

Instruction

Administrative Procedure - No Child Left Behind Checklist

The tables below are organized by NCLB topic and list sample policies, procedures, and exhibits.

School Accountability

1:20-AP	Administrative Procedure - Checklist for Handling Intergovernmental Agreement Requests	Contains issues to consider when requested to enter into an intergovernmental agreement for receiving school choice transferees. August 2002; August 2007
6:15	School Accountability	Includes a section on school choice and supplemental services. August 2002; February 2004; June 2009
6:15-AP	Administrative Procedure - School Choice and Supplemental Educational Services	Contains web links to resources including sample parental notices. June 2009
6:15-AP1	Administrative Procedure - Consequences for a SCHOOL Missing Adequate Yearly Progress	February 2004; February 2005; October 2006; Deleted June 2009
6:15-AP2	Administrative Procedure - Consequences for a DISTRICT Missing Adequate yearly Progress	February 2004; February 2005, October 2006; Deleted June 2009
6:15-AP3	Administrative Procedure - School Choice for Students Enrolled in a School Identified for Improvement, Corrective Action, or Restructuring	March 2004; Deleted June 2009 . See 6:15-AP, <i>Administrative Procedure - School Choice and Supplemental Educational Services</i> , for web links to ISBE resources and sample parent notices.
6:15-AP4	Administrative Procedure - Compliance Steps for Providing Supplemental Educational Services	March 2004; Deleted June 2009 . See 6:15-AP, <i>Administrative Procedure - School Choice and Supplemental Educational Services</i> , for web-web links to ISBE resources and sample parent notices.
6:15-E	Exhibit - Resolution Declining Requests to Accept Non-Resident Choice Students	March 2004; June 2009
6:15-E2	Exhibit - Notice to Parents of Children Enrolled in a School that Missed AYP for Two or More Consecutive Years	July 2004; Deleted June 2009 . See 6:15-AP, <i>Administrative Procedure - School Choice and Supplemental Educational Services</i> , for web links to ISBE resources and sample parent notices.

School Accountability

6:15-E3	Exhibit - Application for School Choice Transfer Option	July 2004; Deleted June 2009 . See 6:15-AP, <i>Administrative Procedure - School Choice and Supplemental Educational Services</i> , for web links to ISBE resources and sample parent notices.
6:15-E4	Exhibit - Application for Supplemental Educational Services	July 2004; Deleted June 2009 . See 6:15-AP, <i>Administrative Procedure - School Choice and Supplemental Educational Services</i> , for web links to ISBE resources and sample parent notices.
7:30	Student Assignment and Intra-District Transfer	August 2003; February 2008

Teachers and Paraprofessionals

5:190	Professional Personnel - Teacher Qualifications	Includes <i>highly qualified</i> as employment criteria; refers to ISBE's "Illinois Criteria for Meeting the NCLB Requirements for Highly Qualified Teachers." May 2003; March 2004; February 2008
5:190-AP	Administrative Procedure - Plan to Ensure that All Teachers Who Teach Core Academic Subjects Are Highly Qualified" By the End of the 2005-2006 School Year	May 2003; February 2008
5:190-E1	Exhibit - Notice to Parents of Their Right to Request a Classroom Teachers' Qualifications	Informs parents of their right to receive certain information regarding their children's teachers. May 2003; February 2008
5:190-E2	Exhibit - Notice to Parent When Their Student Is Assigned To, or Has Been Taught for at Least Four Straight Weeks By, A Teacher Who Is Not Highly Qualified	May 2003; February 2008
5:190-E3	Letter to Teacher Who Fails to Meet the Federal Definition of "Highly Qualified"	August 2003; February 2008
5:280	Educational Support Personnel - Duties and Qualifications	Requires paraprofessionals to have the "duties and qualifications" as described in Title I of the Elementary and Secondary Education Act. May 2003; July 2004; February 2006

Teachers and Paraprofessionals

5:280-AP	Administrative Procedure - Paraprofessionals Working in a Program Supported With Title I Funds	Quotes NCLB; provides sample language to inform paraprofessionals of the requirements. June 2002; Deleted August 2007
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Parental Involvement

6:170	Title I Programs	Complies with NCLB; includes a section on parental involvement. August 2002; February 2008
6:170-AP1	Administrative Procedure - Checklist for Development, Implementation, and Maintenance of Parental Involvement Compacts in Title I Programs	August 2002; August 2007
6:170-AP2	Administrative Procedure - Notices to Parents Required by No Child Left Behind Act of 2001	Gives districts a reference guide to notice requirements for districts that receive Title I funds. August 2002; August 2007
6:170-E1	Exhibit - District Level Parental Involvement Compact in Title I Programs	August 2002; August 2007
6:170-E2	Exhibit - School Level Parental Involvement Compact in Title I Programs	Incorporated by reference in 6:170 and may be used as a template. August 2002; August 2007

