



Weekly Message

July 11, 2017

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 www.isbe.net.

- **Deadline to submit student approvals and regular term claims in I-Star for the special education orphanage program** – July 17
- **Deadline to submit regular term claims for the regular orphanage program** – July 17
- **2017 Special Education Directors Conference** – July 19-21 (www.isbe.net/Pages/Annual-Special-Education-Directors-Conference.aspx)
- **Deadline to submit FY 2018 Educational Surrogate Parent Training Program RFP** – July 25
- **Public comment period ends for proposed amendments to Part 228** – July 24 (www.isbe.net/rules)
- **Employee evaluations due in EIS** – Aug. 1
- **Deadline to submit comments on ED Regulations** – Aug. 1
- **School Nutrition Programs Back to School Conference** – Aug. 2-3 (www.isbe.net/Pages/SNPB2S.aspx)
- **Postmark deadline for waiver applications to be considered by the General Assembly in fall 2017** – Aug. 11 (See www.isbe.net/Pages/Waivers.aspx for public notice requirements for all waiver requests.)
- **Public comment period ends for proposed amendments to Parts 23 and 75** – Aug. 14 (www.isbe.net/rules)
- **Deadline to submit Annual Pupil Transportation Reimbursement claim** – Aug. 15
- **Illinois State Board of Education meeting** – Aug. 16 (www.isbe.net/Pages/Illinois-State-Board-of-Education-Calendar.aspx)
- **ISBE offices closed for Labor Day** – Sept. 4
- **Illinois State Board of Education meeting** – Sept. 13-14 (www.isbe.net/Pages/Illinois-State-Board-of-Education-Calendar.aspx)
- **ISBE offices closed for Columbus Day** – Oct. 9
- **Illinois State Board of Education meeting** – Oct. 18 (www.isbe.net/Pages/Illinois-State-Board-of-Education-Calendar.aspx)
- **Deadline to submit FY 2018 School District Budget/Joint Agreement Forms** – Oct. 31

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English Learners

Letters to Families on New 'English Proficient' Definition Now Available

ISBE recently created letters to assist districts in communicating the new definition of "English Proficient" to staff and families. Letters from ISBE to superintendents, bilingual program directors, and families are available online in 12 different languages.

Additionally, ISBE has provided a template letter for districts to personalize for the families in their communities. All letters and templates are available for download on ISBE's English Learners website at www.isbe.net/Pages/ACCESS-for-ELLs.aspx.

Charter Schools

Charter Schools Program Grant Cohort III RFP Intent to Apply Now Available

Design teams interested in applying to the Charter Schools Program Grant Cohort III need to complete the fiscal year 2018 Request for Proposal Intent to Apply. The secure, online Request for Proposals (RFP) will be available in July 2017. Submission of the Intent to Apply is required in order to access the RFP. This grant is for new charter schools and can provide up to \$950,000 over 36 months to cover costs of program design and the initial implementation of the school.

The form is available at www.isbe.net/Documents/43-48A_FY18_Charter_Intent_to_Apply.pdf.

For any questions, please contact Claudia Quezada at cquezada@isbe.net or (312) 814-2200.

Funding & Disbursements

Deadline for Final FY 2017 State & Federal Grant Amendments – Aug. 31 End Dates

Please be advised that 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.

The deadline for final amendments for state and federal grants with a project end date of Aug. 31, 2017, is Aug. 1.

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

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

Educator Effectiveness

Teacher and Principal Evaluator Retraining

To receive credit for principal or teacher evaluator retraining, the retraining must be taken in the next renewal cycle following the initial training. Evaluators who have taken the initial evaluator training (Growth Through Learning Modules or developed by the district) must complete retraining "once within the next renewal cycle" (105 ILCS 5/24A-3).

For example:

An educator's renewal cycle is 7/1/2012 – 6/30/2017. He took the initial training in 2012 (FY 2013). This educator's retraining must be completed between 7/1/2017 – 6/30/2022 (during his next license cycle.)

If taken before 7/1/2017, then retraining credit cannot be awarded. The educator will, however, receive full Administrator's Academy credit or professional development hours that can be used toward renewal of his license.

