



ILLINOIS SPECIAL EDUCATION LEADERSHIP ACADEMY

FROM: Barb Eichhorn eichhornba@gmail.com

RE: Request for Proposed Administrator Academy Courses

DATE: January 22, 2019

The Illinois Special Education Leadership Academy is accepting proposals for the development of Administrator Academies on topics relevant to special education. Proposals must be submitted by February 15, 2019. Please submit a brief summary of your 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.
3. The course title.
4. The purpose of the academy.
5. A description of the course that identifies 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 February 28, 2019. Successful applicants will be paid \$5000 per proposal for completion, submission, required revisions, if any, and one presentation. Expenses for development must be approved prior to submission to guarantee reimbursement.

Guidelines for proposals are available upon request, but a few highlights are:

1. Must contain evidence of focused, quality instruction that will improve the knowledge and skills of school administrators who supervise or manage special education programs and services.
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. Must be a minimum of 6 hours, which may include indirect contact activities.
5. Must be relevant to Illinois Professional School Leader Standards.
<https://ilprincipals.org/wp-content/uploads/2017/02/ILLINOIS-PERFORMANCE-STANDARDS-FOR-SCHOOL-LEADERS.pdf>
6. Must reflect a variety of perspectives or opinions reflected in the materials required of participants or referenced by the presenter.
7. Must include an application/dissemination component.
8. 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 by February 15, 2019.