

Subject: IKA Updates for September  
To: All Private School Administrators  
CC: All Scholarship-Granting Organizations

Dear School Administrator,

Here are some updates and reminders of actions that must be completed in the next couple of weeks.

## **TIME SENSITIVE**

### **College Board SAT w/Essay Establishment Form DUE BY Sept. 20**

The College Board SAT w/ Essay Establishment Form has been sent to all schools. If you have not received an email from College Board, please [CLICK HERE](#) for a copy of the email that was sent out. All schools with Illinois Invest in Kids Act IKA scholarship recipients in Grade 11 must give the SAT w/ Essay to their students. If you would like to test all of your Grade 11 students, please put the total number in your count. This form needs to be completed by **Sept. 20**. Please contact [rpotempa@isbe.net](mailto:rpotempa@isbe.net) if you have not received any information regarding the SAT w/ Essay Establishment Survey and you have IKA scholarship students.


[SAT w/ Essay Timeline](#)

## **ALL SCHOOLS**

### **Updating School Contact Information in the Entity Profile System**

If you have not updated your school's information in the Entity Profile System within the past school year, please take a moment to log into your IWAS account to make sure it is current. It is important for this information to be updated regularly as this is where ISBE gets all the data to send out updates, messages, etc. Please make sure to identify the principal or principals (if you have multiple grade levels). If you have not designated someone on your staff to be the Illinois Assessment of Readiness (IAR) coordinator, the Illinois Science Assessment coordinator, or the PSAT/SAT coordinator, please take some time to choose a contact person for each and complete this information.

<https://www.isbe.net/Pages/Entity-Profile-System.aspx>

 <p><b>Illinois State Board of Education</b></p>		<p><a href="#"><u>Entity Profile System</u></a></p> <p>The Entity Profile System (EPS) serves as the directory for Illinois schools and districts. All other IWAS systems are populated with information entered in EPS.</p> <p><a href="http://www.isbe.net"><u>www.isbe.net</u></a></p>
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If there are any questions about adding this information or you cannot access EPS, please click on the "Help" link on the IWAS login page.

Here's information on how to create new contacts:

<https://www.isbe.net/Documents/EPS-Add-Test-Coordinator-Contacts.pdf>

### **IKA Establishment Survey - Ongoing**

All private schools with IKA students in Grades 3-11 must fill out the Establishment Survey for the 2022-23 school year. This survey allows each school to update its contact information with the Illinois State Board of Education, so we have the most current information going into the new school year. If you find an error in the diocese in which your school is included or your school is not listed in the survey, please contact [assessment@isbe.net](mailto:assessment@isbe.net).

***Schools incur all testing costs for all students IKA and otherwise.***

### **Take Survey**

## **ELEMENTARY SCHOOLS**

### **Reporting of Non-Tested IAR Students**

During the summer, schools were sent an Excel document that included names of students who did not take the IAR in the spring. It was requested that a reason be given as to why those students did not take the IAR. Since then, the secure passwords have expired. Those links will be re-sent to school principals so they can complete the document. As stated in the original email, there is no penalty for not testing students during school year 2021-22. A reason must be given so that an audit can be completed. Thank you to those schools that have already completed this document.

## **HIGH SCHOOLS**

### **Establishment Survey for PSAT 8/9 and PSAT 10**

There is a separate Establishment Survey to fill out if you have IKA scholarship recipients in Grades 9 and 10. Please [CLICK HERE](#) to fill out this survey as soon as possible. You can include all students at each

grade level should you want to test all your students. Just include that number in the count when you put in the number of students in each grade level.

**Schools incur all testing costs for all students, IKA and otherwise.**

### **Reporting of SY 2021-22 SAT Scores to ISBE is Requested**

There are a few schools that have not reported last year's SAT w/ Essay scores to ISBE. If you are not sure if your school has uploaded its scores, please contact [rpotempa@isbe.net](mailto:rpotempa@isbe.net) to confirm. Notices were sent over the summer to schools that have not reported.

### **Instructions on How to Report IAR, PSAT, and SAT Scores from 2021-22**

- Once your school has received its SAT with Essay scores, please make sure to submit a PDF of your IKA student scores. Please DO NOT send them via email. You must use the ISBE Attachment Manager for a secure transfer of scores. Directions on how to submit scores are below. We need these scores sent to us so that an independent auditor can review the scores of all of the students in the program.
- Click on the **Send ISBE a file** link. Once there, complete the fields, and select **Invest in Kids** from the ISBE email Name dropdown menu. In the **Subject field**, please type in your School Name and RCDTS Code and then press the **Submit** button. If you do not know your RCDTS Code, please [click HERE to go to the ISBE RCDTS Code search engine.](#)
  - [Attachment Manager - Illinois State Board of Education](#)

**For technical assistance, please contact our Call Center at 217-558-3600.**

### **COMING SOON! SAVE THE DATE – OCT. 20!**

Assessment Literacy is proud to kick off its first offering of the 2022-23 school year! Please join us as we present two live online session opportunities on the following topic:

#### **Math and Reading Readiness for College and Career**

*This presentation includes a quick overview of both the Lexile Framework for Reading and the Quantile Framework for Mathematics, the research behind a student finding a pathway to becoming college and career ready, and an introduction to MetaMetrics newest utilities — the Lexile and Quantile Growth Planners — to help all stakeholders visualize both a student's past growth and his or her estimated future growth towards goals beyond school.*

**Audience:** Administrators, counselors, educators

**[This is an interactive training course so please be prepared to participate.](#)**

**Oct. 20**

**10-11:30 a.m. (live online session) / 4-5:30 p.m. (live online session)**

**Registration information and link will be forthcoming.**

**WE HOPE TO SEE YOU THERE!**

Please visit the [Illinois Invest in Kids](#) webpage for more information. It is updated regularly.