

## 2009 REPORT CARD DEFINITIONS AND SOURCES OF DATA

The Better Schools Accountability Law (Section 10-17a of the Illinois School Code) is reprinted below a paragraph at a time. The terms to be defined are underlined. The definitions of terms for each paragraph follow immediately below the paragraph. In some instances, terms have already been defined in statute, or they derive from current state practice.

**Legislative Citation**—(1) Policy and Purpose. It shall be the policy of the State of Illinois that each school district in this State, including special charter districts and districts subject to the provisions of Article 34, shall submit to parents, taxpayers of such districts, the Governor, the General Assembly and the State Board of Education a school report card assessing the performance of its schools and students. The report card shall be an index of school performance measured against statewide and local standards and will provide information to make prior year comparisons and to set future year targets through the school improvement plan.

### Definitions—

For purposes of this legislation, school districts include all regular operating elementary, high school, and unit districts. Excluded are other state-funded education agencies, such as area vocational centers, special education cooperatives, university laboratory schools, the Illinois Math and Science Academy, and educational organizations housed in the Illinois departments of Rehabilitation Services and Corrections.

A special charter district is any city, township, or district organized into a school district and operating in whole or in part under a special act or charter of the General Assembly. (Section 1-3 of the School Code.)

Submit to parents means the report card will be disseminated to all parents whose children are enrolled in the school by the district's usual means of distributing student report cards, by a comparable method, or by making it available on the district's web site, as detailed in paragraph (2).

A parent means the natural or adoptive parent, a guardian, or a person acting as a parent of a child.

(Submit to)...taxpayers means the report card will be kept on file by the district and the respective regional superintendent of education. According to the Freedom of Information Act, copies must be made available upon request. A fee to recover actual costs may be charged.

A taxpayer is anyone who owns property, resides, or pays taxes in the school district.

(Submit to)...the Governor, the General Assembly means the report cards will be transmitted to the Governor and the General Assembly by the Illinois State Board of Education.

In current Illinois State Board of Education use, school is synonymous with "attendance center." A school is a division of the school system consisting of students that make up one or more grade groups or other identifiable groups, organized as one unit with one or more teachers to give instruction of a defined type and housed in one or more buildings. More than one school may be housed in one building, as is the case when elementary and secondary schools are housed in the same building.

A student is an individual of legal school age who is enrolled in an educational program in grades K-12 or in an age-appropriate placement under the jurisdiction of a school or school district.

An index of school performance is an indicator that represents accomplishment.

## 2009 REPORT CARD DEFINITIONS AND SOURCES OF DATA

Statewide and local standards are measures or criteria established by local and state authority.

**Legislative Citation**—(2) Reporting Requirements. Each school district shall prepare a report card in accordance with the guidelines set forth in this Section which describes the performance of its students by school attendance centers and by district and the district’s financial resources and use of financial resources. Such report card shall be presented at a regular school board meeting subject to applicable notice requirements, posted on the school district’s Internet web site, if the district maintains an Internet web site, made available to a newspaper of general circulation serving the district, and, upon request, sent home to a parent (unless the district does not maintain an Internet web site, in which case the report card shall be sent home to parents without request). If the district posts the report card on its Internet web site, the district shall send a written notice home to parents stating (i) that the report card is available on the web site, (ii) the address of the web site, (iii) that a printed copy of the report card will be sent to parents upon request, and (iv) the telephone number that parents may call to request a printed copy of the report card. In addition, each school district shall submit the completed report card to the office of the district’s Regional Superintendent which shall make copies available to any individual requesting them.

### **Definitions**—

Financial resources include the amount of money that districts receive from all sources, as listed in paragraph (3)(b) of the legislation.

Use of financial resources refers to “District expenditure by fund” in paragraph (3)(b) of the legislation.

Applicable notice requirements are the terms and procedures of notification specified for regular meetings in the Open Meetings Act.

Posted on the school district’s Internet web site means that districts must provide parents with information relative to the availability of report cards on the districts’ web sites and must also provide printed copies upon request. Districts that do not maintain web sites must continue to send printed copies of report cards home to parents.

