

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

Volume 1, No. 6

September 25, 2006

Superintendent's Message.....

Dear Colleague:

“Hats off to Institute Day program planners, presenters and participants!” From my observations and the comments shared with me both verbally and in written form from participants, there were sessions and speakers to benefit all in attendance. Putting on an event of this size and caliber is a tremendous undertaking and I will await the written evaluations on same to “jump-start” our planning efforts for professional development. It is my hope that your day was filled with valuable and useful tools to build your professional capacity. In the end, it will be these types of experiences that will enable us to say that we have done all the good that we can do with what scarce resources that we have for our children.

I am not sure that you have heard that our agenda for bi-weekly meetings with our board has been revised so that each meeting begins with a section titled, “SPECIAL RECOGNITION”. Focusing at the beginning of the meetings on the good things that are happening in our schools and departments, gives our meetings a positive focus. Within our schools and departments, many outstanding accomplishments take place each day. Our children are talented and receive recognition regularly. Our principals, teachers, and staffs perform admirably on a daily basis. We want to know about the many good things happening for inclusion in the *Special Recognition* section of the Board Agenda. Whenever the acknowledgement is scheduled for a Board meeting, we would like you and the affected individuals (principal, teachers, students, etc) to be present. Please let me know your items for inclusion on future agendas. Because of time constraints with many submissions, it may be that in lieu of recognition being given at a Board meeting, the submission will be acknowledged in our weekly bulletin.

In recognizing one another's strengths and appreciating their accomplishments, we provide the strength for both personal and professional growth of our employees, and we enrich the lives of our children.

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

Donaldo R. Batiste, Ph.D.
Superintendent

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Important Dates

- Attendance Week – **September 25-29, 2006**
- *Application Deadline:* William Randolph Hearst Scholarships – **October 4, 2006**
- Columbus Day (Legal Holiday) – **October 9, 2006**
- National School Lunch Week – **October 9-13, 2006**
- School Improvement Inservice (½ day) – **October 11, 2006**
- Grandparents Raising Grandchildren Expo (Park Place Senior Center) – **October 21, 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:

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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*.

Payroll / Insurance

OPEN ENROLLMENT FOR HMO ILLINOIS AND DENTAL PLAN

Beginning September 11, 2006 through September 30, 2006 there will be an open enrollment for employees that wish to change from Waukegan Public Schools' PPO plan to HMO Illinois. There will also be an open enrollment for Waukegan Public Schools' dental plan. The effective date of coverage will be October 1, 2006. At this time, you will be able to select the medical coverage that meets the needs of you and your family. This is also the time to sign family members up as well as yourself if you have not already applied for insurance coverage according to your contract language.

If you would like to change from the HMO plan or add family members to the dental or HMO plan please see Debra Alley in the insurance office to fill out an application. The rates for dependent coverage for both plans will be sent to all employees under separate cover.

YOU WILL NOT BE ABLE TO SWITCH FROM THE HMO TO THE WAUKEGAN PUBLIC SCHOOLS PPO PLAN. YOU MUST PROVIDE "EVIDENCE OF INSURABILITY" TO QUALIFY FOR THE PPO PLAN. SEE DEBRA ALLEY FOR AN APPLICATION.

Assessment and Accountability

NCLB DEADLINE

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

Deadlines for submitting your NCLB Monitoring Instrument will be November 15. The online instrument is found on the IWAS system. This year's submission will include being able to load previous year's data and updating any portions that have changed. If you have questions please contact **Paul Williams** at (217) 782-7970 or email pwilliam@isbe.net.

AYP APPEALS PROCESS

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

As soon as schools and districts receive their final AYP status, school districts may appeal their district or school status to the Illinois State Board of Education. The district must submit the appeal within 30 days after receipt of State final notification of status, from the State Board of Education. ISBE will send final status out through IWAS to local superintendents.

A letter from the district superintendent to the State Superintendent of Education for consideration by the Appeals Advisory Committee, listing the issue and rationale for the appeal, begins the process. Please send letters to the address listed below. Once the State Board receives an appeal, staff will work with the district in an effort to resolve the issues raised in the request through informal means. If unresolved, the appeal will be scheduled for hearing with the Appeals Advisory Committee.

For more information please go to: http://www.isbe.net/assessment/pdfs/appeals_status.pdf or call (217) 782-2223. Address letters to:

Appeals Facilitator Illinois State Board of Education 100 North First Street Springfield, Illinois 62777 Fax: 217-785-3972
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PRAIRIE STATE ACHIEVEMENT EXAMINATION (PSAE) SCORES

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

The posting of PSAE scores is still delayed. ISBE remains in constant contact with Harcourt to get this resolved. Due to this late posting PSAE score cards could not be produced this year for shipment to principals in August.

