

Waukegan Public Schools Community Unit School District #60 Superintendent's Bulletin Dr. Donaldo R. Batiste, Superintendent

Volume 1, No. 10

October 23, 2006

Superintendent's Message.....

As I sat staring into the blank computer screen late Sunday afternoon, while visiting with the remaining members of my family who had not yet returned to their varied points of residence, I was torn between enjoying the "limited last hours" with them, and "hunkering down" to keep my commitment to maintain my dialogue with you weekly through this medium. Through it all, it was difficult to refrain from the sense of marvel that modern technology has made it possible for me to do both, through the use of e-mail and the Internet. Hence, my message to you this week is being sent "on-time" from 1,800 miles away! For those interested, the wedding was absolutely beautiful, and the reunion continues "to roll"! Before you know it, however, I will be "back in the saddle" at Lincoln Center. Where has the time gone?!

Here we are again at the juncture in time that necessitates our "setting our clocks back" and for those of us fortunate enough to have automated time technology, all we have to do is got to sleep the night before, wake up, and the marvel of technology will have done it for us. At the risk of "dating myself" by admitting that I remember when this process got started, I am curious as to just how many of our students and staff know the reason(s) that necessitated this practice. Do you know? Survey your students, teachers, co-workers and friends. I would love to hear from you and the reasons that you received.

With this being the last week of our first quarter, I know that you are extremely busy meeting timelines and assessing progress. Know that I join you in your levels of struggle and challenge, and am sensitive to the pressures related to grading and evaluating student academic and social achievements. Let me know how I or members of our staff can be of service to you.

In a few weeks, I will be hosting the first in a series of meetings with district staff by labor groups (teachers, para-educators, office workers, custodial and maintenance, and cafeteria staff) to ascertain our progress and to just hear from you. These meetings will be voluntary in nature, and I would encourage you to attend when your group is identified to meet.

Remember our theme and motto this year: **"A New Day, A New Way in Waukegan Public Schools!
...one pace beyond."**

Sincerely,
Donaldo R. Batiste, Ph.D.
Superintendent

Table of Contents	
Important Dates.....	2
Notices.....	2
Awards and Honors	3
Music / Fine Arts.....	3
School / Classroom Safety	3
Assessment and Accountability.....	4
English Language Learning.....	6
Division of Specialized Instructional Programs and Services	7
Field Trips.....	8
Fellowships / Scholarships / Grants for Educators.....	8
Classroom Resources	8
Professional Development	9
Enclosures.....	10

Important Dates

- Lake County Red Ribbon Rally (College of Lake County / Grayslake) – **October 24, 2006**
- Online Grading for 1st Quarter – **October 25-November 1, 2006**
- No student drops or schedule changes – **October 25-November 3, 2006**
- End of 1st Quarter – **October 27, 2006**
- WHS Music Dept. Pasta and Pops Concert (6:30pm / WHS Gym) – **October 27, 2006**
- Last Day to Enter HOUSSE Data – **October 31, 2006**
- *Deadline:* Fall Housing / Enrollment Report – **October 31, 2006**
- *Deadline:* Special Ed. Summer School / Individual Orphanage claims – **November 1, 2006**
- *Application Deadline:* Zero Waste Schools Grant – **November 1, 2006**
- *Application Deadline:* Healthy School Communities Grant – **November 15, 2006**
- *Deadline:* IAAE Annual Poster Contest – **November 15, 2006**
- *Deadline:* NCLB Monitoring Instrument – **November 15, 2006**
- *Deadline:* NCLB Title I Comparability – **November 17, 2006**

Notices

CONTRIBUTIONS

Superintendent's Bulletin is a weekly newsletter from the Superintendent, the Web Manager, and other district administrators. Please send all contributions to:

Patrick Schwisow
Web Information Manager
Lincoln Center for Educational Services
1201 N. Sheridan Rd
Waukegan, IL 60085
Phone: (847) 263-2300
Fax: (847) 360-5628
pschwisow@waukeganschools.org

The preferred submission method is via e-mail. **Contributions must be received by 12:00 noon on Wednesday** to be included in next week's *Bulletin*.

