

Illinois State Board of Education
Consolidated Committee of Practitioners
Chicago & Springfield via VTel

May 8, 2013

1. Call to Order by President Ava Harston
2. Roll Call:
 - a. Present: Lynn Childs, Cynthia Garcia, Karen Meucci, Yolanda Coleman, Judith Green, Bernadette Anderson, Ava Harston, Larry McVey, Joyce McEwen, Jackie Daniels, Daniel Tully, Kim Thomas, Shirley Fowlkes
 - b. Proxy: Vinest Steele
 - c. Absent (communicated absence without proxy): Warletta Brookins, Judith Johnson, Patricia Viniard (resignation tendered)
 - d. Absent (without communication): Darryl Morrison, Leotis Swopes, Mary Ann Manos, Sandra Duckworth, Donna Boros,
 - e. ISBE Staff attending: Melina Wright, Cheryl Ivy
3. Review of Minutes of February 4, 2013 at Sheraton Towers in Chicago – Question was raised regarding a blank line left within narrative on page 2. Minutes were corrected to include name of Maribeth Carlini at mcarlini@isbe.net as the contact person for questions regarding the Center for School Improvement. Motion to approve: Nancy Christensen. Seconded; Jackie Daniels. Approved.
4. ISBE / Waiver Updates (Melina Wright)
 - a. Not a lot of movement or new information at this time
 - b. ISBE is considering a resubmission of the NCLB Waiver for the third and final time – with provision that ISBE needs a timely response from USDE in order to begin application and implementation of FY 14 NCLB grant/program.
 - i. If resubmitted, the waiver will not include any specific changes but will include an attached note clarifying that 76% of schools districts in Illinois have indicated through a survey that they will have fully implemented the evaluation system by FY15.
 - ii. If ISBE decides not to resubmit this waiver, OR if the waiver is not approved by June 1, 2013, then Illinois districts will proceed under the current requirements for FY14 regarding AYP, SES and Choice.
 - c. ISBE submitted a “15% Carryover Waiver” which was approved by USDE.
 - i. While approval was due to current fiscal constraints of sequestration, this waiver will allow districts to carryover greater than 15% of their Title I allocation

- more than once in three years, and may carryover greater than 15% of their Title I allocation in consecutive years.
- ii. Approval of this waiver was due in large part to the fact that Chicago Public Schools had used their waiver in FY12, and needed to have that flexibility again for FY 13 to provide a fiscal cushion against the challenges of sequestration.
 - iii. Districts must signify intent to carry over greater than 15% of their allocation through submission of the ISBE Form (found on website) to Sally Cray in Funding and Disbursements.
 - iv. A notice of this flexibility will be in the Superintendent's Bulletin within the next couple weeks – which will also include a reminder that amendments must be submitted within 30 days of program closing date.
- d. Turnaround of grant approval has been extremely slow this year – due to several factors:
- i. Shortage of staff, with current consultants carrying case loads between 100-185 districts each
 - ii. An increase in the level of scrutiny afforded each grant/amendment submission through provision of a 2nd level of program review.
 - iii. ISBE hired 2 new staff and added one internal transfer to reduce caseloads for FY 14.
 - iv. ISBE is working with 2nd level of program review to find areas which can be addressed to refine and expedite the approval process
 - v. A new tool was added to the NCLB grant application this year that highlights changes made by the district in yellow – so that consultant will be better able to review and approve amendments in a timely manner.
 - vi. It was noted that it is frustrating to districts when they submit an amendment and are then required to make changes that had received prior approval. Discussion ensued that noted that some changes may require additional changes in other areas of the grant – such as Targeting #4 and Goals pages. It was also noted that consultants need to reserve the right to require corrections that might have been missed earlier if the “errors” could result in fiscal or programmatic audit findings.
 - vii. It was further noted that with the approval of the 15% Carryover Waiver, there will be more amendments submitted at the end of this year, and that those amendments must be approved in a timely manner.
 - viii. A suggestion was made that placing dates in the budget narrative boxes for each amendment change could also help to expedite the review and approval process.
 - ix. Question raised regarding whether auditors and consultants are communicating, because consultants approve grant use of funds, and yet auditors have “findings” on the same use of funds. *EX: Function Code 1000/ Object Code 400: Supplemental level library books for classroom up to \$5000. Auditors want greater detail than this.*

