

*Vermilion County
Regional Office of Education
Annual Report July 1, 2012-June 30, 2013
Cheryl Reifsteck, Regional Supt. Of Schools
Mark Janesky, Assistant Regional Supt. of Schools*

Regional Superintendent's Message

August 2013

Dear Friends of the Educational Communities of Vermilion County,

This Annual Report meets the requirement of Section 5/3-5 of the Illinois School Code and details the accomplishments of the Regional Office of Education and its mandated and elective programs that serves the 12 public school districts, two cooperatives and the private schools of the county. This summary lists the services offered, the regulatory responsibilities met, and highlights the certificate renewal and registration for those who are directly responsible for the educational programs in Vermilion county.

In order to increase the quality of programs, the Regional Office of Education and its associated programs have and will continue to provide resources for educational staff in-service training and school improvement activities. Through workshops, conference sponsorship, Administrator's Academy and bus driver trainings, the Regional Office of Education reaches out to meet the identified needs of our districts using our resources in an effective and productive manner.

The Regional Office of Education acknowledges the great support of the Vermilion County Board, its leadership, membership and staff for their continuing financial support of this office.

Together we can best serve the needs of our future—our children.

*Cheryl S. Reifsteck , Regional Superintendent
Vermilion County Regional Office of Education*

Mission Statement

The Vermilion County Regional Office of Education has as an organizational mission to promote quality education for all the school children of Vermilion County, to provide educational leadership for certified staff throughout the county, to assist districts in meeting their recognized needs, and to deliver professional educational services effectively for the direct benefit of all the members of the educational communities of Vermilion County. The Regional Office of Education promotes professional services that promote learning.

*Regional Office of
Education
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Danville, Illinois
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217-431-2668*

ROE Staff

**Shari Hutson— School
Finance/Bookkeeper**

**Allison Willard—Teacher
Certification/ Calendar**

**Micki Guthrie-
Reception/GED**

**Tricia Keith
RESQ Truancy Counselor/
Officer**

**ROE Schoolworks
Staff 217-443-4086**

Kevin Seymour—Director

**Jerri Waller—Office
Manager/Secretary**

**Tammy Morfey-
Adm. Academies/Secretary**

**Staff Development
Consultants
Nancy Clinton**

**RtI Coordinator
Jeri Callaway**

Regional Office of Education Statistics

Public Schools

of School Districts—12
 # of School Buildings—39
 # of Administrators—92
 # of Active teachers—910
 # of Cooperatives—1
 Student Enrollment—13433

Non—Public Schools

of Buildings—6
 Student Enrollment—812

Total Public/Non Public

Student Enrollment - 14245

Public School Districts

Armstrong- Ellis CUSD #61
 Armstrong Twp. HS #225
 Bismarck -Henning CUSD #1
 Catlin CUSD #5
 Danville District #118
 Georgetown-Ridge Farm CUSD #4
 Hoopeston Area CUSD #11
 Jamaica CUSD #12
 Oakwood CUSD #76
 Potomac CUSD #10
 Rossville—Alvin CUSD #7
 Westville CUSD #2

Cooperative School

Vermilion Association for
 Special Education

Non-Public Schools

Danville Christian Academy
 Danville Lutheran Schools -
 Main and Bowman
 First Baptist School
 Schlarman Academy -
 Walnut Campus
 Schlarman Academy -
 Vermilion Campus

Regional Office of Education Services

Vermilion County Regional Office of Education Services

Teacher Certification

- New certificates or endorsements issued – 153
- Teacher certificates registered – 535
- Teacher/Administrator Statement of Assurances – 101
- Substitute Teacher Certificates Issued— 54
- Substitute Certificates Registered—194

Fingerprinting/ Background Checks

- New Employee fingerprinting/background checks – 389

School Recognition

- Districts evaluated for full compliance – 4
 Georgetown Ridge Farm, Hoopeston , Jamaica, Rossville-Alvin

Regional Safe Schools

- 38 students served

Health Life Safety Inspections

- All public school buildings – 39
- Cooperative school building – 1

GED Testing

Number tested - 292
 Number Diplomas awarded—123

Bus Driver Training

Drivers trained– 163

Truancy

205 students served

Chronic truants—165
 Court referred—40

Homeless Services

Students served—324

Professional Development

Teacher Inservices– 43
 Teacher Participants—1043
 Administrator Participants —42
 Administrator Academies— 3

Regional Office of Education Duties and Responsibilities

Educational Administration

- *Respond to legal questions from educators, boards of education and other citizens*
- *Issue, register and renew teacher certificates. Supervise and assist in transportation programs, scientific literacy programs and other staff development program*
- *Provide G.E.D. testing and diplomas*

Disseminate information on scholarships and teacher vacancies

- *Conduct professional growth opportunities.*
- *Approve school calendars, in-service days, workshops and institutes.*
- *Conduct hearings for formation of Unit districts and consolidation of existing school districts*

Cooperation Management

- *Assist the Illinois State Board of Education, Compliance division, in the evaluation and recognition of public schools, and private schools, and private schools who ask to be recognized*
- *Maintain maps of all school districts*
- *Administer cooperative programs.*
- *Monitor public schools during strikes*
- *Assist with cooperatives, special education programs and vocational programs*
- *Serve as Ex-Officio secretary of the Regional Board of School Trustees*

Health and Life Safety

- *Visit and inspect each public school annually*
- *Supervise school buildings for health and life safety and condemn buildings if necessary*
- *Provide courses in safety and first aid for bus drivers*
- *Approve building permits and occupancy permits*

Financial

- *Audit district claims for General State Aid, categorical funds, and Federal grants*
- *Review budgets, audits, evidence of indebtedness and annual financial reports*
- *Check bonding of school treasurers*
- *Disburse state and federal funds*

Public Relations

- *Respond to questions and concerns, including legal questions, from parents, teachers, administrators, boards of education and other citizens*
- *Promote and support educational programs and achievements of the schools and educators*
- *Hold public hearings on topics vital to education*
- *Serve as liaison between the Illinois State Board of Education and local school districts*
- *Serve as liaison between the state legislature and local school districts*

Vermilion County Board of School Trustees

*Michael Black- Chairman
James Cox ,Robert Cox, Pat Marron
Ron Metzger, Bruce McQuigg, Terry Prillaman*

Overview of the 2012-2013 Year

The following functions and services represent areas provided through the Regional Office of Education.

