Education sent a memo to local district superintendents and local directors of special education providing information on issues related to the non-public proportionate share calculation. As you'll note under Section D, Proportionate Share Services, public districts will have two primary obligations to students in private schools, which includes all students in home schools: (1) timely and meaningful consultation and (2) Child Find. In both cases, districts will be expected to provide notices directly to known families of home-schooled students, in addition to posting notices in local newspapers. In most cases, families of home-schooled students can be personally notified because they have chosen to fill out selected portions of the State Board's Home School Registration Form (enclosed) and to send it to their local Regional Office of Education (ROE) and/or the State Board of Education.

The State Board of Education wants to ensure that information on home school enrollment is included, to the extent possible, as part of the total public and non-public enrollment figures used to distribute 85% of the IDEA grant award (after subtracting the Base Year) to each district. We are asking for your assistance in encouraging families of home-schooled students to consider registering their students so that privately schooled students eligible for special education services in their area may receive the full share of funding to which they are entitled.

As you know, parents of students in Illinois private schools, including home schools, are not required to register their children with any entity, either at the local, county, or state level. However, voluntary registration by parents (which would include minimal information on the parents and students) could be a significant factor in the level of Part B funding available to eligible non-public students in their serving district.

The form asks for the parents' name and address; the name, grade, and sex of the child or children; and information on the local public school/district. This information will be collected by the State Board of Education, not disseminated, and used to achieve as accurate a count as possible of non-public attendance in each district area.

In order to ensure an accurate and prompt accounting of home-schooled students, we ask that the registration forms be completed and submitted to ISBE by no later than the close of business on **Tuesday, October 31, 2006**.

We appreciate any help you can provide in encouraging home-schooling families to consider submitting this form. If you, or they, have any questions, please call the Division of Special Education Services at 217-782-5589.

Illinois State Board of Education  
Data Analysis & Progress Reporting (S-284)  
100 North First Street  
Springfield, Illinois 62777-0001  
Telephone: (217) 782-3950  
Fax Number: (217) 524-7784

**HOME SCHOOL REGISTRATION – 2006-2007**

**Please note that registration of home schoolers is voluntary in Illinois. Parents who choose to fill out this form will be providing information that public school districts may use in determining what percentage of their special education funding will be distributed to eligible area students attending private schools (which includes all students in home schools).**

**Name of Parent(s) and/or Guardian(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**County:** \_\_\_\_\_ **E-mail address:** \_\_\_\_\_ (if applicable)

**Telephone Number** (including Area Code): \_\_\_\_\_

**Name of Child (Children) and Grade Level:**

(Please give full name of child and the grade level beginning current school year)

|       |       |        |
|-------|-------|--------|
| _____ | _____ | _____  |
| Name  | Grade | Gender |
| _____ | _____ | _____  |
| Name  | Grade | Gender |
| _____ | _____ | _____  |
| Name  | Grade | Gender |
| _____ | _____ | _____  |
| Name  | Grade | Gender |
| _____ | _____ | _____  |
| Name  | Grade | Gender |

**Name of local public school/local school district number, if known:**

\_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian

Please complete all areas of this form and return one copy to your Regional Office of Education and one copy to the Illinois State Board of Education (address located at the top of this form) by no later than **October 31, 2006**.