NATIONAL PHYSICAL THERAPY MONTH

→ **Submitted by Cathy Lee, Lead Occupational / Physical Therapist**

October is National Physical Therapy Month. In the school environment, our physical therapy staff provides a continuum of educationally relevant therapy services to students with significant deficits in these primary areas: gross motor, mobility in the school environment, muscle strength, muscle tone, functional positioning, and adaptive equipment. The OT/PT Office is located at the NGC.

UNSUNG HEROES AND HEROINES

More often than not, we tend to take for granted the "extra" that many of our employees do in the name of promoting student achievement within our district. Even though more time is spent focusing on the negatives that occur within our district or working to dissipate them, it is ALWAYS a gratifying experience when we encounter "angels out there" who do good, disappear, and help this district to flourish ...without fanfare. Therefore, I wish to call to your attention one such angel...

– Donaldo R. Batiste, Ph.D.

→ *Submitted by Deanna Elliott, Director of Elementary and Secondary Education*

As of October 6th, Helen Miller, lead K-8 art teacher, has amassed over \$461,000 in donations to the teachers and students of Waukegan Public Schools. She has used four tanks of gasoline since last spring to visit a variety of businesses seeking incentives for both teachers and students. She has received certificates for free meals, small gifts for student incentives, and gift cards to purchase items for schools. Please remember to thank the following businesses for supporting Waukegan Public Schools: Joe's Crab Shack, Buffalo Wild Wings, Build-A-Bear Workshop, Wal-Mart, Applebee's, Chili's, Ryan Lyon Ford, Chevrolet in Antioch, Lake Co. Board of Realtors, Dippin' Dots, Rain Forest Café, Lazy Boy, and Hungry Howie's. She reports being overwhelmed by the generosity of local businesses.

We greatly appreciate Helen's enthusiasm for our children and her willingness to go "one pace beyond."

Awards and Honors

TWO WAUKEGAN SCHOOL ADMINISTRATORS HONORED BY GIRL SCOUTS COUNCIL

Mr. Esteban Escarez, assistant principal at Jefferson Middle School, and Mr. Angel Figueroa, principal at North Elementary School, were recipients of *President's Awards* for outstanding volunteer contributions to Girl Scouts in the Waukegan community during these past few years. The ceremony took place at the headquarters of Girl Scouts – Illinois Crossroads Council in Vernon Hills this past Saturday, October 14 2006, during a leader-enrichment all-day workshop. Congratulations to both Mr. Figueroa and Mr. Escarez for a job well done!

School / Classroom Safety

FREE RESOURCES FOR SAFE AND DRUG FREE SCHOOL PLANNING

→ *From the Weekly Message issued by the Office of the State Superintendent*

For help with effective planning for prevention programs during the 2006-2007 school year, please visit <http://www.prevention.org/Catalog/catalog.asp> [for] 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)

→ *From the Weekly Message issued by the Office of the State Superintendent*

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.

Music / Fine Arts

WAUKEGAN HIGH SCHOOL PASTA AND POPS CONCERT

Friday, October 27, 2006, the Waukegan High School Music Department will present their 6th Annual Pasta and Pops Concert. The Waukegan Association of Music Parents (AMP) works with the Music Department to produce this annual fundraising event. The following information was posted on the WHS Music Department website regarding last year's concert:

On Friday, October 21, 2005, the Waukegan High School Music Department and the Waukegan Association of Music Parents presented the 5th Annual Pasta and Pops concert. The entire music department performed numerous musical selections involving nearly 400 students. Students from Band, Choir and Orchestra performed such popular tunes as Fantasia, Wizard of Oz, selections from Les Miserables, the Beatles, West Side Story, Santana and a combined number from the movie Amistad entitled Dry Your Tears Afrika. There was an audience of over 500 people on Friday. The yearly fundraisers and events similar to Pasta and Pops help AMP raise money for the Music Department. All of the money will be used to purchase needed items for band, choir and orchestra. Pasta and Pops was a huge success due to the amazing efforts of the dedicated parents of AMP. With the support of the community, Waukegan High School Music Department's Pasta and Pops concert will become a legendary part of local history.