1. *Compliance Issues:* The Regional Office of Education conducts a School Evaluation that covers governance of operations, general health and safety, personnel, instructional programs and services, elementary programs, high school programs and special education. The results of this evaluation of School Code references and 23 Illinois Administrative Code determine Recommended Recognition Status for the districts. This evaluation is done every third year and directly involves the building principals and superintendent in many areas. In the 2012-13 school year, the following school districts were visited by the ROE for a full compliance visit: Georgetown/Ridge Farm, Hoopston Area, Jamaica and Rossville-Alvin.
2. *Health, Life Safety Visits:* The ROE conducts annual visits to all school buildings in the districts including a principal interview and a review of new staff personnel records.
3. *Certification:* The ROE registers all certificates in the region annually. We process entitlements, new applications for certificates and endorsements. In addition, we perform informal transcript and certificate review and recommend programs for perspective teachers. In 2012-13, 153 teaching certificates were newly issued /endorsed. 535 teaching certificates were renewed / registered. 101 teacher or administrative statements of assurance of professional development were filed with ISBE. The ROE fingerprinted 389 new public school employees.
4. *School Code and Legal Issues:* Through ISBE, the ROE provides legal opinions on various matters and tries to provide information and interpretation of School Code issues for administrators at all levels.
5. *ISBE information and Regulatory Channel:* There are numerous forms and claims that must go through the ROE prior to submission to ISBE. They include financial claims, census, personnel, policy submission, and assurances of various types.
6. *Financial Flow-Thru Function:* The ROE disbursed over \$80,922,989 in state and federal funds annually to local school districts.
7. *Regional Safe Schools Programs:* The Vermilion County Regional Safe Schools Program is funded through the ROE and coordinated in conjunction with the Vermilion County Special Education Association. This school is designed for junior and senior high age students eligible for expulsion from their home districts and administratively transferred to the Safe Schools Programs in lieu of their expulsion. The program is housed at the VASE building. In the 2012-2013 school year, 38 students in grades 6– 12 were serviced and ADA was 9.78. In the 2007-08 school year, this school expanded to include grades 6-12 to better fit the needs of the local school districts.
8. *Calendar, Institute, and Inservice:* School Calendars, Institute and Inservice Approvals must be submitted through the ROE. All inservices must be approved by the ROE.
9. *Truancy Issues:* The ROE serves as the County Truant Officer. Formal filings for truancy are made to the State's Attorney's office through the ROE. The ROE was awarded a TAEOP state grant for \$49041. A Truancy Counselor is employed to serve in a counseling function for potential truants in grades 1-8. In the 2012-2013 school year, 205 students were serviced with RES-Q truancy, 165 students were considered chronic truants and 40 students were court referred.
10. *Substitute Teachers:* The ROE maintains a county substitute teacher list and updates this list as new names are added. In addition, the ROE issues substitute teacher certificates for those people wishing to substitute in public schools and holds the personnel records for the county substitutes. In 2012-2013, 54 substitute teacher & 36 teacher aide certificates were issued by the ROE.
11. *Continuing Education:* The ROE promotes and coordinates continuing education opportunities for the certified personnel in the county. The majority of these credit opportunities have been through Eastern Illinois University. Presently, we are involved in 3 cohorts (1 elementary, 2 administrative), serving over 60 students.
12. *TRS:* The ROE has coordinated individual and group Teachers' Retirement System meetings for the teachers and administrators of the county.
13. *Professional Development Opportunities and System of Support Services :* ROE Schoolworks supplies professional development opportunities for teachers and administrators in Vermilion, Champaign and Ford Counties. It employs 1 director and 9 staff members. ROE Schoolworks offers Administrators' Academies, Assessment Training, RtI training, Gifted Education, Literacy Education, School/ Parent Relationship Inservice, Curricular /Common Core Inservice, Technology training, and many other workshops. All school districts in the county participated in PD services.
14. *GED:* The ROE coordinates and administers the GED test for those individuals who would like to earn a high school equivalency certificate. Administrative functions include publicizing, processing applications, testing, scoring, issuing certificates and maintaining records. In 2012-2013 the GED was offered 9 times throughout the year. 292 persons took the GED test with 123 receiving their GED diplomas.
15. *Project Success:* The ROE is actively involved in Project Success, a school-based delivery system for health and social services to improve the child and family well-being by providing services that stress school success.
16. *Home School Registration:* Although home schools are considered private schools by the state, the ROE requests students to be registered with this office.
17. *School Bus Driver Training:* In 2012-13, the ROE provided initial & refresher bus driver training to 163 drivers.
18. *Educational Employee/Volunteer Recognition:* The ROE recognized 50 members of the county educational communities at its annual Golden Ruler Awards Banquet. In 22 years, over 1200 rulers have been awarded.
19. *Homeless Grant—*The ROE was awarded \$18,551 through the McKinney-Vento Homeless Grant to help meet the needs of the 324 homeless students reported in Vermilion County. School and basic health supplies were provided.