

Attachment 1: ISBE Race to the Top LEA Review Process – No-cost Extension Year

Appendix 1: Process the State will use to review local educational agency (LEA) subgrant requests to obligate and liquidate funds after the current project period, as described by the Illinois State Board of Education (ISBE).

ISBE will review LEA requests for a no cost extension on a case by case basis, any districts interested in getting a no cost extension will go through a three-step process. Those districts not seeking an extension will have until November 15th to expend funds from the grant. Any unexpended funds from those districts will then revert back to the initial LEA formula for allocation funds and be redistributed to the districts getting a no cost extension by December 31st, 2015.

Each LEA seeking a no cost extension will submit a letter of intent (signed by the LEA superintendent and the teachers' union president) no later than October 31st (See Appendix 1A for a detailed explanation of LEA timeline). After a letter of intent has been submitted, ISBE staff will work with the districts to gather the remaining documentation for the final step in the application for a no cost extension.

Final determination on extending the grant will be based on a review of the following criteria;

1. Submit a narrative detailing how being granted an extension will allow them the additional time to progress and accomplish the goals of Race to the Top. Describe how the work to be done will align to their original scope of work and the goals of Race to the Top (See Appendix A for Race to the Top expectations). Express how the extension will impact student growth and achievement.
2. The district submits an amended Scope of Work (SOW) detailing out the progress made to date, and the projects and timeline for completion on the initiatives they want to get a no cost extension on.
3. Submit an amended budget to address possible carry over funds for the extended period. All final budget amendments for the no cost extension will go through the same LEA process currently in place through the eGrant Management System and Illinois Web Application Security (IWAS). Budget amendments will be submitted and go through three levels of review; two at the program level and the third at the fiscal level. This process is in place to ensure all applications adhere to the goals and objectives of the funding source.
4. Commit to developing a sustainability plan for the initiatives, the Center for Performance partnered with the Building State Capacity and Productivity Center at Edvance Research, Inc. to train staff and district staff on sustainability. Each district will commit to developing a sustainability plan, and agree to submit the plan to ISBE on or before December 22, 2015.
5. Other factors that will be used to determine an extension; responsiveness to Race to the Top request, participation in Race to the Top district conferences/networking events, submission of required reports and metrics and overall alignment to the State's no cost extension.

The factors that will be taken in to consideration when not approving an LEA for a no cost extension include, but are not limited, to the following;

1. LEA has had multiple findings from Federal and State Monitoring Division.
2. No clear direction and/or explanation of the benefit of a no cost extension.
3. The plan for extension does not align with Race to the Top goals and initiatives.
4. Application for extension includes goals and objectives that conflict with LEA assurances of the Race to the Top grant.
5. Lack of participation in the district networking groups and meetings.
6. LEA has low draw down of funds to date and has no clear outline for utilizing funds by the end of the grant.
7. Timeliness of submitting reports and surveys.

All LEA extension requests that are approved will be for a time period starting December 22, 2015 to December 31st, 2016.

Once granted an extension the LEA will commit to the extension, via the eGrants system, by the district administrator signing off on the assurances. Furthermore, by being granted an extension the LEA agrees to have their application for extension and amended scope of work posted to the ISBE Race to the Top website for transparency and accountability purposes.

RttT Timeline for LEA No Cost Extension

Illinois State Board of Education

Step 1:

- Webinar concerning LEA no cost extension (Goal date for Webinar July 20th)
- Letter of Intent to apply for extension to ISBE by noon on July 31st, 2015

Step 2:

- LEA district applications for no cost extension due to ISBE by October 31st, 2015

Step 3:

- ISBE will review and respond to LEA's applications no later than November 20th, 2015
- If an extension is granted LEA's will have until November 25th, 2015 to go online and submit an amended and signed budget for the extension period.
 - o The online budget application process has legally binding assurances that only the districts administrator/superintendent can sign off on. Making their budget a legal agreement with ISBE.

RttT Expectations¹

- 1 CII1: The district implements the State-adopted survey of learning conditions or approved equivalent, subject to availability of RttT or State funding
- 2 CII2 & CII3: The district implements a comprehensive school continuous improvement process (either Rising Star or an approved equivalent)
- 3 IA01, IA02, & IA03: The district uses school and district performance information from resources such as the Illinois Shared Learning Environment (ISLE) and the redesigned State Report Card to support and build partnerships with municipal and civic leaders (IA02: community organizations; IA03: parental engagement)
- 4 IB01: The district establishes professional learning communities to support all aspects of the instructional improvement process
- 5 IA14: The district establishes systems to recruit and support strong instructional leadership at the school-level, and partners with teacher preparation programs to plan and implement pipeline strategies for High Poverty High Minority Schools

¹ *The Race to the Top Expectations are aligned to the indicators for the state's chosen continuous improvement model – Rising Star. The letters and numbers (e.g., IB01) preceding each Expectation are codes for the corresponding Rising Star indicators.