ISBE encourages schools to advise grade 12 students about participating in the PSAE retake this fall based on information currently available to them (Day 1 ACT results only). Only PSAE scores from grade 11 testing in the spring are used for school accountability and that participation in the retake is optional for grade 12 students. Please encourage Grade 12 students who did not take the PSAE while in grade 11 to register for the retake so they can meet the requirement of having to take the PSAE to receive a regular high school diploma this year.

Once scores are posted, districts will be able to export results to a spreadsheet.

As soon as PSAE scores are posted for district review, we will notify superintendents via IWAS and on the Assessment listserv.

CORRECTION PERIOD FOR GRADE 11

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

ISBE encourages all districts with high schools to check now that the grade 11 Assessment Correction files are accurate since the clean up after PSAE scores are posted will be limited to ten working days. The Assessment Correction file has been open since last spring and grade 11 IAA and IMAGE scores have been posted since July.

Districts should have error free Assessment Correction files for grade 11 and should now just be waiting to review PSAE scores.

For assistance, please call (217) 558-3600 or email help@isbe.net.

Curriculum / Standards

HUMANE EDUCATION COUNCIL PROGRAM OPPORTUNITIES

→ *From the Lake County Regional Office of Education*

As you are aware, The School Code of Illinois, Section 105 ILCS 5/27-13.1, mandates, "In every public school, there shall be instruction and student discussion of current problems and needs in the conservation of natural resources, including, but not limited to, air pollution, waste reduction and recycling, the effects of excessive use of pesticides, preservation of wildlife, and human care of domestic animals." In addition, Illinois School districts are required to teach the Social Emotional Learning Standards, which focus upon positive citizenship and good character.

Please be reminded that the Humane Education Council, a non-profit organization, is available to assist you in meeting the obligations noted above at no cost. Several Lake County Schools have already benefited from the Council's offerings. The Regional Office of Education encourages you to take advantage of this valuable resource as well. For more information and a list of programs available for grades 6 through 12, **contact Director Dorothy Keyser at (847) 336-7778.**

Certification

CERTIFICATE RENEWAL REQUIREMENTS FOR ADMINISTRATORS

Public Act #93-679 changed the certificate renewal process for teachers and administrators and eliminated some of the forms. It did not change the professional development requirements for administrators employed in an Illinois public school entity.

For more information on the professional development requirements for Administrators, Deans, Supervisors, and other holders of administrative certificates, please read the attached document (see [Enclosures](#)).

Superintendent's Bulletin posts notices of Administrators' Academy offerings along with opportunities for other staff in the [Professional Development](#) section. The course offerings of Lake County Education Services (a division of the Lake County Regional Office of Education) are posted here monthly and updated information is available at www.lake.k12.il.us.

HOUSSE REPORTING REQUIREMENT

→ *From the Lake County Regional Office of Education*

All Illinois public school teachers who have been employed teaching NCLB core academic subjects must demonstrate they are highly qualified in each of those subjects. Teachers who are new to the profession at the elementary level must pass a state examination; new teachers above grade five may demonstrate competence in their subjects by:

- passing a state content test in the subject or
- having a major indicated by a university on a transcript or
- having 32 semester hours in the subject or
- having a master's or higher degree in the subject or
- having a state master certificate in the subject

Teachers with one-year experience or more may demonstrate competence through HOUSSE, the High Objective Uniform State Standard of Evaluation, provided in the NCLB act.

The federal department of education requires that all states reach the 100% highly qualified status for all public school teachers in core academic subjects. The federal NCLB Act requires the state education agency of each state to provide data on the status of its teachers in relation to the NCLB requirements. The Illinois State Board of Education has developed the Educator Certification System (ECS) to permit teachers to report their results from the HOUSSE worksheets on the IEA and IFT websites. Teachers using the ECS system will, in many cases, find their highly qualified subjects have been automatically determined using the information on file at the State Board of Education; however, we have little information about the professional development of teachers who qualify through HOUSSE and therefore HOUSSE results need to be entered by each teacher qualifying under the rubric.

- Only teachers employed through 2005-06 may use HOUSSE
- All teachers must use this system to officially record their HOUSSE results; no other source for HOUSSE data will be honored or valid.
- Teachers should use HOUSSE for all core academic subjects where they are now employed or may wish to be employed, if they do not meet one of the other means of validating their content competence for the subject.
- Districts in Illinois and other states will have access to this system to validate HOUSSE qualifications and many states will give reciprocity to teachers from Illinois who attain the Highly Qualified status in core subjects through the Illinois HOUSSE.
- The last date to enter HOUSSE results for the majority of teachers will be October 31, 2006; only certain specified groups, to be announced later, may continue to use HOUSSE after this date and access to ECS HOUSSE system will be terminated after the above date.
- All teachers reporting highly qualified core academic subjects through HOUSSE will be expected to maintain proof of their status for audit reviews.
- Teachers who knowingly falsify or misrepresent their qualifications may be subject to revocation of their certificates.