Made available to a newspaper of general circulation means that the information must be provided to a newspaper that is circulated in the district and in which the school district usually publishes notices. This does not include newspapers that are available for free distribution.

Sent home is the same as “submit to parents” in paragraph (1) of the legislation.

Make copies available means that the report card is kept on file. According to the Freedom of Information Act, copies must be made available upon request. A fee to recover actual costs may be charged.

**Legislative Citation**—The report card shall be completed and disseminated prior to October 31 in each school year. The report card shall contain, but not be limited to, actual local school attendance center, school district and statewide data indicating the present performance of the school, the State norms and the areas for planned improvement for the school and school district.

## 2009 REPORT CARD DEFINITIONS AND SOURCES OF DATA

### Definitions—

Disseminated is the same as “submit” in paragraph (1) and “made available” in paragraph (2) of the legislation.

The actual local school attendance center is the location where a child is housed and counted as enrolled in school in the fall of the school year.

Present performance refers to the most recent data available for the various indicators.

State norms are the quantitative values that constitute the typical performance in Illinois.

Areas for planned improvement include academic and other areas targeted for improvement by local administrators.

**Legislative Citation—**(3)(a) The report card shall include the following applicable indicators of attendance center, district, and statewide student performance: percent of students who exceed, meet, or do not meet standards established by the State Board of Education pursuant to Section 2-3.25a [105 ILCS 5/2-3.25a]; composite and subtest means on nationally normed achievement tests for college bound students; student attendance rates; chronic truancy rate; dropout rate; graduation rate; and student mobility, turnover shown as a percent of transfers out and a percent of transfers in.

### Definitions—

Percentage of students who exceed, meet, or do not meet standards established by the State Board of Education refers to the distribution of students in the various performance levels based on their ISAT, PSAE, or IAA scores. These performance levels are defined in the school report cards.

Composite and subtest means on nationally normed achievement tests for college bound students refer to the average ACT scores based on the most recent performance of students in the school’s class of 2009 who sat for the ACT on a national test date or PSAE testing. The composite mean is the reported average composite score; the subtest mean is the reported average for each of the ACT subtests, which include English, mathematics, reading, and science.

Student attendance rate is the aggregate days of student attendance, divided by the sum of the aggregate days of student attendance and aggregate days of student absence, multiplied by 100.

Chronic truancy rate is the number of chronic truants, divided by the average daily enrollment, multiplied by 100. Chronic truants include students subject to compulsory attendance who have been absent without valid cause from such attendance for 10 percent or more of the previous 180 regular attendance days.

Dropout rate is the number of dropouts, divided by the fall enrollment (not including postgraduates), multiplied by 100. Dropouts include students in grades 9-12 whose names have been removed from the district-housed roster for any reason other than death, extended illness, graduation/completion of a program of studies, transfer to another public/private school, or expulsion.

Graduation rate is the number of 2008-09 high school graduates, divided by the 2005 first-time grade 9 fall enrollment (not including students transferred out), plus students transferred in, multiplied by 100. [Numerator = number of graduates, denominator = (grade 9 enrollment – transfers out) + transfers in]. “Transfers out” include students from the freshman class who transferred to another school or died prior to graduation. “Transfers in” encompass 2008-09 graduates who were not

## 2009 REPORT CARD DEFINITIONS AND SOURCES OF DATA

counted in the 2005 first-time grade 9 fall enrollment; transfers in may include students who transferred from another school, students with or without disabilities, and students who graduated in fewer or more than four years.

Student mobility (turnover) reflects any enrollment change between the first school day in October and the last day of the school year. It is the sum of the students who transferred out and the students who transferred in, divided by the average daily enrollment, multiplied by 100. Students are counted each time they transfer out or in during the reporting year. Thus, individual students may be counted more than once.

Transfers out, relative to student mobility, comprises all incidents of students being removed from the enrollment roster for any reason.

Transfers in, relative to student mobility, comprises all incidents of students being added to the enrollment roster.

