

Administration Response to Citizens' Advisory Council Recommendations - 2011/2012 School Year

Committee	Recommendation	Administration Response
Special Education	Develop and sponsor a Special Education University along with the U-46 Special Education Department. Focus on the special education process, including IEP meetings, paperwork, and goal setting.	We concur and our Special Education Department will work with the CAC Special Education Committee to organize a Special Education University.
Special Education	Host the 3rd Annual Special Needs Parent Resource Fair. Targeted date of March 2, 2013.	We concur. The annual Special Needs Parent Resource Fair is a forum we should continue offering to parents.
Special Education	Provide funding for the Special Education University and the Parent Resource Fair during the 2012/2013 school year.	We concur. The Special Education Department will utilize some of their existing funds to provide needed resources to support the Fair.
Special Education	Utilize district flyers, press releases, Connect-Ed messages, and social networking to promote Special Education University and the Parent Resource Fair.	We concur and will continue to support the CAC Special Education Committee with assistance in promoting via press releases, Connect-Ed, and social networking.
Family & Community Engagement	Actively promote the "Guidelines for Addressing Concerns, Questions, and Suggestions" document to families and school district staff.	We concur and will post the document on the Parents section of the U-46 web site and develop a communication plan for 2012-13.
Family & Community Engagement	Update the "School Board and Community" information on the district website to include more details on what the Board of Education does and how it interacts with the Community.	We concur and will provide more information on the role of Board members and provide links (e.g. IASB) as appropriate.
Family & Community Engagement	Add a "Family and Community Engagement" resource tab to the district's website.	We concur that this will be done when the entire website is re-designed. Until then, much of the information provided by the CAC F.A.C.E. Committee since 2009 has been posted on the Parents section of the web site.

Committee	Recommendation	Administration Response
Curriculum	Collect data on how many students have APEX course credits on their transcript. The data should also include when a student failed the course and the time frame for recovery of credits.	We disagree. With the implementation of a new Student Information System, this may be feasible at some point, but is not critical information to have at this time.
Curriculum	Track best practices on effective APEX usage at each school and spread that success to each high school.	We concur and will track best practices on effective APEX usage at each school and spread that success to each high school.
Curriculum	Provide professional development for teachers and guidance counselors to understand the ways APEX could aid in credit recovery.	We agree that providing a workshop for guidance counselors regarding APEX is a good idea and will conduct the workshop during the 2012-2013 school year.
Curriculum	Expand APEX beyond credit recovery to support students in the summer and during the school year for interested students to gain access to classes that do not have enough students to run effectively.	We agree that expanding APEX beyond credit recovery may be a good idea. We will need to evaluate the recommendation further to determine if we have the resources (human and financial) to expand in future years.
Curriculum	Perform a comprehensive survey of kindergarten through grade 8 teachers regarding current science teaching methods.	We Disagree. This may be an issue that the Transformation Task Force will consider; however, a survey regarding current science teaching methods in grades K-8 does not immediately fit into the District's curriculum cycle.
Curriculum	Provide professional development for teachers to enable them to better integrate science within the literacy and math curriculum.	We concur. Training of how to integrate science within the literacy block will be conducted during Phase 3 of the curriculum cycle in 2013-2014.

Committee	Recommendation	Administration Response
Curriculum	The Board and Administration should realign the instructional day to include designated time for science in the elementary classroom.	<p>We neither concur nor disagree. The Elgin Teachers Association and SD U-46 will be evaluating the entire instructional day at all levels through a Transformation Task Force. We believe any recommendations to re-align the student and teacher day should come through that task force. The CAC recommendation to consider elementary science will be provided to the Transformation Task Force Steering Committee.</p>
Cyber bullying	Create a U-46 internal task force to coordinate bullying prevention efforts within the district. Proposed committee structure to include 2 CAC representatives, district administration, principals/deans, teachers, transportation personnel, social workers/counselors, students, lunch/recess personnel, and district webmaster.	<p>We agree with the importance of this topic. While we see the merit in establishing a committee to evaluate bullying prevention efforts, we will not have the human resources to create and appoint staff to an internal task force during the 2012-2013 school year. However, there are existing committees/structures to which we will provide the CAC Report on Bullying, such as the Handbook Committee, the School Safety Task Force, and so forth.</p> <p>School District U-46 is in compliance with the state's anti-bullying statute (105 ILCS 5/27-23.7), including having a policy on bullying and communicating said policy to students and parents (handbooks).</p> <p>Further, the deadline for incorporating changes into the 2012-2013 handbooks has passed.</p>

Committee	Recommendation	Administration Response
Cyber bullying	In the 2012-2013 school year, offer full-day Crisis Prevention and Intervention course and the half-day CPI bullying course, to be attended by all principals, PBIS committee members, and all school social workers and counselors. Courses should also be considered for bus drivers.	We concur and this started during the 2011-12 school year as a pilot. There will be a more focused effort during 2012-13 and into the future. Nearly all bus drivers have had the full day CPI and a CPI Bus Safety course during the last two years.
Cyber bullying	All schools include bully prevention strategies in their School Improvement Plan using research-based program. Also, the committee recommends marrying PBIS efforts with the Bully Prevention in Positive Behavior Support document as a planned, organized approach to initiate change.	We concur. The CPI Bullying Awareness training program will be utilized by U-46 as the staff training program moving forward.
Cyber bullying	Create a consistent bullying reporting mechanism across the district. A recommended student/adult reporting form developed by the Illinois Task Force on Bullying has already been developed. Bullying best practices recommend an online, anonymous reporting option.	We concur and District Safety could provide resources to organize a District wide on-line reporting method. District safety recommends an anonymous e-mail or on-line submission that is sent to a District Safety e-mail account.
Cyber bullying	Create a webpage to provide bullying prevention information for parents and students.	We concur and will connect this web page to District Safety. The CAC sub-committee is needed to provide guidance on the materials and links for the website.
Cyber bullying	Include in elementary school handbooks the "Levels of Intervention" document.	We agree. The "Levels of Intervention" were included in elementary handbooks beginning in the 2011-2012 school year, and will be included in future years.

Committee	Recommendation	Administration Response
Cyber bullying	Revise the "Bullying" section of the high school and middle school handbooks to include social exclusion in the definition.	Handbooks for 2012-2013 are already in production and cannot be revised at this time. We will need to review research and best practices on incorporating "social exclusion" in the definition of bullying and provide same to the Handbook Committee.
Finance	Continue to work on ways to communicate financial information to the public to foster constructive dialog between the community and the district.	We concur. Administration will continue to place online its monthly financial statements and other relevant financial documents.
Finance	Post "Understanding U-46 Finances" on the district website.	We concur and will get "Understanding U-46 Finances" on the district website under our Financial page.
Legislative	Continue to work with the League of Women Voters of the Elgin Area, the Elgin Teachers Association, and the Daily Herald in sponsoring future candidate forums.	We concur. The partnership between the CAC and other organizations provided for a well-run candidate forum.
Enrollment & Facilities	No recommendations.	No response required.