



## **ILLINOIS SPECIAL EDUCATION LEADERSHIP ACADEMY**

FROM: Barb Eichhorn eichhornba@gmail.com

RE: Request for Proposed Administrator Academy Courses

DATE: February 2, 2022

The Illinois Special Education Leadership Academy is accepting proposals for the development of Administrator Academies. Proposals must be submitted by March 25, 2022. They will be reviewed and decisions made by April 15, 2022 by the Special Education Leadership Academy Board. Academies must be submitted to ISBE for approval by June 17, 2022. We are especially interested in the following topics:

- Training for special education and general education administrators on responses to various aspects of the emotional and behavioral difficulties students are facing, such as goal setting, trauma informed practices, ways to be impactful in positive ways.
- Designing Functional Behavior Assessments and creating effective Behavior Intervention Plans.
- Training for administrators on supporting and coaching staff to increase recruitment and retention of special education personnel
- Training for new special education administrators on effective techniques and strategies related to prioritization, flexibility, self-care, etc.
- Training for special education administrators on identifying and serving students who are English Language Learners.
- Training for administrators on preparing students and families for the post-secondary experience. Topics include timelines, avenues for developing and maintaining community supports and services for all aspects of the students' lives, legal and practical decisions that need to be made, and strategies for preparing families for the differences in life outside of public education.

Please submit a proposal that contains:

1. Contact information for one person who will lead the development of the academy.
2. Contact information for others who will be participating in the development and implementation of the academy
3. The course title.

4. The purpose/rationale of the academy, including how this academy will assist special education and general education administrators with addressing targeted need(s) outline above.
5. A description of the course that identifies at least three outcomes.

The proposals will then be reviewed by the Illinois Special Education Leadership Academy committee and all applicants will be notified of the outcome by April 15, 2022. Successful applicants will be paid \$5000 per proposal for completion, submission, and required revisions, if any, as well as conducting one presentation. There will be a \$4500 stipend paid upon approval and the remaining \$500 will be paid after the SELA presentation. Expenses for development must be approved prior to submission to guarantee reimbursement. Proposal guidelines and review will be based on the following:

1. Must contain evidence of focused, quality instruction that will improve the knowledge and skills of school administrators.
2. No academies that endorse a particular product, workshop, or presenter will be approved.
3. Must not duplicate an academy that is already approved. A list of approved academies is available at <https://www.isbe.net/Documents/Current-Approved-Courses-by-State.pdf>
4. Must be “transportable”—deliverable and relevant anywhere in the state.
5. Must be a minimum of 6 hours, which may include indirect contact activities. It should be developed with virtual presentation in mind.
6. Must be relevant to Illinois Professional School Leader Standards.  
<https://ilprincipals.org/wp-content/uploads/2017/02/ILLINOIS-PERFORMANCE-STANDARDS-FOR-SCHOOL-LEADERS.pdf>
7. Must reflect a variety of perspectives or opinions reflected in the materials required of participants or referenced by the presenter.
8. Must include an application/dissemination component.
9. Approval is for three years, after which it needs to be renewed or it will become obsolete.

Please send questions and submit proposals to [eichhornba@gmail.com](mailto:eichhornba@gmail.com).