THE RUNDOWN

Welcome to the Report Card Rundown -- A monthly data newsletter that outlines all of the Report Card information schools and districts need to know, including data system openings and closings, deadline reminders, and key information regarding changes and updates to the 2019 Report Card.

Need to Know

- The 2019 Illinois Report Card will include a variety of process improvements, such as the new Data Review and Verification Tool, the Year End Collection (replacing two former data collections; see details below), and Site-Based Expenditure Reporting. We will be providing additional information on all of these improved features in the coming weeks.

- We ask that all district and school administrators ensure their contact information in ISBE's Entity Profile System (EPS) is accurate and current, in light of any staff or administration changes occurring in the upcoming months. This will help to ensure all administrators are receiving any direct communications sent by ISBE. Any updates to contact information in EPS can be made via IWAS. For more details on how to update your school/district contact information in EPS, register for the webinar on May 7.

- **High-level Report Card Timeline**
  o May: Data submissions and data quality checks begin.
  o July: Data verification begins via new Data Review and Verification Tool.
  o September: District superintendents sign off on their submitted data.
  o October: Superintendents and principals preview 2019 Report Card.

- It is **imperative** that data verifications be completed in a timely manner to ensure the accuracy and timely completion and distribution of the 2019 Report Card.

- This year the Report Card Team is holding monthly Report Card Open Forums in a webinar format to allow for administrators and staff to ask any questions they may have about data systems, data collections, new features, timelines, etc. related to the 2019 Report Card. The Report Card Team will be on hand to answer any questions and will also provide an FAQ after each Report Card Open Forum webinar session. The Open Forum schedule will be available soon on ISBE's Report Card webpage.

Openings & Closings

- **Student Information System (SIS)**

  o **School Year 2019 Spring Enrollment Counts Deadline – April 16**
    Districts need to verify their spring enrollment data by Tuesday, April 16, to ensure their spring enrollment student count data is accurate for Evidence-Based Funding (EBF) calculations.

  o **ACCESS Correction Window Now Open**
    The ACCESS correction process in SIS is open and districts can begin to enter Reasons for Not Testing. Please add any **Reasons for Not Testing** for students who did not test.

- o **ACCESS Preliminary Scores Posted in SIS – May 7**
  ACCESS Preliminary Scores will be available in SIS on May 7. Please review the scores and match any unassigned test results.

- o **SAT/PSAT Correction Window Now Open**
  The SAT initial test date was April 10. The SAT/PSAT correction window is open and districts can begin to enter Reason for No Valid Test Attempts (RNVTA). Please add any RNVTA for students who did not test.

- o **Illinois Assessment of Readiness Testing Window Closing April 26/Correction Window**
  April 26 marks the last day to complete 2019 Illinois Assessment of Readiness (IAR) testing in districts. If your district completed testing prior to April 26, the IAR correction window opened the day after the last day of testing. At this time, please provide any RNVTA.

- o **DLM-AA Correction Window Opens May 9**
  The DLM-AA correction window in SIS will open on May 9 and districts can begin to enter RNVTA. Scores for DLM-AA will be posted in SIS at a later date. Please add any RNVTA for students that did not test.

- • **Employment Information System (EIS)**

  - o **2019 Positions and Employment Data Updates Due April 16**
    Updates to EIS Employments, Positions, Percent Full Time, Contracted Days, Missing Positions, Workloads, and Noncertified Staff FTE are due by Tuesday, April 16.

- • **Year End Collection (YEC)**

  - o **2019 Year End Collection Opens May 15**
    The Year End Collection (YEC) opens for data submissions on May 15 and will close July 31. For more information on YEC, register for the below webinar.

Reminders

- • **SIS**
  - o **504 Plan Submissions Deadline – 4 p.m. April 16** (A student must have a valid district enrollment record in SIS in order for their 504 Plan to be updated.)

Dive Deeper

Upcoming Webinar: SIS End of School Year 2019 and Planning for School Year 2020 – April 25

Join us for a webinar from 1:30 - 3 p.m. on April 25 to learn more about the End of School Year 2019 SIS tasks and planning for School Year 2020 changes. Register now!

Upcoming Webinar: Updating District Contact Information – May 7

Join us for a webinar from 10 – 11:30 a.m. on May 7 to learn more about the process to ensure district and school contact information remain current in our Entity Profile System. Current information in EPS is vital, as this is the contact information used by ISBE to share important information and updates with all schools and districts. Register now!

Upcoming Webinar: Year End Collection – May 14

Join us for a webinar from 10 – 11:30 a.m. on May 14 to learn more about the required data submissions to the Year End Collection. Register now!

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Illinois State Board of Education

Visit the Illinois Report Card webpage for additional details and updates.