Hello,

As you know, the 2019 Report Card data collection and verification process is in full swing. ISBE launched a new tool on July 1, aimed at improving every district’s data quality for the 2019 Report Card. The Data Review and Verification Tool (DRVT) displays Report Card data, as currently calculated based on the data submitted up to the point when you access the tool. The DRVT allows superintendents to review the data months in advance of the Report Card release and see any anomalies or missing data instantly.

This tool can provide invaluable feedback to help ease the data submission and error correction process. Delaying review and verification will in turn delay ISBE’s ability to process and calculate the data metrics. So we’re offering an incentive – superintendents who sign off on the accuracy of their data in the DRVT on or before Sept. 9 get early access to their summative designations and the Report Card educator preview on Oct. 1. That’s two weeks before districts that don’t sign off by Sept. 9. I highly encourage you to access the DRVT via the MyIRC portal (https://myircapi.niu.edu/Account/Login?ReturnUrl=/OAuth/Authorize?client_id%3DMyIRC.App%26redirect_uri%3Dhttp%253A%252F%252Fiirc.niu.edu%252Fmyirc.app%252F%252Fstate%253DLRFd8nZznIrXx1Yo8vmqyQ%26response_type%253Dcode) now to begin review of your data, and check back frequently to ensure you’re prepared to meet the Sept. 9 deadline for final verification. Additionally, we posted the Public Business Rules for 2019 Report Card Metrics (/Documents/2019-Illinois-Report-Card-Metrics.pdf) last week to assist in your data review.

Congratulations to Meridian Community Unit School District Superintendent Dr. PJ Caposey! He recently received the Making it Happen — Outstanding Leader award at Midwest Education Technology Community’s annual conference. METC assists education communities in the effective use of educational technology. Under Superintendent Caposey’s leadership, the district has undertaken rewiring projects to improve connectivity and security, purchased more than 2,000 new devices for students to use, and made Chromebooks and Wi-Fi available in every single classroom in the district. Great work!

Sincerely,

Carmen

UPCOMING ISBE DATES AND DEADLINES

Please note this is not a complete list of events, meetings, and deadlines. For more events and details, visit the ISBE Meetings page (https://www.isbe.net/Pages/ISBE-Meetings.aspx) or call the Illinois State Board of Education at (866) 262-6663.

Suspension and Expulsion Training of Trainers

A “Suspension & Expulsion in Early Childhood” workshop has been developed as part of the state’s efforts to coordinate training regarding Public Act 100 – 0105 (http://www.ilga.gov/legislation/publicacts/fulltext.asp?Name=100-0105). The purpose of the training is to increase public awareness of the act and to provide access to resources and best practices to effectively address suspensions and expulsions.

One or two professionals/trainers from PD programs are needed per region to attend a Training of Trainers (TOT) in preparation for the rollout of this birth-5 early childhood workshop. Do not send the whole staff, just the staff members who will be responsible for presenting the workshop. The goal of the TOT is to build a pool of trainers across Illinois’ birth-5 early childhood professional development providers who will provide local training to staff and providers.
Below are the dates, times, locations, and registration links for the four regional TOTs:

- **July 24 from 10 a.m.-4 p.m. at Carole Robertson Center** (https://www.surveymonkey.com/r/WVFY5TY) - 2020 W. Roosevelt Road, Chicago 60608
- **Aug. 6 from 10 a.m.-4 p.m. at Mount Vernon DCFS office** (https://www.surveymonkey.com/r/WYK3JVL) - 321 Withers Drive, Mount Vernon 62864
- **Aug. 15 from 10 a.m.-4 p.m. at INCCRRRA** (https://www.surveymonkey.com/r/Q8L7PJ3) - 1226 Towanda Ave., Bloomington 61701
- **Aug. 19 from 10 a.m. – 4 p.m. at Gail Borden Public Library** (https://www.surveymonkey.com/r/6PPQMFM) – 270 N. Grove Ave., Elgin 60120

The "Suspension & Expulsion in Early Childhood" workshop is 2.5 hours long. The identified staff member(s) who complete the TOT can then begin local training. Each TOT participant will receive an electronic copy of the Participant Manual to use during the workshops. Each participant in the workshop is required to use the Participant Manual as well.

