

# Fiscal Year 2008/2009 Budget Program Description

## Regional Office of Education

### Department Mission Statement:

The McHenry County Regional Office of Education acts as an advocate for education by providing positive leadership, performing regulatory functions directed by the Illinois School Code and the Illinois State Board of Education, coordinating and delivering state and local services, and disseminating information for educators, school districts and the community.

Program Description (By OCA Code)	Customers Served	Mandated Service	Funding Source
<p><b><u>OCA 210001 Educational Service Region</u></b> - The Regional Superintendent is an elected official created by the Illinois General Assembly. Specific duties are enumerated in the Illinois School Code and can be summarized in two major areas: service and assurance/compliance.</p> <p>Service components are generally grouped as legislative, legal, cooperative management, research dissemination, educational administration and citizen representation. Each service component requires specific skills placing the Regional Superintendent in an alliance agent role. As alliance agent, the Regional Superintendent brings together people, concepts and resources to provide educational services and assurances for the local population.</p> <p>Assurances to the public include fiscal responsibilities, local performance, health/life safety, teacher certification and registration, supervision and curriculum. In these areas, legislation places enforcement responsibilities on the Regional Superintendent to guarantee that certain minimum standards are met and legal parameters followed. The Regional Superintendent is directly responsible to the legislature and the electorate. In most instances, enforcement responsibilities become services to help schools and school personnel meet minimum expectations in the ongoing process of school regulation.</p> <p>Finally, the Regional Superintendent works in cooperation with the Illinois State Board of Education and the local districts in the region to initiate, refine and fulfill both local and statewide directives.</p>			
<p><b>Mandatory Functions</b></p> <ul style="list-style-type: none"> <li>• Manage a system to monitor the remodeling of, additions to and construction of new school facilities from board resolution to application for permit to review of plans and specifications to issuance of construction permit, and finally to issuance of occupancy permits.</li> <li>• Manage a system to monitor expenditures of the .05 levy for health/life safety amendments.</li> <li>• Manage a system to coordinate completion of a decennial health/life safety resurvey of each school facility.</li> <li>• Manage a system to provide an annual, physical inspection of each school facility (76 facilities) and assure compliance with health/life safety standards.</li> <li>• Manage a system for the issuance of administrative, teaching and school service personnel certificates for over thirty types of certificates.</li> <li>• Manage a system for the endorsement of existing teaching certificates.</li> <li>• Manage a system for registration and renewal of administrative, teaching and school service personnel certificates.</li> <li>• Act as hearing officer for suspension of certificates as noted above.</li> <li>• Act as appeal officer for acceptance/rejection of continuing professional development plans for educators in conjunction with the Regional Professional Development Review Committee.</li> <li>• Act as fiscal and distributive agent for all monies (other than real estate taxes) received by local school</li> </ul>	<p>18 school districts; 1 special education cooperative; 1 alternative school: staff, students of eighty one buildings; citizens of McHenry County</p>	<p>105 ILCS</p>	<p>General Assembly to ISBE to Reg. Supt. and Asst. Reg. Supt. in salary; annual budget from McHenry County to provide office, personnel, supplies drawn from General Fund</p>

<ul style="list-style-type: none"> <li>• districts. Annual distribution of over \$64,000,000 in general and categorical funds.</li> <li>• Assure compliance with all necessary rules and regulations prior to distribution of categorical funds (see annual report at www.mchenry.k12.il.us)</li> <li>• Evaluate school treasurers' bonds for compliance with adequacy levels.</li> <li>• Monitor appointment of school treasurer.</li> <li>• Approve in-service training plans for each district. Approve school calendars.</li> <li>• Act as hearing and election authority for combination, consolidation and dissolution of school districts.</li> <li>• Act as secretary to the Regional Board of School Trustees to hear petitions regarding school boundary changes.</li> <li>• Assume responsibility for certain scholarships.</li> <li>• Act as records custodian of all school related fiscal and administrative documents for the State of Illinois.</li> <li>• File poll books and election returns from special elections as authorized.</li> <li>• Coordinate issuance of formal legal opinions by request through the Illinois State Board of Education Legal Division.</li> </ul>			
<ul style="list-style-type: none"> <li>• Provide continuing professional development opportunities for administrators, staff development, gifted education programs and other areas as prioritized by the Illinois State Board of Education. Delivery is made through the consortium formed among Boone/Winnebago, Dekalb and McHenry Counties (KIDS).</li> <li>• Maintain an annual census of school districts.</li> <li>• Maintain a map of school districts within the county.</li> <li>• Manage a program to insure school attendance through appointment of a truant officer.</li> <li>• Direct cooperative programs: Examples include fiscal and administrative oversight of the Cooperative for Employment Education (Delivery of career and technical training in the high schools of the region) fiscal and administrative oversight of the Education to Careers Consortium (Delivery of resources to enhance private/public partnerships in the delivery of career education and training) fiscal and administrative oversight of the McHenry County Film Library (Schedule and deliver 6000+ films and videotapes to members of the cooperative).</li> <li>• Deliver a program to test applicants and issue certificates for General Education Development (GED)</li> <li>• Deliver initial and refresher training to all school bus drivers in the region.</li> <li>• Others added as the General Assembly acts annually to expand the role of the Regional Superintendent of Schools</li> <li>• Regional Safe Schools Program: Equip, staff and operate an alternative school for those students expelled or serially suspended from the schools of the region.</li> </ul>	<p>School administrators and educators of the region</p>		<p>General Assembly to ISBE to KIDS from Common School Fund</p> <p>Fees for maps</p> <p>Federal Grants to ISBE to MCETC from Common School Fund</p> <p>Dues from local districts</p> <p>Fees charged to applicants Fees from drivers</p> <p>Grant funds from General Assembly to ISBE to grant applicant from Common School Fund</p>

Fill out as many worksheets as necessary to describe the programs within your department. Under the mandated column, indicate whether a service is mandated by local, state or federal governments. Cite specific statute or ordinance.