



Illinois State Board of Education

100 North First Street • Springfield, Illinois 62777-0001
www.isbe.net

Gery J. Chico
Chairman

Christopher A. Koch, Ed.D.
State Superintendent of Education

August 29, 2011

Marlene Brady
Superintendent
North Mac Community Unit School District 34
525 North 3rd Street
Girard, IL 62640

Dear Ms. Brady:

As part of its general supervision responsibility, the Illinois State Board of Education (ISBE) utilizes a special education focused monitoring system designed to improve educational results and outcomes for students receiving special education services. Focused monitoring is a data-driven approach that focuses on a small number of carefully chosen priorities that have the greatest impact on improving results for students with disabilities. Districts are ranked according to size and type, and after a review of data submitted to ISBE through the Funding and Child Tracking System (FACTS), those districts with the widest variance on the chosen critical performance indicator are selected to receive a monitoring review. The focus of the monitoring review is to examine the school district's compliance with federal and state requirements specifically related to the critical performance indicator, which is chosen in consultation with the Illinois State Advisory Council on the Education of Children with Disabilities (ISAC), the General Supervision Enhancement Grant Advisory Committee, and ISBE. The indicator determined to be the focus for the 2011-2012 school year is:

- Indicator 5A: percent of children with IEPs inside the general education class 80% or more of the day.

Through an analysis of the 2010-2011 educational environment (EE) data reported to ISBE through FACTS, North Mac Community Unit School District 34 has been selected for an on-site monitoring review to be conducted in the critical performance area of "Educational Environment for Students with Disabilities". The data table below outlines your district's EE data for your review.

North Mac CUSD 34				
	2010-11			
	% of Time Inside the General Classroom			Separate Facility
	≥ 80%	40-79%	<40%	
District	43.1	44.0	8.9	4.0
Cooperative	50.6	39.4	6.4	3.7
Unit Districts	54.8	26.1	13.8	5.4
SPP State Targets	>49.9		<18.5	<3.90

* Note: The "Unit District" category does not include data from the Chicago Public Schools.

The review will be conducted during the 2011-2012 school year by an ISBE team. In addition to the ISBE team leader, members will include at least one additional ISBE staff person, one peer member, and one parent member. The on-site review will include a review of student records as well as interviews with selected administrators, general education teachers, special education teachers, related service providers, and other district personnel as necessary. In addition, the district is responsible for arranging a one hour public forum to be held the evening of the first day of the on-site review. The ISBE team leader and the parent member of the team will facilitate the forum. The purpose of the forum is to gather input from parents of students with disabilities and other community stakeholders specific to the educational environment for students with disabilities in the district. The district must notify the community of the forum at least two weeks prior to the on-site review through locally available methods (e.g., local newspaper, school district or special education cooperative newsletter, school district website, etc.). An announcement template will be provided to you by the ISBE team leader to ensure public notification to community stakeholders and parents of students with disabilities who receive special education services in the district.

Betty Hendrickson will serve as your team leader and will be contacting you to:

- Make initial introductions.
- Establish the date of the on-site review.
- Answer questions regarding pre-visit data to be submitted to ISBE.
- Describe a typical on-site schedule.
- Discuss the space needed for the team to conduct interviews, record reviews, and team meetings.
- Confirm the forum date, time, and notification process.

Finally, while the data analysis and on-site activities will be targeted and focused in the area of educational environment for students with disabilities, please understand that if additional areas of noncompliance are discovered during the on-site visit, ISBE will be obligated to address these issues.

Districts wishing to appeal their selection for a focused monitoring review must submit the appeal and supporting documentation to ISBE. This information must be postmarked by **September 23, 2011** for such consideration. Appeals will not be granted for the following reasons:

- A district submitted inaccurate data to ISBE.
- A district disputes the process and measurements used to select districts.

ISBE will host a webinar for districts to discuss the focused monitoring selection process and to address any questions. The webinar will be September 15, 2011 at 10:00 a.m. until approximately 11:30 a.m. District superintendents will receive an e-mail with the registration information for the webinar within the next two days. District superintendents and the district teams may register for the webinar from the e-mail or by typing in the web address below:

<https://www1.gotomeeting.com/register/414800648>

Title: **Focused Monitoring Selected Districts**

Date: **Thursday, September 15, 2011**

Time: **10:00 a.m. - 11:30 a.m. CDT** (ending time allows for a question and answer session)

After registering you will receive a confirmation e-mail containing information about joining the Webinar.

System Requirements:

PC-based attendees

Required: Windows® 7, Vista, XP, 2003 Server

Macintosh®-based attendees

Required: Mac OS® X 10.5 or newer

There will be no telephone service for this webinar; participants will be able to type in their questions throughout the webinar.

ISBE will also provide district team training for the selected districts. Topics will include data analysis, pre-visit activities, on-site activities, and post-visit activities. The dates and locations for these trainings are as follows:

North

September 28 and 29, 2011, 9:00 a.m. to 3:00 p.m. (choose one date)

Location:

Eisenhower Cooperative
5318 West 135th Street
Crestwood, Illinois 60445

Please note that we are offering two trainings in the northern region of the state at the Eisenhower Cooperative. When the first of the two dates for these trainings reaches room capacity, district teams must select the other date or another location.

Central

October 3, 2011, 9:00 a.m. to 3:00 p.m.

Location:

Illinois Association of School Boards
2921 Baker Drive
Springfield, Illinois 62703

South

October 6, 2011, 9:00 a.m. to 3:00 p.m.

Location:

John A. Logan College
Building H, Room 128
700 Logan College Drive
Carterville, Illinois 62918

More information concerning the training will be provided during the conference call. To reserve your training date and location, please contact Wanda Schoneweis at 217/782-5589 or by email at wschonew@isbe.net.

ISBE looks forward to working with you and your district staff. If you have additional questions, please feel free to contact Betty Hendrickson at (217) 782-5589 or bhendric@isbe.net.

Sincerely,

A handwritten signature in black ink that reads "David Andel". The signature is written in a cursive style with a prominent initial "D".

David Andel
Division Administrator
Division of Special Education Services

cc: Christine M Harms, State-Approved Special Education Director