To access ECS, go to the agency website and click on the ECS link or go directly to <http://www.isbe.net/ECS/default.htm>.

Once again, it is **urgent** that all teachers who may legitimately use HOUSSE do so in all subjects that they now teach or may wish to teach by using the IEA or IFT worksheets and reporting the results on ECS before the end of the October 31 deadline.

2006-07 TEACHER SERVICE RECORD NCLB REPORTING REQUIREMENTS

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

The Teacher Service Record (TSR) for 2006-07 has been revised to collect additional data required by the national *No Child Left Behind (NCLB)* Act. Given the need for data on all subjects taught, the changes include up to seven assignment codes for each teacher; changes to the special education and bilingual assignments to reflect core subjects taught by teachers of record and changes to reporting elementary teachers in self contained assignments at grade 5 and below. Information about these changes to the new TSR is at http://www.isbe.net/research/pdfs/trs_instructions.pdf.

Awards and Honors

NOMINATIONS FOR THE GOLDEN APPLE AWARD

The Golden Apple Foundation is currently accepting nominations of outstanding **9th – 12th grade teachers** for the *Golden Apple Award for Excellence in Teaching*. The Foundation honors teachers on a three year cycle and will honor 4th – 8th grade teachers next year and pre-K – 3rd grade teachers the following year.

Please note the following:

- Nominations are accepted only for **full-time** classroom teachers who spend the majority of their assignment time teaching grades **9-12** in Cook, Lake, DuPage, Kane, or Will county.
- Only one nomination per teacher is necessary. Nominations may be made by anyone; however, a teacher may not nominate him- / herself.
- Nominations must be received by the Foundation no later than **December 1, 2006**.

Since 1985, the Foundation has honored 210 outstanding Pre-K – 12th grade teachers from the Chicago area. **Winners will be featured in an hour-long television special, and will receive \$3,000 and a fall semester sabbatical to study tuition free at Northwestern University.** Recipients also become members of the Golden Apple Academy, comprised of past winners and dedicated to the belief that all children deserve excellent teachers.

For further information or to nominate an outstanding teacher, visit www.goldenapple.org or contact Kristin Hettich at (312) 407-0006 x121.

Physical Education / Health

FREE RECESS KIT

The first 500 NASPE / AAHPERD members who are elementary school physical education teachers to register at www.RescuingRecess.com will receive a free recess kit. Enter your contact info and then scroll down under member of and you will see NASPE - then add your NASPE membership ID number. Register today!

Each kit will contain a variety of activity ideas, games and playground equipment such as red rubber balls, street chalk, whistles, and jump ropes, plus instructions on how to hold a recess rally during National Recess Week.

NATIONAL RECESS WEEK – SEPTEMBER 18 - 22, 2006

To call attention to the importance of daily recess for elementary school students, the Cartoon Network has declared the week of September 18-22 as National Recess Week. Held in partnership with leading child advocacy groups including NASPE, the National Parent Teacher Association, National Education Association, Hands on Network and Sportime, the goal is to encourage schools to support and celebrate recess. National Recess Week will include a number of elements that spotlight the significance of recess including a national media campaign, a kick off celebration in New York City, and distribution of 10,000 free Rescue Recess Kits to participating elementary schools to use throughout the school year. Schools will be encouraged to host their own recess rallies, and on Friday, September 22 at 7 pm, the Cartoon Network will present Operation: R.E.C.E.S.S.

NASPE has developed a formal position statement that states, recess provides children with discretionary time to engage in physical activity that helps them, develop healthy bodies and enjoyment of movement. It also allows children the opportunity to practice life skills such as cooperation, taking turns, following rules, sharing, communications, negotiation, problem solving, and conflict resolution. Furthermore, participation in physical activity may improve attention, focus, behavior, and learning in the classroom. Quality physical education and daily recess are components of the elementary school educational experience that enable students to develop physical competence, health-related fitness, personal and social responsibility, and enjoyment of physical activity so that they will be physically active for a lifetime. To download a copy of the position paper, go to http://www.aahperd.org/naspe/pdf_files/pos_papers/RecessforElementarySchoolStudents.pdf.

