

Christopher A. Koch, Ed.D. State Superintendent

### Jan. 7, 2014

## Message From State Superintendent Christopher A. Koch

Today's arctic blast is impacting a huge portion of our state with snow, ice and frigid temperatures. Dealing with wintry weather is never easy and cancelling class is a difficult decision. It can be a scheduling nightmare for everyone involved, but conditions such as we are experiencing can be life threatening. It's always better to err on the side of caution.

Many schools in the southern part of our state were out for multiple days last month. Add to that days that will be canceled this week, and possibly later this month and February, and many of you may need to closely examine your school calendar.

As a reminder, each district is required to schedule at least five emergency days in their school calendar. These emergency days may be used at the discretion of the district, but must be made up prior to the end of the school year. Any unused emergency days must be removed prior to submitting the final school calendar.

Once a district uses all of its five proposed emergency days, if they must close the district due to a weather emergency or other condition beyond the control of the district that poses a hazardous threat to the health and safety of students, they may request approval for an Act of God day or modify their

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calendar to schedule additional days at the end of the school year. An Act of God Day must be approved by the appropriate Regional Superintendent and the State Superintendent of Education. Act of God Days reduce the required number of student attendance days in the school calendar, but do not negatively impact General State Aid.

We have a guidance document on the approval process for public school calendars posted at <u>http://www.isbe.net/funding/pdf/ps\_guidelines.pdf</u>. Please take some time to review the guidance document and your calendar now to make sure you are in compliance.

If you have any questions about completing your school calendar, please contact Marj Beck in our Funding and Disbursement Division at <u>mbeck@isbe.net</u> or by calling (217) 782-5256.

I hope the extreme weather lets up soon and we can get back to our normal routines quickly. Until then I hope you, your staff and students are safe.

Chris

#### **Upcoming ISBE Dates and Deadlines**

Please note this is not a complete list of events, meetings and deadlines. For questions, call the Illinois State Board of Education at (866) 262-6663 or (217) 782-4321 or visit the agency's official website at <u>http://www.isbe.net</u>.

- **Postmark deadline for waiver applications to be considered by General Assembly in Spring 2014** Friday, January 17, 2014 (See <a href="http://www.isbe.net/isbewaivers/default.htm">http://www.isbe.net/isbewaivers/default.htm</a> for new public notice requirements for all waiver requests.)
- ISBE offices closed for Martin Luther King Jr. Day Jan. 20
- Part 227 (Gifted Education), Part 232 (Summer Bridges Program), Part 240 (Alternative Learning Opportunities Program) and Part 265 (Grants for Arts Education and Foreign Language Education) Public comment period ends January 21
- ISBE offices closed for Lincoln's Birthday Feb. 12
- ISBE offices closed for Presidents' Day Feb. 17
- Part 1 (Public Schools Evaluation, Recognition and Supervision), Part 25 (Educator Licensure) and Part 30 (Programs for the Preparation of Principals in Illinois) Public comment period ends Feb. 18
- Deadline to complete 2013-14 District Technology Plan on IIRC Feb. 28 (<u>http://www.isbe.net/spec-ed/elearning/html/tech\_plan.htm</u>)
- National School Breakfast Week March 3-7
- School Nutrition Employee Week May 5-9
- Applications for the Exception to the 1.0 Percent Cap due May 16
- **ISBE offices closed for Memorial Day** May 26
- Student Health Data Vision system report deadline June 30
- ISBE offices closed for Independence Day July 4

#### Funding and Disbursements Division

#### Final FY 2014 Mandated Categorical Prorations

Final prorations and payments have been calculated for all 2012-13 school year categorical claims that will be vouchered in FY 2014. If you have questions regarding this information, contact the Division of Funding and Disbursements at (217) 782-5256.

- Special Education Personnel 100 percent
- Special Education Private Facility 94 percent
- Special Education Funding for Children Requiring Special Education Services – 100 percent
- Special Education Summer School 81 percent
- Special Education Orphanage 100 percent
- Special Education Transportation 97 percent
- Regular/Vocational Transportation 74 percent
- Regular Education Orphanage 100 percent

#### Federal Interest Income – Quarterly Reminder

The Code of Federal Regulations, Title 34-Education, Part 80 Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, Subpart C-Post Award Requirements, Section 80.21 Payment, requires grantees and subgrantees to promptly, but at least quarterly, remit interest earned on advances to the appropriate federal agency. The grantee or subgrantee may keep actual interest amounts up to \$100 per year gained on Federal deposits per bank account, if applicable, for administrative purposes. Grant recipients have discretion to set up account(s) that are non-interest bearing to avoid returning interest.