**FUNDING & DISBURSEMENTS**

**New Law May Require Additional Expenditure Report for FY 2020 Grants**

Public Act 100-0997 (http://www.ilga.gov/legislation/publicacts/100/PDF/100-0997.pdf), which was enacted on August 20, 2018, made significant changes to the Grant Accountability and Transparency Act (GATA), including the addition of a section that details new expenditure reporting requirements. Section 125 (http://ilga.gov/legislation/ilcs/documents/003007080K125.htm) of GATA requires grantees to submit a new expenditure report in the event that a state or federal grant is executed more than 30 days after the effective date of the grant. **Beginning with the fiscal year 2020 grant cycle, any state or federal grant that is executed (i.e., approved by ISBE) more than 30 days after the effective date (i.e., start date) of the grant will require the grantee to submit to ISBE an expenditure report that reflects eligible expenditures made from the grant start date up to and including the date of grant execution.**

Federal grants administered by ISBE are processed on a reimbursement basis and will require an expenditure report to be submitted through the approval date if the grant is approved more than 30 days after the effective date. State grants administered by ISBE allow grantees to submit monthly payment schedules with their grant application. Previously, ISBE would voucher all scheduled monthly payments through the month the initial application was approved. Under the new law, if a grant is approved more than 30 days after the start date, ISBE will only voucher an amount equal to the initial expenditure report submitted by the grantee. After the initial expenditure report is processed and paid, ISBE will resume normal vouchering of scheduled payments to the grantee.

Grantees are encouraged to submit their initial FY 2020 grant applications to ISBE in timely fashion so that ISBE program staff can review and approve the grants within the 30-day timeframe. That would allow grantees to avoid having to submit the new expenditure report. In summary, all FY 2020 grants that are approved by ISBE 30 days after the effective date will be subject to the new expenditure report requirement.

Below is a summary of the steps that are necessary to fully execute FY 2020 grants:

1. Complete Registration/Prequalification process at https://grants.illinois.gov/portal/ (https://grants.illinois.gov/portal/) and complete the Internal Controls Questionnaire.
2. Complete and submit the new FY 2020 Organizational Risk Assessment via IWAS.
3. **School Districts Only:** Complete and submit the Consolidated District Plan.
4. Submit FY 2020 grant application(s) to ISBE.
5. The respective ISBE program area will review grant application and consider it for approval.

Questions regarding this information can be directed to Kim Lewis at klewis@isbe.net (mailto:klewis@isbe.net) or (217) 782-5256.
ESSA SITE-BASED EXPENDITURE REPORTING

Reminder: IWAS Open for Site-Based Expenditure Reporting

IWAS is now open for FY 2019 site-based expenditure reporting, which is required by the Every Student Succeeds Act. All Local Education Agencies (LEAs) must report their expenditures by school, disaggregated by state/local vs. federal source of funds. Report submissions are due by August 15, 2019, with the opportunity to edit submissions until August 30, 2019.

LEAs have access to a number of resources to support them in site-based expenditure reporting:

- The newly updated [www.isbe.net/site-based](http://www.isbe.net/site-based) organizes all available guidance and webinars into three categories for easy reference:
  - What is site-based expenditure reporting? How do I prepare for it?
  - How do I collect and submit site-based expenditure data?
  - How might I communicate and use site-based expenditure reporting?
- The ISBE team is available for office hours on this topic every Thursday from 9 a.m. to noon from now through August. Sign up for a 15-minute slot at calendly.com/site-based.
- Any questions not addressed by website materials or through office hours can be directed to site-based@isbe.net.