- x. Appreciation was expressed for early release of Nonpublic Participation Signature Forms (instead of waiting for allocation notification). This will allow districts to work with nonpublic schools prior to their closing for the summer.
- e. Nonpublic Issues
- i. Going forward (NOT retroactive) Nonpublic schools get their equitable percentage of carryover funds IF district used carryover funds for general instruction. Nonpublic schools will NOT get equitable share of carryover funds if those carryover funds are used for mandated areas such as Professional Development, Choice, and/or SES.
 - 1. This is detailed in the Nonpublic Allocation Letter that was sent to district superintendents this week.
 - 2. NOTE: Nonpublic schools can NOT carryover any of their nonpublic yearly allocation unless the district fails to provide consultation in a meaningful and timely manner.
 - 3. Nonpublic schools do not get a portion of the FY12 NCLB funds carried over into the FY13 program year.
 - 4. Nonpublic schools will get a portion of the FY13 NCLB funds carried over into the FY14 program year.
- f. School Improvement Funds used for schools in status can be set aside as School Improvement in “Other” set-aside on Targeting #4. OR District can choose to include these costs as a part of the building’s allocation – which is not reflected as a set-aside.
- i. Question: Is there a limit to the total amount that can be set-aside on Targeting #4?
 - ii. Answer: NO limit – as long as set-aside and building allocations are within reason. (EX: If the set-asides are extremely heavy and leave a smaller portion for building allocation (perhaps \$50 per student) which does not allow for much of an instructional program --- then the consultant may question the amount and rationale for set-asides.
 - iii. Bottom line: There is a lot of leeway for the districts, but it will come down to the “reasonable and necessary test”.
 - iv. Schools in status must have building allocations that are equal to or greater than 85% of their prior year allocation.
- g. FY 14 NCLB Application is being tested with a tentative release date towards the end of May.
- i. Changes in application are Targeting #1 – addition of Community Eligibility Option (CEO) as a means of determining poverty count. (District will simply click on this option)
 - ii. There is an e-bulletin on the Community Eligibility Option that provides greater detail for districts regarding this option.
 - iii. Allocations are not yet released – but hope to have them released within the next couple weeks.

iv. Technical Assistance Meetings (Crazy Summer Parties!)

1. Wednesday, June 19th at Rock Falls
2. Thursday, June 20th at Lombard
3. Friday, June 21st at Lombard
4. Tuesday, June 25th at Carbondale
5. Wednesday, June 26th at Springfield
6. Thursday, June 27th at Urbana
7. Possibility of creating a webinar based on following agenda for those unable to attend meetings:
8. AGENDA - tentative
 - a. Overview of application
 - b. State and Federal monitoring
 - c. Grant management (OBM, reasonable/necessary, supplement/supplant)
 - d. Nonpublic
 - e. Rising Star Title I Plans
 - f. School Improvement Plans
 - g. Q&A: Choice and SES

- v. Future Project: Challenge: Are districts finding ways to use NCLB funds that address the academic needs identified through State testing? Find way for consultants to get into districts to help district leadership compare student outcomes to the district/building use of NCLB funds. It was noted that the recent alignment to Common Core State Standards and the new cut scores has resulted in a decrease in student outcomes that should be considered during implementation of this project. At this point, Melina Wright is collecting thoughts and ideas and will share them for discussion with CCOP.

5. Fiscal / Reauthorization Updates Discussion (Dr. Richard Long, National Title I Association)

- a. Federal Education Policy and Funding. Where are we? What should we expect? (see handout)
- b. Question & Answers:
 - i. What can we do to help move the reauthorization process along? Answer: Need to have teachers, parents, administrators talk about the importance of educational programming for Special Education and high-risk students. Talk to members of Congress and media- provide stories and examples that combat the tale that Title I does not work. Make the need for allocations which will provide consistent programming for under-served populations a reality the politicians cannot avoid.
 - ii. Are district level waivers to the USDE likely? Answer: District level waivers may be approved in California, but probably not anywhere else.

- iii. Melina Wright noted that she serves on the National Title I Association's Reauthorization and Advocacy Committee and serves as Chair of the Chief Council of State School Officers' Committee for Federal Liaisons. In both of these capacities, Melina meets with Dr. Long on a monthly basis.