To ensure compliance with federal administrative requirements, local education agency fiscal officials should develop internal controls and a sound methodology to calculate and return, at least quarterly, interest earned in excess of \$100 on federal program funds. Interest calculation methodologies must be based on actual, not estimated, interest earnings on federal funds. Further details as to how federal interest should be calculated and remitted can be found on Pages 10-12 of the State and Federal Grant Administration Policy and Fiscal Requirements and Procedures, which is online at http://www.isbe.net/funding/pdf/fiscal\_procedure\_handb k.pdf.

Interest should be returned using the following guidelines:

- Checks for interest earned should be made payable to the Illinois State Board of Education.
- Checks should not include the return of unexpended disbursements from the Illinois State Board of Education. Even though unexpended disbursements and interest payments are made payable to the Illinois State Board of Education, separate checks should be issued for both.
- Checks should be accompanied by a statement identifying the program and the program year from which the interest was earned.

All checks must be mailed to: Illinois State Board of Education, Funding and Disbursements Services Division (E-320), 100 N. First St., Springfield, IL 62777-0001.

#### New Census Estimates Released for Fiscal Year 2015 Title I Low Income

The U.S. Department of Education has released the Small Area Income and Poverty Estimates (SAIPE) for income year 2012. These estimates will be used to calculate FY15 Title I Allocations. A file of 2012 Poverty Data, by Local Education Agency (LEA) is provided in an alphabetical listing of LEAs, Poverty Count, 5-17 Population, Poverty Percentage and Total Population online at http://www.isbe.net/funding/excel/FY15Preliminary\_eligi bility.xlsx.

With this data, LEAs can determine their potential eligibility for Basic, Concentration, Targeted and Education Finance Incentive Grants (EFIG).

**Basic Grant eligibility:** An LEA must have at least 10 poverty children and the number of poverty children must be greater than 2 percent of the LEA population of children ages 5-17.

**Concentration Grant eligibility:** An LEA must have at least 6,500 poverty children or the number of those children exceeds 15 percent of the total 5-17 population.

**Targeted and EFIG grant qualifications:** An LEA must have at least 10 poverty children and that number must be at least 5 percent of the 5-17 population.

The following link to the Census Bureau, <u>www.census.gov/did/www/saipe/index.html</u>, provides various aspects of the SAIPE count. We will be using the 2012 data to calculate SY 2014-15 Title I, Part A allocations because they are the most recent available data.

Superintendents, business managers, and Title I directors should carefully examine the data for their LEA as this will be the first indication as to whether your LEA may be gaining or losing in eligibility for Title I funds in FY14. ISBE neither controls nor generates the data. The challenge period for the 2012 estimates is Dec. 11, 2013, through March 10, 2014. Refer to the Census Bureau link www.census.gov/did/www/saipe/contact/challenges.html if interested.

Note that this preliminary data does not include other noncensus information, such as foster, neglected or delinquent counts that may be used to calculate Title I allocations.

If you have questions on the information provided in this message, please contact Sally Cray (<u>scray@isbe.net</u>) in the Division of Funding and Disbursements at (217) 782-5256.

#### CDC

# Health Advisory Issued on Severe Strain of Influenza in Young and Middle Aged Adults

The U.S. Centers for Disease Control and Prevention (CDC) issued a health advisory on Dec. 24 regarding early reports of a severe strain of influenza (pH1N1) in young and middle aged adults, with multiple associated hospitalizations. Many of the hospitalized patients required intensive care. Some fatalities have been reported. Influenza activity is expected to increase during the next few weeks.

All vaccine formulations this season contain a pH1N1 component. CDC recommends annual influenza vaccination for everyone 6 months and older. Based on current influenza activity with pH1N1, anyone who has not yet been vaccinated this season should get an influenza vaccine now. Illinois State Board of Education encourages all school staff to obtain vaccination against influenza, if medically possible.

