



# Weekly Message

**May 31, 2016**

## Upcoming ISBE Dates and Deadlines

Please note this is not a complete list of events, meetings, and deadlines. For questions, call the Illinois State Board of Education at (866) 262-6663 or (217) 782-4321 or visit the agency’s official website at <http://www.isbe.net>.

- **Deadline for Grant Amendments or End Date Extensions for Projects Ending June 30** – May 31
- **Deadline to submit nomination forms for the 2016-17 Those Who Excel/Illinois Teacher of the Year program** – June 6 ([www.isbe.net/those-who-excel/2017/03-10-twe-application16-17.pdf](http://www.isbe.net/those-who-excel/2017/03-10-twe-application16-17.pdf))
- **Part 30 (Programs for the Preparation of Principals in Illinois), Part 33 (Programs for the Preparation of Superintendents in Illinois) and Part 235 (Early Childhood Block Grant)** – Public comment ends June 13
- **Deadline to apply for Fuel Up to Play 60 grants** – June 15 ([www.fueluptoplay60.com/funding/general-information](http://www.fueluptoplay60.com/funding/general-information))
- **Procurement in the 21st Century workshop** - June 15-16 (<http://webprod1.isbe.net/cnscaendar/asp/eventlist.asp>)
- **Deadline to apply for the 2016 Illinois Transportation Enhancement Program Cycle** - June 17 ([www.idot.illinois.gov/transportation-system/local-transportation-partners/county-engineers-and-local-public-agencies/funding-opportunities/ITEP](http://www.idot.illinois.gov/transportation-system/local-transportation-partners/county-engineers-and-local-public-agencies/funding-opportunities/ITEP))
- **“Lead, Focus, Connect: Classrooms in Action Summer Expedition” conference** – June 21-22 ([www.isbe.net/common\\_core/htmls/workshops.htm#new](http://www.isbe.net/common_core/htmls/workshops.htm#new))
- **Deadline to apply for initial registration as a nonpublic school** – June 25 ([www.isbe.net/nonpublic/pdf/87-01\\_np\\_entity.pdf](http://www.isbe.net/nonpublic/pdf/87-01_np_entity.pdf))
- **Deadline to submit data in the Student Health - Vision system** – June 30
- **Deadline to submit all student dental data to ISBE** – June 30
- **Deadline for Focus or Priority schools to update or develop and submit an Intervention or Transformation plan to ISBE** – June 30
- **Deadline to submit the FY17 Continuation Applications for the Alternative Learning Opportunities Programs (ALOPs)** – June 30 ([www.isbe.net/spec-ed/html/alop.htm](http://www.isbe.net/spec-ed/html/alop.htm))
- **Deadline to submit the Prevention Initiative 0-3 eGrant** – June 30
- **Deadline to submit the Preschool for All 3-5 eGrant** – June 30
- **Deadline to submit 2016-17 Migrant Education Program applications** – July 1 ([www.isbe.net/bilingual/htmls/migrant.htm](http://www.isbe.net/bilingual/htmls/migrant.htm))
- **ISBE offices closed for Independence Day** – July 4
- **Deadline to submit responses to the electronic Charter Schools Program – QSO –Request for Proposals** – July 5 ([www.isbe.net/charter/default.htm](http://www.isbe.net/charter/default.htm))

*Editor’s note: State Superintendent Smith’s column will return in next week’s issue. Have a great week!*

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- **ISBE’s Professional Development Re-Ignite event – July 27**  
(<http://webapps.isbe.net/ISBEConference/>)
- **Postmark deadline for waiver applications to be considered by the General Assembly in fall 2016 –**  
Aug. 12, 2016 (See [www.isbe.net/isbewaivers/default.htm](http://www.isbe.net/isbewaivers/default.htm) for public notice requirements for all waiver requests.)
- **ISBE offices closed for Labor Day – Sept. 5**
- **ISBE offices closed for Columbus Day – Oct. 10**
- **Deadline to submit FY 2017 School District Budget/Joint Agreement Forms to ISBE – Oct. 31**  
([www.isbe.net/sfms/budget/default.htm](http://www.isbe.net/sfms/budget/default.htm))

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## **Grant Accountability & Transparency Act**

### **Corrected Notice About New Grant Application and Award Requirements**

The Grant Accountability and Transparency Act (GATA) includes development of a new grants management system that will be implemented in all state agencies beginning in fiscal year 2017. This new system will require significant changes to the grant-making process at ISBE and across state government, including the application process for school districts and other grantees.