### Legislative Citation—

(b) The report card shall include the following descriptions for the school, district, and state: average class size, amount of time per day devoted to mathematics, science, English and social science at primary, middle and junior high school grade levels; number of students taking the Prairie State Achievement Examination under subsection (c) of Section 2-3.64 [105-5/2-3.64], the number of those students who received a score of excellent, and the average score by school of students taking the examination; pupil-teacher ratio; pupil-administrator ratio; operating expenditure per pupil; district expenditure by fund; average administrator salary; and average teacher salary. The report card shall also specify the amount of money that the district receives from all sources, including without limitation subcategories specifying the amount from local property taxes, the amount from general state aid, the amount from other state funding, and the amount from other income.

### Definitions—

Average class size is the sum of specified class enrollments from kindergarten through grade 8 for schools having grades below grade 9 and in all subject areas in high school, divided by the number of classes. For high schools, and optionally for grades 6 and 8, an average for the 2nd and 5th class periods is used.

Amount of time per day devoted to mathematics, science, English, and social science at primary, middle, and junior high levels is the average number of minutes of instruction per 5-day school week reported as allocated for instruction in each of the specified subject areas at grades 3, 6, and 8, divided by 5.

Number of students taking the Prairie State Achievement Examination (PSAE) includes all students in the school who participated in the PSAE.

Number of those students who received a score of excellent may be derived by multiplying the number of students taking the PSAE by the percentage in Level 4 (Exceeds Standards) for each subject at the school.

Average score by school, for each subject, is the sum of the individual student scores divided by the total number of students tested in that subject. Average scores range from a low of 120 to a high of 200.

## 2009 REPORT CARD DEFINITIONS AND SOURCES OF DATA

Pupil-teacher ratio is the fall enrollment for the school year divided by the number of full-time equivalent classroom teachers in the district. Teachers classified as special education teachers are excluded.

Pupil-administrator ratio is the fall enrollment for the school year divided by the number of full-time equivalent administrative staff.

Operating expenditure per pupil is the gross operating cost of a school district (except summer school, adult education, bond principal retired, and capital expenditures) divided by the nine-month average daily attendance for the regular school term.

District expenditure by fund is the total expenditure from each of the eight funds: educational, operations and maintenance, transportation, bond and interest, rent, municipal retirement/social security, fire prevention and safety, and site and construction/capital improvement.

Average administrator salary is the sum of the salaries for all administrative staff divided by the number of full-time equivalent administrative staff.

Average teacher salary is the sum of the salaries for all classroom teachers divided by the number of full-time equivalent classroom teachers.

Local property taxes means the receipt of taxes that apply to the prior year's levies, as well as those available from the current levy. Also included are payments in lieu of taxes as monies from the Corporate Personal Property Replacement Tax.

General state aid means the amounts received from the State for the general apportionment (flat grants) and the equalization portions of the State Aid Formula, as authorized in Section 18-8.05 of the School Code.

Other state funding means State funds apportioned for various programs, such as Transportation Aid, Bilingual Education, Early Childhood, etc., excluding General State Aid.

Other income means revenue from sources that include federal funding (federal programs, grants, and contracts) and other local funding (such as interest on investments, tuition, and sale of property).

**Legislative Citation**—(c) The report card shall include applicable indicators of parental involvement in each attendance center. The parental involvement component of the report card shall include the percentage of students whose parents or guardians have had one or more personal contacts with the students' teachers during the school year concerning the students' education, and such other information, commentary, and suggestions as the school district desires. For the purposes of this paragraph, "personal contact" includes, but is not limited to, parent-teacher conferences, parental visits to school, school visits to home, telephone conversations, and written correspondence. The parental involvement component shall not single out or identify individual students, parents, or guardians by name.

### **Definitions**—

Percentage of students is the number of students whose parents or guardians had one or more personal contacts with the students' teachers during the school year concerning the students' education, divided by the average daily enrollment, multiplied by 100. There are no multiple counts; each student is counted only once even if his or her parents made more than one contact with the teachers during the school year.

## 2009 REPORT CARD DEFINITIONS AND SOURCES OF DATA

As referred to in this section of the legislation, teachers include all certified staff.

Such other information may include matters related to students' behavior and social and physical well-being that a district chooses to report.

Parental contact includes in-person visits and individualized communication, but excludes the following: form letters or notices; parental letters relating to student absences; regular notification of grades; student progress report cards; school report cards; attendance at school athletic, music, or drama events; and other co-curricular activities.