Assessment and Accountability

PSAE SCORES

→ *From the Weekly Message issued by the Office of the State Superintendent*

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/> 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/> 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 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.

FALL HOUSING/ENROLLMENT REPORT (87-03)

→ *From the Weekly Message issued by the Office of the State Superintendent*

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.

Reminder:

ROE/ISC programs are to report multiple program sites under one RCDTS number. Regional Alternative Schools should be reported under school number 9201, Regional Safe Schools under 9301, and, where applicable, Regional ALOP programs under 9501.

INVITATION TO SCHOOL IMPROVEMENT PLANNING AUDIO CONFERENCES

→ *From the Weekly Message issued by the Office of the State Superintendent*

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.VP. 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.

English Language Learning

DETERMINING ENGLISH LANGUAGE PROFICIENCY

→ *From the Weekly Message issued by the Office of the State Superintendent*

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.

Division of Specialized Instructional Programs and Services

SPECIAL EDUCATION SUMMER CLAIMS DUE NOVEMBER 1

→ *From the Weekly Message issued by the Office of the State Superintendent*

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.

Special Education Summer School State Aid claims authorized under Section 18-4.3 are required to be filed electronically via the Illinois State Board of Education's Web Application Security System (IWAS) and will only be available to transmit student data until midnight November 1, 2006.

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.

Field Trips

ABRAHAM LINCOLN PRESIDENTIAL LIBRARY AND MUSEUM FIELD TRIP GRANT PROGRAM

→ *From the Weekly Message issued by the Office of the State Superintendent*

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.

Fellowships / Scholarships / Grants for Educators

EINSTEIN FELLOWSHIP SEEKS CANDIDATES FOR 2007-2008 SCHOOL YEAR

→ *From the Weekly Message issued by the Office of the State Superintendent*

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.

Classroom Resources

FREE SUMMER TEACHER WORKSHOP MATERIALS ONLINE

→ *From the Weekly Message issued by the Office of the State Superintendent*

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

→ *From the Weekly Message issued by the Office of the State Superintendent*

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

Professional Development

ANNUAL RAISING STUDENT ACHIEVEMENT CONFERENCE

→ *From the Weekly Message issued by the Office of the State Superintendent*

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.roachievementconference.org/>.

When: December 4 and 5

Where: St. Charles, Illinois

Who Should Attend: Administrators, teachers, coordinators

ABRAHAM LINCOLN PRESIDENTIAL MUSEUM OFFERS EDUCATOR PASS

→ *From the Weekly Message issued by the Office of the State Superintendent*

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.

Enclosures

HUMAN RESOURCES

1. **Current Vacancy Postings** – [VacanciesV1N10.pdf](#)
 - ⇒ General Supervisor (Waukegan High School)
 - ⇒ Assistant Wrestling Coach (Waukegan High School)

Waukegan Public Schools Administration

Donaldo R. Batiste, Ph.D.
Superintendent

Mr. Jules A. Gaudin, MBA, CPA
Deputy Superintendent /
Chief Operations Officer

Mary L. Lamping, Ph.D.
Chief Academic Officer

Mr. Brian Luosa
Executive Director
Business Services

Mrs. Jeanne Kearby
Executive Director
Instructional Programs and Services

Mr. Fredrick Howard
Executive Director
Human Resources

Karen G. Carlson, Ph.D.
Associate Superintendent
Specialized Instructional Programs and
Services

Waukegan Public Schools Board of Education

Mr. Fernando Shipley
President

Mr. William Anderson
Vice President

Mr. Jeff McBride

Mrs. June Maguire

Ms. Anita Hanna

Mr. Marvin Reddick

Mrs. Patricia Jones

"A New Day...A New Way in Waukegan Public Schools!

...one pace beyond."