Visit the CDC's Seasonal Influenza webpage at <u>http://www.cdc.gov/flu/index.htm</u> for a variety of resources. General information is also available on the Illinois Department of Public Heath's site at <u>http://www.idph.state.il.us/flu/index.htm</u>, including an "If You Get Sick ..." link and vaccine facts and recommendations.

#### Nutrition and Wellness Programs Division

#### Grant Funds Available to Support School Breakfast Programs

ISBE released a Request for Proposals (RFP) for School Breakfast Program (SBP) Expansion Grants. ISBE will award up to \$187,000 (\$10,000 per district with at least one qualifying school) for the purpose of increasing school breakfast participation. A "qualifying school(s)" is a school participating in NSLP that served 40 percent or more of its lunches to students eligible for free or reduced price in school year 2011-2012. Priority will be given to those SFAs with qualifying schools in which in October 2012, had at least 75 percent of the students eligible for free or reduced price school lunches under the NSLP, at least 60 percent of students participating in the lunch program, and less than 20 percent of students participating in the breakfast program.

#### The SBP Expansion Grant RFP is posted at

http://www.isbe.net/funding\_opps/htmls/rfp.htm and the deadline to apply is Feb. 14, 2014. Additional information on the School Breakfast Program is available at http://www.isbe.net/nutrition/htmls/national\_school\_lunch. htm. If you have questions regarding this grant, please contact Shawn Backs at <u>sbacks@isbe.net</u> or (217) 782-2491.

#### **Special Education Services**

#### Deadline is Feb. 28 for 2013-14 District Technology Plan to be Completed on IIRC

If your district has a technology plan that will expire on June 30, 2014, please note that the district technology plan, completed through the IIRC, is due on Feb. 28, 2014. No late plans will be accepted.

The Illinois State Board of Education has provided a writing guide to help districts through the new template and provide writing guidance. Detailed information and the guide can be accessed at <u>http://www.isbe.net/spec-ed/elearning/html/tech\_plan.htm</u>. For access to IIRC, log-in or register at <u>https://iirc.niu.edu/MyIIRC/Login.aspx</u>.

#### Assessment Division

#### ISBE Releases PARCC Testing Windows for 2014-15 School Year

The Illinois State Board of Education has released the PARCC testing windows for 2014-15. See the memo at http://www.isbe.net/assessment/pdfs/parcc/parcc-test-

windows14-15.pdf. The memo was also distributed on Thursday, Dec. 19, to Regional Offices of Education, public schools and districts, charter schools and other state funded schools and districts via email. For more information on the PARCC test and its structure, visit http://www.parcconline.org/.

#### **College and Career Readiness Division**

#### Illinois Mathematics and Science Partnerships I-STEM Network Program

The state board has released an RFP for a partnerships comprised of a high-need LEA, IHE faculty from the departments of education, science, technology, engineering, and/or mathematics, (this may include departments or schools of education), Regional Office of Education (ROE)/Intermediate Service Centers (ISC) and membership from scientists, mathematicians, engineers, or other professionals from businesses, industries, notfor-profit organizations, and/or for-profit organizations with demonstrated interest in improving the quality of mathematics and science teachers. The partnerships will design and implement a regional support network that will support K-12 student achievement in mathematics and science as described in the RFP.

The RFP is available at the following site: <u>http://www.isbe.net/curriculum/html/math.htm</u>. For more information, contact Gil Downey in the ISBE College and Career Readiness Division at <u>gdowney@isbe.net</u> or (217) 782-4620.

#### School Health Issues

#### New Vaccine Requirements – School Years 2014-15 and 2015-16

The Illinois State Board of Education has posted 2014-2015 Revised/Adopted Rules for School Immunization Requirements. The PDF is available online directly at <a href="http://www.isbe.net/pdf/school\_health/imm-req-sy15.pdf">http://www.isbe.net/pdf/school\_health/imm-req-sy15.pdf</a> or by visiting the agency's School Health Issues page at <a href="http://www.isbe.net/school\_health.htm#immu">http://www.isbe.net/pdf/school\_health/imm-req-sy15.pdf</a> or by visiting the agency's School Health Issues page at <a href="http://www.isbe.net/school\_health.htm#immu">http://www.isbe.net/school\_health.htm#immu</a>. The document includes 2014-15 school requirements and 2015-16 Meningococcal rules.