6. Rising Star and Required Plans Integration (Melina Wright)

- a. Handout: Schoolwide Rising Star Plans & District Title I Plans
- b. Schoolwide Plan
 - i. Must assess the Rising Star Schoolwide Components. It is recommended that district/building date each component as they review them.
 - ii. Must be reviewed annually but only need to revise components as needed
- c. District Title I Plans
 - i. Are not requiring all Title I District Plan to be integrated into the Rising Star plan. But it is highly recommended that as districts begin using Rising Star, and as they review their Title I District Plan annually – that they begin integrating the Title I District Plan into Rising Star.
- d. Auditors will have training on this aspect of Title I plans

7. New Business

- a. It was noted and approved to work through the lunch hour without stopping – thereby dismissing earlier than scheduled.
- b. Board membership
 - i. Bylaws require membership of 21 to 25 members, Article 2 of Bylaws indicates that if members fail to attend meetings, they will be notified of the attendance/absence policy and an assumption of their resignation will be made.
 - ii. Acceptance of resignation of Pat Viniard, secretary to CCOP.
 - iii. Cheryl Ivy reported that additionally, in compliance with attendance requirements of the CCOP Bylaws, there are six vacancies – creating a total of seven vacancies on the CCOP. (Ricardo Johnson-Voc Ed, Sandra Duckworth-Higher Ed, Mary Ann Manos-Supt., Judith Johnson-Parent, Donna Boros-ROE, Jeff Fritchitch-Nonpublic, and Pat Viniard-Asst.Supt)
 - iv. Members of CCOP are to send nominations for replacements of these board members – and should keep in mind the geographic location and special populations that the retiring members represented.
- c. Officers
 - i. Nominating committee of Bernadette Anderson, Karaen Meucci, and Larry McVey was appointed. They will provide a slate of officers which will include Chair (to serve the 2013-2014 program year, Chair-elect (to serve as Chair the 2014-2015 program year) and Secretary. Nominating Committee will provide this Slate of Officers to Cheryl Ivy by the end of May.
 - ii. Motion 1 made by Ava Harston: Cheryl Ivy will send slate of officers from Nominating Committee to members of CCOP electronically for their approval. This email will include a time-frame in which this electronic vote must be conducted. Second: Kim Thomas. Motion approved.

- iii. Motion 2 made by Ava Harston: Upon approval of the Nominating Slate of Officers (by electronic vote), Cheryl Ivy will then send an electronic ballot for the Slate of Officers, with the vote to be conducted electronically through email prior to the September 19th, 2013 meeting of the CCOP. Second: Joyce McEwen. Motion approved.
 - iv. Motion 3 made by Nancy Christensen: Members of the CCCOP Board will send nominations of individuals to fill the seven vacancies left on the CCOP Board to Cheryl Ivy no later than close of business day, May 31st. Geographic location and special population representation should be considered when making nominations. (It was requested that nominations include contact information and a resume for the proposed member.) Second: Kim Thomas. Motion approved.
 - v. Motion 4 made by Ava Harsten: If Cheryl Ivy does not receive enough appropriate nominations to fill the seven vacancies, then a request with an application for membership to CCOP will be included in the Superintendent's Bulletin. Second: Joyce McEwen. Motion approved
 - vi. All nominations must be secured and presented to the Illinois State Board of Education's September Board Meeting for their final approval – allowing the new members to be seated at the next CCOP meeting.
 - vii. Question: Does a change in job assignment necessitate resignation from CCOP?
Answer: No – resignation is not necessary.
- d. Future Meetings:
- i. Next meeting date: Thursday, September 19, 2013 at Crowne Plaza in Springfield. This will be following the IATD Annual Fall Conference on September 17-18, 2013.
 - ii. Tentative Agenda:
 1. Installation of officers
 2. Installation of new members
 3. Waiver update
 4. Rising Star update
 5. Early Childhood
 6. Center for School Improvement – update and discussion of logistics for field use
 7. CCOP discussion – where do we see ourselves? Develop a strategic plan of areas to address (transitions within NCLB ILS to CCSS to Early Childhood Standards?)
 8. Set dates for meetings for 2013-2014 program year
- e. Motion to adjourn made by Ava Harston at 1:34 (due to no lunch or breaks). Second by Jackie Daniels. Motion passed.