**Legislative Citation**—(d) The report card form shall be prepared by the State Board of Education and provided to school districts by the most efficient, economic and appropriate means.

### **Definitions**—

The report card form is a document designed by the Illinois State Board of Education to reflect the minimum required content to be reported by school districts and provide districts with the necessary statewide data.

Most efficient, economic and appropriate means refers to electronic dissemination.

**Supplemental Information**—Report cards also contain information not specifically required in state legislation, such as data elements required by the federal No Child Left Behind (NCLB) Act of 2001. Following are definitions of the supplemental information.

### **Definitions**—

Enrollment total is the total student enrollment in the school and district in the fall of the school year.

The percentage of students for each racial-ethnic group (White, Black, Hispanic, Asian-Pacific Islander, American Indian-Alaskan Native, and Multiracial/Ethnic) is the count of students belonging to a particular racial/ethnic group, divided by the total fall enrollment, multiplied by 100.

Low-income students are pupils age 3 to 17, inclusive, from families receiving public aid, living in institutions for neglected or delinquent children, being supported in foster homes with public funds, or eligible to receive free or reduced-price lunches. The percentage of low-income students is the count of low-income students, divided by the total fall enrollment, multiplied by 100.

Limited-English-proficient students are students who have been found to be eligible for bilingual education. The percentage of limited-English-proficient students is the count of limited-English-proficient students, divided by the total fall enrollment, multiplied by 100.

The percentage of teachers by race/ethnicity is the number of full-time equivalent classroom teachers belonging to that particular racial-ethnic group as reported for the district, divided by the total number of full-time equivalent classroom teachers, multiplied by 100.

The percentage of teachers by gender is the number of full-time equivalent classroom teachers for a particular gender, divided by the total number of full-time equivalent classroom teachers, multiplied by 100.

## 2009 REPORT CARD DEFINITIONS AND SOURCES OF DATA

Pupil-certified staff ratio is the fall enrollment total, divided by the number of full-time equivalent certified staff (excluding adult education personnel).

Average teaching experience is the sum of the years of teaching experience for all full-time equivalent classroom teachers in the district, divided by the total number of full-time equivalent classroom teachers.

Percentage of teachers with a bachelor's degree is the sum of all full-time equivalent classroom teachers with bachelor's degrees as reported in the district divided by the total number of full-time equivalent classroom teachers, multiplied by 100.

Percentage of teachers with a master's degree and above is the sum of all full-time equivalent classroom teachers with master's degrees and above in the district, divided by the total number of full-time equivalent classroom teachers, multiplied by 100.

Percentage of teachers with emergency or provisional credentials is the number of full-time equivalent teachers teaching with emergency or provisional credentials, divided by the total number full-time equivalent teachers, multiplied by 100.

Percentage of classes not taught by highly qualified teachers is the number of classes not taught by highly qualified teachers, divided by the total number of classes, multiplied by 100.

Equalized assessed valuation per pupil, an indication of district wealth, is the district's equalized assessed valuation divided by the nine-month average daily attendance.

Total school tax rate per \$100, an indication of district effort, is the district's total tax rate for education (per \$100) as shown on local property tax bills.

Instructional expenditure per pupil is instructional expenditures divided by the nine-month average daily attendance. "Instruction" includes activities dealing with the teaching of pupils or the interaction between teachers and pupils. Teaching may be provided for pupils in a school classroom or in another location, such as a home or hospital and may include other learning activities. It may also be provided through some other approved form of communication, such as television, radio, telephone, or correspondence. Included here are the activities of aides or assistants of any type (clerks, graders, teaching machines, etc.), who assist in the instruction process. (Capital Outlay expenditures, which are reported separately, are excluded.)

Expenditure by function consists of expenditures for instruction, general administration, support services, and other expenditures.

Overall student performance, presented graphically, shows the percentage of student scores meeting or exceeding *Illinois Learning Standards* in all state assessments for the most recent two years, in compliance with NCLB legislation.

Percentage of students not tested in state testing programs is the number of students not tested for each state assessment, divided by the enrollment as reported during the testing windows, multiplied by 100. This is another NCLB requirement.