The Illinois Department of Public Health recently issued a notice with information and clarification about the start date for the new meningococcal vaccine requirements.

House Bill 3190 was signed into law as Public Act 098-0480 to become effective Jan. 1, 2014. However, the new law allows that the requirement would not be

implemented until at least six months after the IDPH established administrative rules for implementing the law. It is anticipated the meningococcal requirement will be implemented for the 2015-2016 school year.

Visit <u>http://www.isbe.net/pdf/school\_health/idph-menin-imm-start-memo1213.pdf</u> to read the memorandum from IDPH.

#### **Rules and Waivers**

#### **Invitation to Comment on Rules**

Three sets of proposed amendments recently reviewed by the Illinois State Board of Education are available for public comment. The proposals have been posted on the agency's Web site at <u>http://www.isbe.net/rules</u>; choose "Proposed Rules and Amendments." Please submit any comments or suggestions to <u>rules@isbe.net</u>.

#### Part 1 (Public Schools Evaluation, Recognition and

**Supervision):** Makes technical changes to conform to the new licensure system that took effect July 1, 2013, and acknowledges changes in receipt of the elementary education and middle grades endorsements. *Public comment period ends February 18, 2014.* 

**Part 25 (Educator Licensure):** Responds to recently enacted statutory changes and makes other technical changes; eliminates the limit on the number of times a licensure candidate or applicant may take a required test; and proposes minimum scores to be used for the ACT and SAT writing components that are comparable to the minimum writing score on the Illinois test of basic skills. *Public comment period ends February 18, 2014.* 

# **Part 30 (Programs for the Preparation of Principals in Illinois):** Proposes flexibility in requirements specific to internship sites and the number of candidates for which a mentor has responsibility; responds to P.A. 97-581, effective August 27, 2013, regarding the content-area test. *Public comment period ends February 18, 2014.*

#### Early Childhood Division

#### Reminder: New ISBE Bilingual Rules and Early Childhood Teacher Preparation

In an effort to strengthen and support the academic achievement of English language learners in Illinois, new administrative rules went into effect in July 2010 that expanded bilingual services to preschool programs administered by a school district. In accordance with 23 Ill Administrative Code Part 228, effective July 1, 2014, preschool teachers who provide native language or ESL instruction to ELL students must also hold the English as a Second Language (ESL) or bilingual endorsement that corresponds with the teaching assignment.

For more information, contact the ISBE Division of English Language Learning at (312) 814-3850 or the ISBE Division of Early Childhood at (217) 524-4835. An explanation of the rules can be found in the PowerPoint "Overview: The New ISBE Bilingual Rules and Early Childhood Teacher Preparation," located at http://www.isbe.net/earlychi/pdf/ec bilingual rules webin ar pres.pdf. For additional resources to support your preschool English Language Learners, go to http://www.isbe.net/earlychi/preschool/preschool\_ell.htm.

#### Visiting Teachers Program

#### Informational Meeting Set for Districts Interested in Hiring International Educators

The Ministry of Education in Spain sponsors a program, whereby English-speaking teachers come to the United States to teach for three years and then return home. These teachers cover lots of subject areas — but the chance to have a person from another country "in residence" in an American school is a valuable opportunity for the students, staff and community. The teachers have the appropriate state license, an International Visiting Teacher license with a bilingual endorsement. Districts interview and hire visiting teachers in much the same way that they hire American teachers.

The visiting teachers make a one to three year commitment to teach in the United States provided that the school district agrees to rehire them. Participating districts employ these teachers in accordance with local regulations and policies. Teachers are paid according to their experience and certification level.

ISBE tests the candidates' language proficiency and verifies their qualifications for an International Visiting Teacher License.

Visiting Teachers have at least three years of experience. The 45 teachers hired in 2013 to work in 13 Illinois school districts are highly qualified to teach early childhood, elementary, middle and high school in a variety of areas, including special education, ESL, math and science.

Districts interested in learning more about the Visiting Teachers Program may attend a meeting in person or by phone. RSVP by Jan. 17, 2014, by calling Jorge Berne at (312) 814-5696 or by email at jorge.berne@mecd.es or jberne@isbe.net.