- 6 LA06: The district (a) performs requirements gathering, analysis, and systems enhancements needed for integrating local student and educator data with ISLE; and (b) implements a strategy to link student data across local systems to support the creation of integrated learner profiles
- 7 IA10: The district provides sufficient flexibility in the use of time and re-allocates professional development resources necessary for RtT plan implementation
- 8 IC05: The district establishes a cohesive curriculum, aligned to State standards, that addresses and incorporates the following: (a) critical student transition points as applicable (PreK to elementary, middle to high school, and high school to postsecondary), including the use of alignment teams across these transition points; (b) writing throughout the curriculum; (c) CCSS in Math and ELA across the curriculum, including the concept of text complexity for ELA and application for Math; and (d) the CCSS Science framework (when adopted)
- 9 D7: The district establishes (a) a local assessment system that includes through-course, formative, and summative assessments in a coherent framework that supports standards-aligned instruction and, where appropriate, the measurement of student growth, and (b) a standards-based reporting system in Math, ELA, and Science
- 10 D9: For districts serving grades 9-12, the district establishes two or more Programs of Study promoting critical STEM application areas; for other districts, as applicable, the district establishes an individual learning plan program, commencing in 7th grade, that aligns to a Programs of Study model in the predominant feeder schools for high schools implementing STEM Programs of Study
- 11 D11: The district embeds learning maps as a central part of instructional practices at all grade levels (when learning maps are available through ISLE)
- 12 D13: The district's RtI implementation plan ensures targeted interventions and differentiated supports aligned to the new State Standards (CCSS)
- 13 RT3-1: The school district implements PERA's teacher evaluation requirements on a timeline that is at least as aggressive as the following: (1) for Chicago Public Schools, when required by PERA; (2) by September 1, 2014 for Participating LEAs within the lowest performing 20% of districts, as defined by ISBE; or (3) by September 1, 2015 for all other school districts. Participating LEAs must implement PERA with a "no stakes" student growth component by September 1, 2013. The district must also establish a formal peer evaluation system that is used for a significant portion of summative evaluations and can be used as part of evaluations during teacher remediation. The district must use positive performance evaluations as one of the criteria for selecting peer evaluators.
- 14 RT3-2: The district establishes a one-year induction and mentoring program for beginning principals and a two-year induction and mentoring program for beginning teachers, subject to the availability of RtT or State funding. In addition, the district uses positive performance evaluations as one of the criteria for selecting mentors.

Participating LEA Assurances

Race to the Top – Grant Assurances

1. The signing individual has all requisite power and authority to execute the assurances and submit the Participating LEA Scope of Work.
2. The signing individual is familiar with, supportive of, and committed to working on and implementing the Participating LEA Expectations as set forth on the Race to the Top 3, Participating LEA Expectations and State Supports Chart in accordance with the district ISBE-approved Scope of Work.
3. The LEA will comply with all of the terms of the Race to the Top 3 program and the SEA subgrant to the LEA.
4. The baseline information provided as part of the Participating LEA Data Request is accurate and complete.
5. The LEA will participate in all State-led efforts to undertake district networking activities, disseminate implementation models, and evaluate program results relating to implementation of the Participating LEA Expectations, as referenced above, and the State Race to the Top Phase 3 Plan.
6. The LEA will be responsive to State or U.S. Department of Education requests for information including on the status of the Participating LEA Scope of Work, its implementation, outcomes and any problems anticipated or encountered.
7. The LEA will participate in meetings, webinars and telephone conferences with the State to discuss (a) progress of the Participating LEA in implementation of its Scope of Work; (b) potential dissemination of resulting non-proprietary products and lessons learned; (c) plans for the subsequent year of the Race to the Top 3 grant period; and (d) other matters related to the Race to the Top Phase 3 grant and associated plans.
8. The LEA will work with State Race to the Top 3 personnel to determine appropriate timelines for project updates and status reports throughout the grant period.
9. If the Participating LEA has any Tier I or Tier II schools, it will seek to leverage School Improvement Grant funds to support implementation of the Participating LEA Expectations, as referenced above.
10. The LEA will only allocate its Participating LEA RTT3 allocation for expenditures relating to implementation of the Participating LEA Expectations as set forth in its ISBE-approved Scope of Work.
11. The LEA will participate in district network activity across all of the RttT3 Participating LEAs to develop Type II and Type III assessment frameworks (as described in the State RttT3 Application) and items which can be used on a district-wide basis by all teachers in a given grade or non-tested subject area.

12. The LEA will allocate ten percent (10%) of its Participating LEA allocation for developing and implementing Type II or Type III assessment frameworks and items (as described in the State RttT3 Application).
13. The LEA will post to any website specified by the State or the U.S. Department of Education, in a timely manner, all non-proprietary products and lessons learned developed using funds associated with the Race to the Top Program grant.
14. The LEA agrees to serve as a pilot district for PARCC consortium and KIDS assessment.
15. The LEA will fully cooperate in the PERA Research-based Study.
16. The LEA will establish an induction and mentoring program of two years in duration for new teachers and one year for new principals by no later than the 2013-14 school year. The LEA will use positive performance evaluations as part of the basis for selecting mentors. The LEA will participate in State technical assistance and accountability infrastructure for induction and mentoring programs.²
17. The LEA acknowledges and accepts its responsibility to comply with these assurances and carry out the activities in its approved Scope of Work. If ISBE determines that the LEA is not meeting its goals, timelines, budget, or annual targets or is not fulfilling other applicable requirements, ISBE will take appropriate enforcement action, which could include a collaborative process between ISBE and the LEA, or any of the enforcement measures that are detailed in 34 CFR section 80.43, including temporarily withholding funds, disallowing costs, or terminating the LEA status as a Participating LEA.

² Assurance 16 was amended. The original text was, "The LEA will participate in State technical assistance and accountability infrastructure for induction and mentoring programs."