2019 REPORT CARD

Upcoming Report Card Open Forum Webinar – July 16

Join the Report Card Team from 10-11:30 a.m. on July 16 for the next Report Card Open Forum. 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 document after each Report Card Open Forum webinar session. Registration is now available (https://register.gotowebinar.com/register/5897879726935268354).

ANNUAL FINANCIAL REPORT


The FY 2019 School District/Joint Agreement Annual Financial Report (ISBE Form 50-35/50-60) is available, along with related additional information and instructions.

The Annual Financial Report must be signed by the district superintendent or joint agreement administrator and the township treasurer where applicable in Cook County, then submitted to the Regional Office of Education (ROE) or the Intermediate Service Center (ISC), as applicable, no later than Oct. 15. The ROE/ISC must sign the Annual Financial Report and remit to ISBE no later than Nov. 15. The school district or joint agreement’s auditor must also submit an electronic copy to ISBE no later than Nov. 15 through the Attachment Manager (https://sec1.isbe.net/attachmgr/default.aspx), choosing “Annual Financial Report” as the receiver. The ROE/ISC may grant an extension to these deadlines, not to extend past Dec. 15.

As a reminder, the FY 2020 School District/Joint Agreement Budget Forms (ISBE Form 50-36/50-39) are also available. A public hearing must be held prior to the adoption of the budget. A tentative budget must be displayed at least 30 days prior to the hearing and notification must be published at least 30 days prior to the hearing. An electronic copy
of the budget must be submitted to ISBE within 30 days of the adoption of the budget or Oct. 31, whichever is sooner. Budgets should be submitted to ISBE through the Attachment Manager (https://sec1.isbe.net/attachmgr/default.aspx), choosing “School Financial Reports” as the receiver.

Joint agreements must adopt their annual budget no later than Sept. 1, and school districts must adopt their annual budget no later than Sept. 30.

If you have questions about the Annual Financial Report or the Budget Form, please contact School Business Services at (217) 785-8779 or finance1@isbe.net (mailto:finance1@isbe.net).

**GRANT ACCOUNTABILITY AND TRANSPARENCY ACT**

**Reminder: New GATA Audit Requirements**

ISBE's Grant Accountability and Transparency Division has released new information regarding FY 2019 audit requirements at www.isbe.net/gata (http://www.isbe.net/gata). Links to a pre-recorded webinar (https://register.gotowebinar.com/recording/11845240607532851201) and an associated PowerPoint presentation (https://www.isbe.net/Documents/FY19-GATA-Audit-Requirement-Training.pdf) are under the "What's new?" banner at the top of the page. Please review this information and share it with audit firms.

Please direct any questions related to the new FY 2019 audit requirements to our GATA Division at (217) 782-5630 or gata@isbe.net (mailto:gata@isbe.net). Please have your GATA grantee ID or audit ID number available when contacting us.

**U.S. CENSUS BUREAU**

**Reminder: Invitation for Educators to Become a Census Statistics School Ambassador**

Educators are invited to become ambassadors with the U.S. Census Bureau’s Statistics in Schools program, which uses Census Bureau statistics to educate pre-K through 12th-grade students about the importance of a complete and accurate census count.

The Statistics in Schools program equips teachers with free and engaging activities to use in classrooms.

Ideal candidates are active pre-K through 12th-grade teachers who are interested in spearheading a national initiative at their schools while shaping the future of their communities through social media, collaboration, and leadership.

The 2020 Census counts will impact Illinois’ funding for the next 10 years. Each person’s participation truly counts. Email CLMSO.SISambassador@census.gov (mailto:CLMSO.SISambassador@census.gov) to apply by July 31. Visit https://www.census.gov/schools/ (https://www.census.gov/schools/) to learn more.

**IN BRIEF**

**Educator Recognition**

The **Illinois Education and Technology Conference (IETC)** opened early-bird registration for its three-day professional development conference to be held in Springfield on November 13-15. IETC workshops and sessions explore technology integration strategies; engaging instructional practices; digital tools and resources; and emerging trends for teachers, administrators, and technology staff. Find more information and register (http://www.il-edtech.org/).