Meeting and participation details:

- Who: Illinois School Districts Recruiting Teachers for the 2014-2015 School Year
- What: Informational Briefing on the Visiting Teachers Program
- Where: James Thompson Center, 100 W. Randolph, 14th Floor, Chicago, IL 60601
- When: Friday, Jan. 24, 2014
- Conference Call Number: (888) 494-4032
- Conference Call Access Code: 3959821977

For more information, visit the ISBE website at <u>http://www.isbe.net/bilingual/htmls/spanish\_exchange.ht</u> <u>m</u>.

#### Award Program

#### Nominations Sought for History Teacher of the Year

The Gilder Lehrman Institute of American History is seeking nominations for the annual National History Teacher of the Year Award, given to the best American history teacher in the United States. The National History Teacher of the Year is chosen from outstanding history teachers in each state, district and U.S. territory. The Illinois History Teacher of the Year will compete for the national award, which is sponsored by the Gilder Lehrman Institute, Preserve America and HISTORY (the History Channel).

Nominations for the National History Teacher of the Year can be made by a student, parent, colleague, supervisor (including department head, principal, superintendent, curriculum director), or other education professional familiar with the teacher's work. State winners receive \$1,000 and an archive of books and other resources for their school. Each winner is honored in a ceremony in his or her home state. The national winner receives \$10,000.

Elementary school teachers (grades K–6) and middle and high school teachers (grades 7–12) are honored in separate categories in alternate years. The 2014 National History Teacher of the Year Award will honor a middle or high school level teacher.

To nominate a teacher and learn more about the award, visit <u>www.gilderlehrman.org/nhtoy</u> or contact the Gilder Lehrman National History Teacher of the Year coordinator at <u>nhtoy@gilderlehrman.org</u> or (646) 366-9666. You may also contact your state coordinator, Sarah McCusker of the Illinois State Board of Education, at (217) 524-4832 or <u>smccuske@isbe.net</u>.

The nomination deadline is Feb. 1, 2014.

#### **Upcoming Events**

# Registration Under Way for Annual Statewide ESEA/NCLB Conference

Register now for the annual Statewide ESEA/NCLB Conference, "Preserving Our Learning Space: Creative Teaching Within the Common Core," which is set for Feb. 18-20 at the Sheraton Chicago Hotel and Towers.

This year's program puts emphasis on comprehensive school improvement, including evidence of school turnarounds and transformations, implementation of Common Core standards in Math and English Language Arts, Early Childhood Education, Homeless Education, the integration of assessment into teaching strategies, and much more.

Outstanding keynote speakers, including Ruby Payne, Linda Gojak, Tyler DeWitt, Samuel Betances and others will focus on topics such as understanding poverty and diversity in relation to classroom strategy, national trends in math instruction, best practices in teaching STEM subjects, and the strengthening of creativity and professionalism among teachers. More than 200 highly informative breakout sessions will also be offered.

Information about registration, both online and through the mail, can be found at <u>www.thecenterweb.org/irc</u>.

#### Annual Illinois Young Author's Conference Scheduled for May 17

The 40th annual Illinois Young Author's Conference is set for May 17 at Illinois State University in Bloomington-Normal. Sponsored by the Illinois Language and Literacy Council and Illinois Reading Council, this daylong event is designed to honor exceptional writing by kindergarten through eighth-grade students across the state of Illinois. Guidelines and registration materials can be found at http://www.illinoisreadingcouncil.org/yac.html or http://www.isbe.net/grants/html/young\_author.htm.

Updates on the conference will be posted on the Illinois Young Author's Conference Facebook page. Volunteers are always needed and appreciated for this event. Please email Christina Podraza at <u>ilyac2014@gmail.com</u> if interested in assisting.

Conference organizers are also looking for stories from past young authors, volunteers, and anyone involved with the conference about past experiences with the Illinois Young Author's Conference to use in this year's conference. Please share them on the Facebook page or email them to ilyac2014@gmail.com.

#### Governor's Volunteer Service Awards

#### Serve Illinois Commission and Gov. Quinn Seeking Nomination for Annual Awards

Gov. Pat Quinn and the Serve Illinois Commission on Volunteerism and Community Service are accepting nominations for the fifth annual Governor's Volunteer Service Awards. These awards recognize individual volunteers through a statewide award program to highlight the importance of volunteerism and community service in the state of Illinois. For profit businesses that support service will also be recognized.