## 2009 REPORT CARD DEFINITIONS AND SOURCES OF DATA

Illinois Alternate Assessment (IAA) is administered to students with significant cognitive disabilities whose individualized education programs (IEP) indicate that participation in the ISAT or PSAE, even with accommodations, is not appropriate.

Adequate Yearly Progress (AYP) is an NCLB indicator of progress. To make AYP, a school must meet certain levels established for: the percentage of students tested, the academic performance of students, and either the attendance rate for non-high schools or the graduation rate for high schools. Also, for schools not making AYP solely because of the IEP subgroup, 14 percent is added to the percentage meeting and exceeding standards for this subgroup to calculate AYP, as allowed by the federal 2 percent flexibility provision. For schools with grade 2 as the highest grade, the AYP decision will be based on the grade 3 assessment results of the receiving school in which the students eventually enroll. (See individual school report cards for AYP details).

School improvement status is an NCLB requirement that Title I schools and districts that are identified as being in need of improvement be listed in all district and state report cards.

National Assessment of Educational Progress (NAEP) is sponsored by the U.S. Department of Education and administered to students in grade 4, 8, and 12. Only grade 4 and 8 results are required to be reported.

Achievement levels reflect what students should know and be able to do. Based on recommendations from policymakers, educators, and members of the general public, the Governing Board for NAEP sets specific achievement levels for each subject area and grade. To provide a context for interpreting student performance, NAEP results are reported as percentages of students performing below the Basic level, at or above the Basic and Proficient levels, and at the Advanced level.

### Differentiated Accountability Classification

In 2008, the Illinois State Board of Education (ISBE) was one of 6 states to be chosen by the US Department of Education to participate on the Differentiated Accountability Pilot Program. The Differentiated Accountability classification applies only to schools/districts in federal improvement status and do not make AYP.

## 2009 REPORT CARD DEFINITIONS AND SOURCES OF DATA

### Report Card Data Sources

1. School Report Card Data Form (ISBE 86-43), 2008-09
2. Teacher Service Record (ISBE 87-05), 2008-09
3. Student Information System from IWAS, 2008-09
4. Annual Financial Report (ISBE 50-35)/General State Aid Claim for 2007-08 payable in 2008-09 (ISBE 54-33)
5. Special file from ACT for class of 2009
6. State Assessment Files, 2008-09
7. Special File from Data Systems Division, 2008-09
8. National Assessment of Educational Progress, 2007

<i>Report Card Elements</i>	<i>Source(s)</i>
Parental Involvement .....	1
Dropout Rate .....	1, 3
Student Attendance Rate .....	1
Student Mobility .....	1
Chronic Truancy Rate .....	1
Average Class Size .....	1
Amount of Time Devoted to Math, Science, English and Social Science at the Primary, Middle, and Junior High School Levels .....	1
Pupil-Teacher Ratio .....	2, 3
Pupil-Administrator Ratio .....	2, 3
Average Teacher Salary .....	2
Average Administrator Salary .....	2
Operating Expenditure Per Pupil .....	4
District Expenditure by Fund .....	4
ACT Scores .....	5
Graduation Rate .....	1
Overall Student Performance .....	6
ISAT .....	6
PSAE .....	6
IAA .....	6

### *Supplemental Information*

Grades in the School .....	3
Enrollment by Race/Ethnicity .....	3
Low-Income Enrollment .....	3
Limited-English-Proficient Enrollment .....	3
Teacher Distribution by Race/Ethnicity and Gender .....	2
Pupil-Certified Staff Ratio .....	2, 3
Average Teaching Experience .....	2
Teachers with a Bachelor's Degree or a Master's Degree and Above .....	2
Teachers with Emergency or Provisional Credentials .....	7
Classes Not Taught by Highly Qualified Teachers .....	1
Other School Finance Indicators .....	4
Adequate Yearly Progress (AYP) .....	6
School Improvement Status .....	6
National Assessment of Educational Progress (NAEP) .....	8

**2009 REPORT CARD DEFINITIONS AND SOURCES OF DATA**

Differentiated Accountability Classification ..... 6