GATA adopts the federal uniform guidance ([2 CFR 200](#) “super circular”) for all grants and develops supplemental rules for areas not addressed by the federal regulations. The goal is to improve outcomes by becoming more performance-focused while increasing accountability, transparency, and efficiency across state government and the grantee community through the application of standardized processes.

GATA will primarily apply to “traditional” grants (e.g., Early Childhood, Truant Alternative and Optional Education Program, Title I, and Individuals with Disabilities Act) and Requests for Proposals. It will NOT apply to General State Aid or Mandated Categoricals (e.g., Transportation, Special Education).

One of the new regulations requires grantees to be prequalified prior to receiving an award for fiscal year 2017. Information about the process to follow for prequalification will be available soon on a new grant portal website at [www.grants.illinois.gov](http://www.grants.illinois.gov). Please watch the ISBE site and the GATA site for further instructions as they become available.

The requirements for prequalification include the possession of a Commercial and Government Entity (CAGE) Code, a System for Award Management

(SAM) user account, and a Dun & Bradstreet data universal number system (DUNS) number in order to receive federal funding. If you are uncertain if your district has active numbers, please contact your business office to ensure compliance. You may also register for these numbers at the following websites:

- [www.sam.gov/portal/SAM/#1](http://www.sam.gov/portal/SAM/#1)
- <http://fedgov.dnb.com/webform>

Please note that there is no fee to register for a CAGE Code.

A new ISBE webpage with further information about GATA, training opportunities, and links to resources is available at <http://isbe.net/gata/>.

Implementation of GATA across state government will be an evolving process with additional instructions and technological improvements anticipated over the coming months, so your patience is appreciated.

If you have specific questions or need guidance, please contact your program area within the Illinois State Board of Education or contact [GATA@isbe.net](mailto:GATA@isbe.net).

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## **Professional Development**

### **ISBE to Host Professional Development Re-Ignite Event July 27 in Springfield**

ISBE invites professional development providers to attend its Professional Development Re-Ignite event on July 27 at the Wyndham Springfield City Center.

This free event will focus on the Learning Forward Standards and supports the increasing need for quality professional learning tailored at the state and local level.

The event aims to help participants:

- Develop a deeper understanding of the Learning Forward Standards and their impact on each person’s professional role.
- Discuss application strategies and how to apply the standards.
- Identify connections between Learning Forward Standards and state and local efforts.
- Engage in a professional learning network.

Registration is limited and available at <http://webapps.isbe.net/ISBEConference/>.

For more information, contact Marci Johnson at (217) 524-4832 or [marjohns@isbe.net](mailto:marjohns@isbe.net).

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### **Center for Educator Effectiveness**

#### **New Partnership for Educator Preparation Group to Guide Data Collection, Reporting**

ISBE is beginning a significant effort to strengthen data collection, sharing, and reporting in order to advance the work of educator preparation programs statewide.

To drive this work, the agency is launching a steering committee called the Partnership for Educator Preparation (PEP). PEP is made up of preparation program faculty and school district teachers and administrators with experience and interest in educator preparation. These individuals are providing input and guidance in the design and content of ISBE’s revised data collection and reporting system as well as sound improvement and intervention policies and systems.

Interested parties can stay up-to-date with the steering committee’s work via the Educator Licensure monthly newsletters (available at [www.isbe.net/licensure/html/higher-education.htm?col10=open#CollapsiblePanel10](http://www.isbe.net/licensure/html/higher-education.htm?col10=open#CollapsiblePanel10)).

The steering committee will meet on the following dates:

- June 29, 9 a.m. to noon
- Aug. 31, 9 a.m. to noon

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### **Quality School Options**

#### **Charter Schools Program – QSO – Request for Proposals Now Available**

The electronic Charter Schools Program - QSO - Request for Proposals is now available through IWAS. All responses must be submitted electronically to ISBE by 4 p.m. on July 5.

For more information, please visit [www.isbe.net/charter/default.htm](http://www.isbe.net/charter/default.htm).

If you have questions, please send an email to [charter@isbe.net](mailto:charter@isbe.net) or call Charter Schools at (217) 524-4832.