NATIONAL SCHOOL LUNCH WEEK

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

October is just around the corner and so is National School Lunch Week (NSLW), October 9 through 13. The election has begun with the Vote for School Lunch theme. From August 1 through October 6, 2006, anybody may vote online for one of the five candidate entrees in the School Nutrition Association's Vote Contest. The winner will be announced during NSLW.

Learn about the entrees, Rocco Taco, Sally Salad, Heddi Spaghetti, Ricky Chicken, and Pete Pizza, on the School Nutrition Association's website. More information on Vote for School Lunch such as how it works, celebratory menus, a quick fact sheet, downloadable logos, a tool kit of celebration ideas and other fun resources are online at <http://docs.schoolnutrition.org/meetingsandevents/nslw2006/index.asp>.

Division of Instructional Programs and Services

BEHAVIOR INTERVENTION SERVICES RECEIVES A THREE-YEAR GRANT

→ *From Renee Wojak, Wraparound Coordinator*

There exciting things going on for Positive Behavior Interventions and Support (PBIS) in our district. The Illinois PBIS network has chosen Waukegan as one of three districts in the state to be a demonstration site for Tertiary Level implementation. Due to unique characteristics of our district including our urban demographics as well as our commitment to PBIS as a district initiative, we will benefit from a three-year grant from the PBIS network. Three buildings including Carman-Buckner, Cooke Magnet, and Jack Benny Middle School have been designated Year One schools. Three additional schools will be added each year for a total of nine schools. Among other benefits, these buildings will receive direct technical assistance on all levels of PBIS from the PBIS network, and access to a full range of supports in implementing a systems approach that can lead to improved outcomes for students with complex emotional and

behavioral needs. Schools will have access to the SIMEO data system, which is the first data system of its kind. It creates a vehicle to develop data-driven interventions for students with the most intensive needs who require Wraparound plans. This opportunity will give Waukegan School District acknowledgment statewide and nationally for its leading role in working to systematically link various levels of intervention to meet the needs of all students. And, most notably, this process will allow us to better serve our students to ensure greater success for their futures.

Professional Development

ADMINISTRATOR ACADEMY ON CURRICULUM AND ASSESSMENT

The Curriculum Leadership Institute (CLI) is presenting an Administrator Academy November 14 and 15 in Algonquin. The Kane County Regional Office of Education is sponsoring **Local Curriculum and Assessments Aligned with IL State Standards**. The Academy provides 12 professional development hours. For more information, visit www.cliweb.org.

Fellowships / Scholarships / Grants for Educators

ASCD ANNOUNCES APPLICATION FOR GRANT AWARD PROGRAM

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

The Association for Supervision and Curriculum Development (ASCD) will award **10 grants of \$10,000 each to help schools and communities work together to create a healthy school environment**. The selected schools will demonstrate the capacity for best practice in leadership and instruction, support comprehensive health programs and create strong collaborations with other community institutions.

The grant program is part of ASCD's worldwide effort to promote the integration of health and learning and the benefits of school-community partnerships. Grantees will assess the health-related aspects of the learning environment and use the results for school improvement and community engagement. They will participate in a study to identify the key indicators of success. School communities will receive technical assistance and become part of a Healthy School Communities network.

Healthy School Communities sites will be selected in November 2006. The pilot grant is open to K-12 public and independent school communities in the United States and its territories, including Department of Defense Schools; Canada; the Caribbean; and the Asia Pacific region.

Grant applications are available online at www.ascd.org/healthyschoolcommunities and are due **November 15, 2006**. For more information about the application process, contact **Theresa Lewallen** at (703) 575-5622 or healthyschoolcommunities@ascd.org.

Enclosures

HUMAN RESOURCES

1. **Current Vacancy Postings** – [VacanciesV1N6.pdf](#)
 - ⇒ Lead School Psychologist (Lincoln Center)
 - ⇒ English Language Learner Programs Facilitator (Multiple Locations)
 - ⇒ 2nd Grade Bilingual Education Classroom Teacher (Carman-Buckner)
 - ⇒ Executive Director of Technology (Lincoln Center)

CERTIFICATION

2. **Certificate Renewal Requirements for Administrators** – [AdminCertificateRenew.pdf](#)

Waukegan Public Schools Administration

Donaldo R. Batiste, Ph.D.
Superintendent

Mr. Jules A. Gaudin
Deputy Superintendent /
Chief Operations Officer

Mr. Brian Luosa
Executive Director
Business Services

Mr. Fredrick Howard
Executive Director
Human Resources

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

Mrs. Jeanne Kearby
Executive Director
Instructional Programs and Services

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

Waukegan Public Schools Board of Education

Mr. Fernando Shipley
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Mrs. June Maguire

Mr. Marvin Reddick

Mr. Jeff McBride

Ms. Anita Hanna

Mrs. Patricia Jones

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