The University of Missouri Thompson Center for Autism and Neurodevelopmental Disorders is holding its **14th annual Thompson Center Autism Conference**. This conference aims to educate and provide support for professionals who work with individuals with autism spectrum disorders, including educators, psychologists, speech/language pathologists, medical professionals, applied behavior analysts, employment specialists, vocational rehabilitation counselors, service coordinators, and advocates. Learn more and register (https://one.bidpal.net/tcautismconf/welcome).

**Professional Development Opportunities**

- Lewis University is offering a **Workshop for RNs Working in Schools** on July 30-31. Please note the workshop is limited to the first 35 registrants. Find more information and register (https://www.lewisu.edu/rn-working-in-schools/index.htm).

- Ed Leaders Network is offering a four-credit hour, on-demand professional development course (https://eln.bridgeapp.com/learner/courses/805/slide/9760) – **The Art and Science of Communication for School Leaders**. This course, which is being presented by Meridian Community Unit School District Superintendent Dr. PJ Caposey, is designed to build knowledge and skills in effective communication. Participants will assess present skills and develop a plan for improvement. Processes, structures, and mechanisms to engage all stakeholders will be reviewed. Finally, participants will examine current organizational behaviors and communication standards for effectiveness.

**Funding Opportunities**

- The **Project Prevent** (http://links.govdelivery.com/track?type=click&enid=ZWFzPTEmbWFpbGluZ2lkPTIwMTkwNjE4LjcxMTA1NzEmWVzc2FmZWIkPU1EQi1QUkQ6QlVMLTIwMTkwNjE4LjcxMTA1NzEmZGF0YWJhc2VpZD0xMDAxJnNlcmlihbD0xODA5OTMxNiZibWFpbGlkPXNqb25lc0Bpc2JLm5ldCZ1c2VyaWQ9c2pvbmVzQGlzYmUubmV0JmZsPSZleHRyYT1NdWx0aXZhcmlihdGVJZD0mJiY=) grant program provides grants to LEAs to increase their capacity to help schools in communities with pervasive violence to better address the needs of affected students and to break the cycle of violence in those communities. The application deadline is **July 15**. If you have questions about the grant program, please contact Project.Prevent@ed.gov (mailto:Project.Prevent@ed.gov).

- The **School Climate Transformation Grant Program--Local Educational Agency Grants (SCTG-LEA)** (http://links.govdelivery.com/track?type=click&enid=ZWFzPTEmbWFpbGluZ2lkPTIwMTkwNjE4LjcxMTA1NzEmWVzc2FmZWIkPU1EQi1QUkQ6QlVMLTIwMTkwNjE4LjcxMTA1NzEmZGF0YWJhc2VpZD0xMDAxJnNlcmlihbD0xODA5OTMxNiZibWFpbGlkPXNqb25lc0Bpc2JLm5ldCZ1c2VyaWQ9c2pvbmVzQGlzYmUubmV0JmZsPSZleHRyYT1NdWx0aXZhcmlihdGVJZD0mJiY=) provides competitive grants to LEAs to develop, enhance, or expand systems of support for, and technical assistance to, schools implementing a multi-tiered system of support for improving school climate. The SCTG-LEA deadline is **July 22**. If you have questions about the grant program please contact LEA.SCTG19@ed.gov (mailto:LEA.SCTG19@ed.gov).

**ISBE Featured Career Opportunities**

- Learn more and apply for the below career opportunities at ISBE!
  - **Funding & Disbursements Supervisor** (/Lists/ISBECareers/CareerDisplayForm.aspx?ID=306)
- Director of Fiscal Support Services (/Lists/ISBECareers/CareerDisplayForm.aspx?ID=257)
- School Finance and Business Services Consultant (/Lists/ISBECareers/CareerDisplayForm.aspx?ID=335)
- Grant Reviewer (/Lists/ISBECareers/CareerDisplayForm.aspx?ID=322)
- View all open positions at ISBE (/Pages/Careers-at-ISBE.aspx).