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### **Nutrition and Wellness Programs**

#### **Fuel Up to Play 60 Grants Available to Help Schools Make Healthy Changes**

Competitive grants of up to \$4,000 are available to K-12 schools enrolled in the Fuel Up to Play 60 program. The grant opportunity is designed to fund activities that lead to lasting change within the school environment to help students get active and fuel their bodies with right foods. To get started, schools will choose one Healthy Eating Play and one Physical Activity Play from the 2016-17 Fuel Up to Play 60 Playbook. Visit [www.fueluptoplay60.com/funding/general-information](http://www.fueluptoplay60.com/funding/general-information) to learn more and to view helpful application tools. The deadline to apply is June 15.

Fuel Up to Play 60 is the in-school nutrition and physical activity program from the National Dairy Council, Midwest Dairy Council, and the National Football League, in collaboration with the U.S. Department of Agriculture. The program has helped make wellness a part of the game plan in nearly 73,000 schools across the country.

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### **Data Analysis**

#### **Reminder: 2015-16 Dental Data Collection Due June 30**

As mandated by Section 5/27-8.1 of the School Code, student dental data must be submitted on or before **June 30**.

Please submit this data through IWAS. For assistance with your submission, please refer to the IWAS Dental User Guide at

[www.isbe.net/research/pdfs/dental\\_user\\_guide.pdf](http://www.isbe.net/research/pdfs/dental_user_guide.pdf).

The following resources can be found on the Dental Health Webpage:

[www.isbe.net/research/htmls/immunization.htm#d](http://www.isbe.net/research/htmls/immunization.htm#d).

Learn more about student dental data collection by checking the **School Dental Examinations Information Sheet** at

[www.isbe.net/research/pdfs/dental\\_information.pdf](http://www.isbe.net/research/pdfs/dental_information.pdf).

Forms acceptable for the 2015-16 school year include the **Illinois Department of Public Health (IDPH) Proof of School Dental Examination Form**, a tool for dentists to record student dental information:

[www.idph.state.il.us/HealthWellness/oralhlth/DentalExamProof10.pdf](http://www.idph.state.il.us/HealthWellness/oralhlth/DentalExamProof10.pdf).

The **IDPH Dental Examination Waiver Form** is for students who are unable to obtain the required dental examination:

[www.idph.state.il.us/forms/ohpm/Dental%20Exam%20Waiver.pdf](http://www.idph.state.il.us/forms/ohpm/Dental%20Exam%20Waiver.pdf).

The **Dental Information-Data Entry Worksheet** is a worksheet to enter your data and double-check your aggregate numbers:

[www.isbe.net/research/xls/dental\\_worksheet.xls](http://www.isbe.net/research/xls/dental_worksheet.xls).

Public school districts may enter the data for each of their schools or approve school IWAS users to enter the data. Regardless of who enters data, it is the responsibility of the nonpublic school administrator/public school district administrator to review the accuracy of entered data and submit the finished data to ISBE by the deadline.

Again, note that **all dental data** must be submitted for all schools serving any combination of kindergarten, grade 2, and/or grade 6 students (enrolled as of May 15) by **June 30**.

If you have any questions on this collection, call (312) 814-7239 or email [mribeiro@isbe.net](mailto:mribeiro@isbe.net).

For technical assistance with IWAS, please contact the Help Desk at (217) 558-3600.

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## School Health Issues

### Online Mental Health and Suicide Prevention Training Ends June 30

All Illinois schools are pre-enrolled at no cost in online mental health and suicide prevention training available from the Illinois Department of Public Health (IDPH). IDPH received federal funding to support a statewide program to train ALL school personnel (middle school through higher education) on how to identify, approach, and refer students showing signs of psychological distress using an innovative online training simulation.

#### Courses for K-12 faculty/staff

1. At-Risk for High School Educators
2. At-Risk for Middle Schools (elementary staff may also find this training useful)
3. Step In, Speak Up! – Supporting LGBTQ Students

#### To take any of the available courses:

1. Go to <http://illinois.kognito.com/>.
2. Click on “Train Now” under Trainings Available.
3. Create a New Account if you are a new user or sign in if you have an account established. (Users can go back to take the trainings at any point to revisit the materials.)
  - You will be asked to identify the school you represent. Choose “Other” if you work with multiple schools or are a partner agency.
4. Take the brief pre-training survey, followed by the training, which is about 50 minutes and may be completed in multiple sittings.
5. Please also take the post training survey to assist in the program evaluation.
6. Print your certificate of completion.

The training availability ends June 30. If you experience technical difficulties, please email [support@kognito.com](mailto:support@kognito.com).