Individual awards will be presented to one youth (18 years and under), one adult (19-54 years old) and one retiree/senior (55 years and older) in each of the commission's five service regions across the state (Northeast, Northwest, East Central, West Central and Southern). National Service Awards will be presented to one AmeriCorps and one Senior Corps member in each of the five regions. One award will be provided to a for profit business in each of the five service regions. Within each category, applications will be given special priority based on the areas: economic opportunity, education, environmental conservation, disaster preparedness/response, health, and veterans affairs.

Nominations are due to Serve Illinois by Jan. 31, 2014. Recipients will be selected and notified by April 1. The Serve Illinois Commission will host a ceremony to honor recipients on April 28 at the Executive Mansion in Springfield.

Visit www.Serve.Illinois.gov to nominate your volunteers!

#### In Brief

#### **Professional Development**

• Online registration is available for a **School Nurse Emergency Care (SNEC) course** being offered on Jan. 17, 18 and 19, 2014, (Friday, Saturday, Sunday) at William Rainey Harper College in Palatine. Register online at <u>www.luc.edu/sneccourses</u>.

- The Epilepsy Foundation of Greater Chicago and the Epilepsy Resource Center of Central Illinois will host a free Training for School Nurses on Seizures and Epilepsy Management with a bonus piece on Concussion Management from 8 a.m. to 1 p.m. Saturday, Feb. 8. For more information, visit http://www.epilepsychicago.org/2014/01/02/managing -students-with-seizures-training-for-school-nurses-5/.
- The ninth annual Illinois New Teacher Collaborative Induction and Mentoring Conference is set for Feb. 25 and 26 in Springfield. This year's theme is "The Changing Landscape of Induction and Mentoring." To register, visit http://intc.education.illinois.edu/events/conf2014/.

#### **Educator Opportunities**

PBS is looking for 100 of America's most innovative educators. Applications for 2014 PBS
LearningMedia Digital Innovator will be accepted Dec. 11 through Feb. 14. This year-long program is designed to foster and reward a community of 100 digitally-savvy K-12 educators. Get started at <a href="http://www.pbslearningmedia.org/collection/digitalinnovators/">http://www.pbslearningmedia.org/collection/digitalinnovators/</a>.

#### **Student Opportunities**

- Illinois Partners for Clean Air has launched the 2014 Shoot for the Skies PSA Video Contest, a creative competition open to Chicago area high school (public, private or home school) and college students. The public service announcements aim to educate the general public about Chicago area air quality. For more information, visit <u>http://www.cleantheair.org/</u>.
- The Constitutional Rights Foundation Chicago, in conjunction with IIT Chicago-Kent Institute on the Supreme Court of the United States, is accepting applications from high school students for You(th) Decide: A High School Student Forum on the U.S. Supreme Court on March 7. The deadline to apply is Jan. 10. Teachers can also nominate students. For details, visit <u>http://www.crfc.org/YouthDecide2014</u>.
- The state of Florida is planning an academic tournament for students across the U.S. The National Tournament of Academic Excellence is set for June 14-16 in Lake Buena Vista, Fla. Teams of six students in grades 9-12 with a coach will compete against other states, the District of Columbia, Guam and the U.S. Virgin Islands. For more information, visit http://www.academic-challenge.org/ntae/index.html.

#### **Grant Opportunities**

- The Illinois Department of Public Health and the State Health Improvement Plan Implementation Coordination Council have issued a **Video Challenge** for organizations. Up to 10 awardees will receive \$1,500 in grant funding to continue health transformation work in their community. Details at <u>http://healthycommunities.illinois.gov/video\_challeng</u> <u>e.htm</u>.
- The Coalition of Schools Educating Boys of Color recently launched its third annual COSEBOC School Awards, which are designed to celebrate schools demonstrating success in educating boys and young men of color. This year the awards will be focused on schools educating preK-6 grade students. For details, visit <u>http://coseboc.org/school-awards</u>. The deadline for applications is Jan. 20.

#### **Employment Opportunities**

• An **External Vacancy List for ISBE** is available at <u>http://www.isbe.net/hr/Default.htm</u>.