McKinney Homeless Assistance Act

2:260	Uniform Grievance Procedure	Provides complaint procedure for Title I as well as the McKinney Homeless Assistance Act. January 2003; October 2003; July 2006, October 2007; June 2009
4:110	Transportation	January 2003; March 2004; February 2008
6:140	Education of Homeless Children	Contains the basic requirements of State law as well as the McKinney Homeless Assistance Act. January 2003; October 2005
6:140-AP	Administrative Procedure - Education of Homeless Children	Contains procedures in actor-action format regarding educating homeless children. January 2003; October 2005
7:10	Equal Educational Opportunities	Specifically includes “status as a homeless youth” as a protected classification. January 2003; October 2008
7:50	School Admissions and Student Transfers To and From Non-District Schools	Requires immediate admission of homeless children pursuant to the McKinney Homeless Assistance Act. January 2003; October 2004; June 2005; October 2008

McKinney Homeless Assistance Act

7:60	Residence	Requires immediate admission of homeless children pursuant to the McKinney Homeless Assistance Act. January 2003; October 2004; October 2005; February 2009
7:100	Health Examinations, Immunizations, and Exclusion of Students	Requires immediate admission of homeless children pursuant to the McKinney Homeless Assistance Act. June 2002; October 2005; October 2008

Migrant Student

6:145	Migrant Students	Addresses NCLB, 20 U.S.C. §6391 <u>et seq.</u> and requires the superintendent to develop a program addressing the needs of migratory children. August 2002; March 2007
6:145-E	Exhibit - Programs for Migrant Students - Family Interview Form	August 2002; Deleted July 2006

Persistently Dangerous School and Choice for Victim of Violent Crime

4:170	Safety	Contains provisions on Unsafe School Choice Option. March 2004; October 2006; February 2009
4:170-AP5	Administrative Procedure - Unsafe School Choice Option	Complies with §9532 of NCLB, 20 U.S.C. §7912. August 2003; March 2004; June 2009
7:30	Student Assignment and Intra-District Transfer	Refers to district policy on the Unsafe School Choice Option contained in 4:170 and 4:170-AP5. August 2003; February 2008

Limited English Proficiency Students

6:160	English Language Learners	Implements NCLB, §§3001-3004, 20 U.S.C. §§6312-19; 6801 <u>et seq.</u> and requires the superintendent to develop and implement a program to address the needs of children with limited English language proficiency. August 2002; March 2007; October 2008
6:160-E1	Exhibit - Student Home Language Survey	May 2003; Deleted March 2007
6:160-E2	Exhibit - Notice to Parents of Student's Identified as Limited English Proficient	Complies with the NCLB's requirement that schools notify parents of their student's placement in a LEP program. May 2003; Deleted March 2007

Protection of Pupil Rights Act

7:15	Student and Family Privacy	Complies with the Protection of Pupil Rights Act [20
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Protection of Pupil Rights Act

	Rights	U.S.C. §1232h(c)(1)(E)] as well as 2 state laws. June 2002; March 2004; February 2008
7:15-E	Exhibit - Notification to Parents of Family Privacy Rights	Notifies parents/guardians of privacy rights policy. June 2002; March 2004; March 2007

Military Recruiter Access to Students

7:340	Student Records	June 2002; March 2004; July 2006; October 2008
7:340-AP	Administrative Procedure - Student Records	Contains provision on access rights of military recruiters and institutions of higher learning. June 2002; June 2005
7:340-E1	Exhibit - Notification to Parents and Students of Rights Concerning a Student's School Records	Includes right to refuse all release of directory information to military recruiters. May 2003; February 2006
7:340-E3	Exhibit - Letter to Parents/Guardians Regarding Military Recruiter and Postsecondary Institutions Receiving Student Directory Information	Contains a form for parents to complete if they do not want military recruiters and/or institutions of higher learning to be given their secondary school student's name, address, and telephone numbers. May 2003; June 2008
7:340-E4	Exhibit - FAQ's Regarding Military Recruiter Access to Students and Student Information	Answers many questions for school staff members and may be distributed at will. May 2003; June 2008

No Policy Prohibiting Student Prayer

7:130	Student Rights and Responsibilities	States that student rights include the right to pray. September 2002; March 2007
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Boy Scouts Access to School Facilities

8:20	Community Use of School Facilities	Footnotes discuss NCLB, 20 U.S.C. §7905. Schools are prohibited from denying equal access to school facilities to the Boy Scouts or any other youth group "for reasons based on membership or leadership criteria or oath of allegiance to God and country." August 2002; March 2004; October 2007
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