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## Funding and Disbursements

### Employer’s TRS Contribution on Federally Funded Salary for Summer Activities

The Teachers’ Retirement System (TRS) requires earnings for summer work to be reported on an accrual

basis. Earnings for work performed in June 2016 must be reported on the 2015-16 TRS Annual Report, even if the member is not paid for the June work until July or August. The 2015-16 TRS and THIS contribution rates apply to accrued earnings for work performed in June, regardless of when the June earnings are paid to the teacher.

Earnings for work performed in July and August 2016 must be reported on the 2016-17 TRS Annual Report. The 2016-17 TRS and THIS contribution rates apply to accrued earnings for work performed in July and August, regardless of when the July and August earnings are paid to the teacher.

Based on several questions from the field regarding what federal TRS rate to use for SUMMER salaries, the Teachers' Retirement System ([trs.illinois.gov/](http://trs.illinois.gov/)) has instructed local educational agencies to use the new employer TRS contribution on federally funded salaries that are providing services AFTER the start of the new fiscal year (July 1, 2016). Below are three scenarios and what federal TRS rate to use in each scenario:

1. FY 2016: federally funded staff/teachers that have completed their assignments by June 30, 2016, but being paid after July 1: The CURRENT RATE (FY 2016) applies (36.06 percent).
2. FY 2016: federally funded staff/teachers providing services and being paid after July 1: The NEW RATE (FY 2017) applies (38.54 percent). (Please note that an FY 2016 amendment may be needed in this scenario.)
3. FY 2017: federally funded grant staff: The NEW RATE applies (38.54 percent).

More information is available on the TRS website at <http://trs.illinois.gov/employers/payments/contributions.htm>.

Further questions can be directed to the TRS Employer Services Division at [employers@trs.illinois.gov](mailto:employers@trs.illinois.gov) or (888) 877-0890.

### **Deadline for Final FY 2016 State & Federal Grant Amendments & End Date Extensions**

Many state and federal grant projects are approaching a June 30 end date for obligating fiscal year 2016 grant

funds. All state and federal project end date extension requests and final budget amendments must be received at ISBE no later than 30 calendar days prior to the end date of the project.

As a reminder, please be advised of the following regarding the need for a project end date extension:

- An end date extension past June 30 is NOT needed for regular term staff salaries paid on a 12-month salary schedule.
- An end date extension past June 30 is NOT needed to pay obligations (e.g., purchase order for supplies) incurred June 30 or prior.
- An end date extension past June 30 IS NEEDED for new activities and obligations incurred July 1 or later (e.g., Summer School, Professional Development).

Final amendments for state and federal grants with a project end date of June 30, 2016, must be received by ISBE no later than May 31, 2016. For those grants with a project end date of Aug. 31, 2016, the last day amendments will be accepted is Aug. 1, 2016. However, budget increases for state-funded grant projects must be received by June 30, even if the project end date has been extended. For grant applications in the electronic Grants Management System (eGMS), the deadline is also referenced on the Program Overview page under "Amendment Due Date."

**Note to Special Education and Education for Employment Cooperative Administrators:** Member district amendments need to be submitted to the Cooperative/EFE Administrator timely to accommodate a final review for accuracy and approvability before acceptance and approval to ISBE on or before the May 31/Aug. 1 deadline.

Questions regarding this information can be directed to Funding and Disbursements at (217) 782-5256.

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### **Update on Criminal Background Checks**

#### **Districts Urged to Register for CHIRP Web Portal for Criminal History Records**

In an effort to reduce costs and improve efficiency, the Illinois State Police (ISP) Bureau of Identification

will soon be unable to print and mail criminal history responses to districts and other users.

The ISP currently offers the Criminal History Information Response Process (CHIRP) web portal to registered users, which provides electronic responses. The website gives customers unlimited access to electronic criminal history record responses during the life span of the response. Please register and begin utilizing CHIRP as soon as possible in order to avoid any future disruption in the delivery of responses.

CHIRP is available at <https://chirp.isp.state.il.us/CHIRP/login.action>. The troubleshooting guide may be requested from the Bureau of Identification Customer Support Unit. All IT-related support questions should be directed to your agency’s help desk prior to contacting the ISP Customer Support.

If you have questions about the CHIRP website, contact the Customer Support unit at [BOI\\_Customer\\_Support@isp.state.il.us](mailto:BOI_Customer_Support@isp.state.il.us).

