



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Dr. Gina Finaldi
CC: Dr. Katie Reynolds
Date: August 18, 2026
Re: Student Services Executive Summary

➤ **Special Education Associates Update -**

The District had the opportunity to hire two instructional associates currently employed through a staffing agency as direct District employees. Both individuals declined the District's employment offers, citing the need for a higher hourly wage, despite the District's comprehensive benefits package, which includes health insurance and paid time off, which are benefits not provided through their agency employment.

Recruitment efforts have continued throughout the summer; however, the District has not received a sufficient number of applicants to fill all open instructional associate positions. In addition, several unexpected resignations occurred immediately prior to the start of the school year, requiring the District to utilize agency personnel to ensure adequate staffing for students.

At this time, the District has one remaining instructional associate vacancy in the Guided Program at Daniel Wright Junior High School. Candidates have been interviewed through a staffing agency, and we anticipate filling this position as soon as possible to ensure continuity of services for students.

➤ **ISBE Special Education Forms Updates -**

In July 2026, the Illinois State Board of Education (ISBE) released updated versions of the 34-54 IEP Forms, 34-57 Required Notice and Consent Forms, and the Notice of Procedural Safeguards. While the revisions do not introduce significant new legal requirements under the Individuals with Disabilities Education Act (IDEA), they provide greater clarity, consistency, and user-friendly language across special education documentation. The updates emphasize the use of revised forms, clarify procedures related to initial consent for special education services, and promote greater consistency in evaluations, eligibility documentation, notices, and IEPs. District

103 Student Services staff will receive training on the updated forms and procedures during the department's Opening Day professional development on August 18, 2026, to ensure consistent implementation across the District.

➤ **Guided Program Kickoff**

On August 13, Guided Program staff participated in a full-day professional development workshop to launch the 2026–2027 school year. The inservice was highly successful and provided an opportunity for staff to reconnect, strengthen program-wide alignment, and establish a shared vision for the year ahead. As part of the day, the team collaboratively developed a set of Guiding Principles (Shared Commitments) that articulate the instructional practices, student supports, and professional behaviors we expect to see consistently across all Guided classrooms throughout the District. Staff also reviewed inclusive practices, quality indicators, and student-specific supports and strategies, ensuring both new and returning team members began the school year with a common understanding of the program's philosophy, expectations, and commitment to providing high-quality services for students.

➤ **Student Services Articulation -**

On August 18, Student Services staff will participate in the District's annual Opening Day articulation, centered around the theme "Better Together." The meeting will focus on welcoming new staff, strengthening collaboration across buildings, and preparing teams for the 2026–2027 school year. Professional learning includes a review of the July 2026 ISBE updates to special education forms and procedural safeguards, additional training requirements related to RTO and CPI, Medicaid consent procedures for School-Based Medicaid reimbursement, and upcoming professional development opportunities. Staff will also receive updates on the District's upcoming ISBE Cyclical Monitoring process, Student Services resources, and collaborative initiatives designed to support consistent, high-quality services for students across the District.

➤ **Fund B and Fund S Special Education Reimbursements -**

Fund S is an Illinois State Board of Education (ISBE) reimbursement program for eligible students with disabilities who receive services in an approved separate public special education program. The reimbursement helps offset eligible costs incurred by the District for providing these specialized educational placements and services.

For the applicable reporting period, the District submitted a Fund S reimbursement claim totaling \$154,371.10 to ISBE. This reimbursement supports the District in recovering a portion of the costs associated with providing appropriate special education programming to eligible students in approved separate public school settings.

Fund B is an Illinois State Board of Education (ISBE) reimbursement program that provides financial support to school districts for eligible students with disabilities who require placement in approved private special education facilities. The reimbursement helps offset a portion of the costs associated with these specialized placements when a student's educational needs cannot be appropriately met within the district's available programs.

For the applicable reporting period, the District submitted a Fund B reimbursement claim totaling \$235,441.10 to ISBE. This reimbursement assists the District in recovering eligible costs associated with providing appropriate specialized educational placements and services for qualifying students.

➤ **Early Childhood Registration Update -**

Please see the most recent [Early Childhood Enrollment/Projections Chart](#)

Highlights:

- One new student registered for half-day
- One student unenrolled on 8/12
- We received a transfer student who went through an ECAT evaluation in District 34, parents paid the deposit for EC extended day (pending IEP)
- We have 2 families that have completed the intake form for extended day and paid the deposit, but have not registered yet.