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### ***In Brief***

#### **District Recognition**

- Eight Illinois school districts have been named among the Best Communities for Music Education (BCME) by the National Association of Music Merchants (NAMM) Foundation. The BCME program recognizes and celebrates districts for their support and commitment to music education. Illinois’ BCME honorees are: Indian Prairie School District 204 (Aurora), Northbrook School District 28, Prospect Heights School District 23, Batavia Public School District 101, Plano Community Unit School District 88, Aptakisic-Tripp School District 102 (Buffalo Grove), Community Consolidated School District 46 (Grayslake), and Hawthorn CCSD 73 (Vernon Hills).

#### **School Recognition**

- Eleven individual Illinois schools are among the 118 schools that received the NAMM Foundation’s SupportMusic Merit Award, which honors schools that show strong support for music education. These schools are: Heyworth

Elementary School, LeRoy Elementary School, Morton High School, Loyola Academy (Wilmette), Richland County Middle School (Olney), Charles R. Darwin Elementary (Chicago), Mary Lyon Elementary School (Chicago), Henry Marlowe Middle School (Lake in the Hills), Traugher Junior High School (Oswego), Zion-Benton Township High School (Zion), and Bloom Trail High School (Chicago Heights).

#### **Upcoming Events**

- May is **Better Hearing and Speech Month** and the theme for 2016 is “Communication Takes Care.” The U.S. Department of Education’s Office of Special Education Programs would like to help raise awareness about the importance of face-to-face communication and encourage the public to make time for device-free interaction when possible. For more information and resources, visit [www.asha.org/bhsm/](http://www.asha.org/bhsm/).

#### **Professional Development**

- Educators and administrators are invited to attend the **Underserved Gifted Populations Summit** on Oct. 15 in Evanston. The summit aims to help participants understand and identify gifted students and to create appropriate programs to achieve equity in education. For more details, go to [www.iagcgifted.org/images/stories/pdf/2016-Oct-15-Underserved-Summit.pdf](http://www.iagcgifted.org/images/stories/pdf/2016-Oct-15-Underserved-Summit.pdf). Attendees will receive six professional development hours. Early bird registration ends June 1. To register, visit <https://ctdnorthwestern.wufoo.com/forms/underserved-populations-summit/>.
- Join **Constitutional Rights Foundation Chicago** (CRFC) and **Mikva Challenge** on July 26-27 in Chicago for Empowered Civics, a two-day professional development institute designed to support Illinois high school teachers, schools, districts, and regions in fulfilling the new civics course requirement. The event includes two days of professional development; classroom materials for use in civics, government, law, and current event classes; and free local follow-up professional development and multi-school student programs during 2016-17. Registration is \$100, and discounts and scholarships are available.

More details and registration are available at [www.crfc.org/Empowered%20Civics](http://www.crfc.org/Empowered%20Civics).

- Registration is open for the **2016 Summer School Nurse Emergency Care (SNEC) courses**. SNEC will take place in the following cities: Elgin, Joliet, Marion, Oak Brook (NOTE: registration has filled for this class and a waiting list is in place), Peoria, Rockford, Skokie (NOTE: registration has filled for this class and a waiting list is in place), and Springfield. The three-day course is open to all registered nurses in Illinois and is designed to enhance the assessment, triaging, and treatment skills of the school nurse when confronted with the acutely ill or injured student or staff member. The course registration fee is \$130. Register online at [www.luc.edu/sneccourses](http://www.luc.edu/sneccourses). Contact Ramona Rendon at [rendon@luc.edu](mailto:rendon@luc.edu) or Evelyn Lyons at [evelyn.lyons@illinois.gov](mailto:evelyn.lyons@illinois.gov) with questions.
- Lewis University, in partnership with the Illinois Association of School Nurses, is offering a two-day **workshop for registered nurses working in schools**. It will present an overview of the legalities of working in schools, nursing responsibilities, overview of special education processes, preparation for emergencies and disaster, application of the nursing process in a school setting, state and national standards of school nursing, guidelines for running a school health offices, and a month-by-month overview of school health services. It is designed for nurses who do not hold a Professional Educator License endorsed in school nursing. The workshop will be held in Springfield on June 15-16 ([www.lewisu.edu/rn-working-in-schools-springfield/index.htm](http://www.lewisu.edu/rn-working-in-schools-springfield/index.htm)). The Aug. 1-2 workshop in Oak Brook is now closed but the same workshop will take place at the same time and place on Aug. 3-4 ([www.lewisu.edu/rn-working-in-schools](http://www.lewisu.edu/rn-working-in-schools)).

### Employment Opportunities

- Watch for vacancy lists and find instructions for applying on ISBE's Human Resources webpage at <http://www.isbe.net/hr/Default.htm>.