It should also be noted that participants **must have completed the initial training before completing the retraining.**

U.S. Department of Education

Seeking Comments on 'Costly' and 'Burdensome' ED Regulations

The U.S Department of Education (ED) is seeking opinions from members of the public regarding what federal regulations they would like to see changed or eliminated. The request was published in the [Federal Register](#) on June 22. It states the administration is "particularly interested in regulatory provisions that you find unduly costly or unnecessarily burdensome."

These include programs under the Office of Elementary and Secondary Education; the Office of English Language Acquisition; the Office of Special Education Programs; and the Office of Career, Technical, and Adult Education, as well as ED's [General Administrative Regulations](#).

ISBE is compiling a list to submit by Aug. 20. More information on the solicitation of comments and the regulations themselves can be found at www.isbe.net/Pages/US-Dept-of-Education-Regulations.aspx. Please submit your ideas to essa@isbe.net by **Aug. 1**.

Rules and Waivers

Notice of Emergency Rules

Please be advised that three sets of amendments recently adopted by ISBE became effective June 28. Changes have been posted at www.isbe.net/Pages/Proposed-Rules-and-Amendments.aspx.

Part 1 (Public Schools Evaluation, Recognition and Supervision). See Sections 1.710, 1.720, and 1.737

Part 25 (Educator Licensure). See Sections 25.25.337 and 25.430.

Part 30 (Programs for the Preparation of Principals in Illinois). See Section 30.70.

Additional details about the short-term approval are below.

Short-Term Approval for Teachers at All Grade Levels (formerly known as the Short-Term Authorization Approval)

Educators may now either pass the content test required for the endorsement, or present evidence of completing nine semester hours of coursework in the content area sought, to earn a short-term approval. If a district is unable to fill the position with a fully qualified individual, the district may seek a short-term approval for teachers who meet the required criteria at any grade level. The approval is now available outside of the educator's current teaching grade range. For example, an educator endorsed in early childhood education may obtain a 9-12 endorsement by passing the applicable content test.

No paperwork is required from the district to earn the endorsement. A form completed by the district must be submitted to the Regional Office of Education

(ROE)/Intermediate Service Center (ISC) when an educator is hired on a short-term authorization approval, and the form needs to be uploaded into the educator's ELIS account. The current 73-96 form used for the approval is being updated and will be available at www.isbe.net/Pages/Licensure-Forms.aspx. Educators, ROEs/ISCs, and institutions of higher education no longer have to sign off on the form; only the districts must sign.

Short-term approvals will be processed the same as other applications. If an expedited review is needed, a rush request may be submitted to ISBE by the ROE/ISC.

The approval is not available for special education positions or driver's education positions.

Invitation to Comment on Rules

Two set of proposed amendments recently reviewed by ISBE are now available for public comment. The proposals and a summary of the issues involved have been posted at www.isbe.net/Pages/Proposed-Rules-and-Amendments.aspx. Please submit any comments or suggestions to rules@isbe.net. The public comment period ends **Aug. 14**.

The rulemakings are Part 23 (Standards for School Support Personnel Endorsements) and Part 75 (Agricultural Education Program).

Nonpublic Schools

ISBE Seeking Applicants for Ombudsman Position

ISBE is seeking interested applicants to serve in the contractor position of ombudsman. In general, the ombudsman acts on behalf of nonpublic schools to help ensure Local Educational Agency (LEA) compliance with consultation and implementation requirements under the Every Student Succeeds Act (ESSA).

The ombudsman fulfills this charge by:

- Providing technical assistance to both LEAs and nonpublic schools regarding
 - The consultation process;
 - Allowable uses of funds by nonpublic schools under ESSA;
 - Implementation of planned services;

- Assisting with resolution of conflicts and complaints that arise between LEAs and nonpublic schools;
- Enforcing ESSA requirements as needed;
- Reporting to ISBE staff and/or the Nonpublic School Advisory Council as requested and as appropriate on work done and on recommendations to improve LEA/nonpublic school relations;
- Performing other duties as appropriate in relation to LEA/nonpublic school grant program consultation and implementation.

Additional information on nonpublic schools can be found at [ISBE's Nonpublic Website](#). Additional information on the role of the ombudsman can be found within the Non-Regulatory Guidance: Fiscal Changes and Equitable Services Requirements under the Elementary and Secondary Education Act of 1965, as amended by ESSA. (See sections 1117 and 8501.)

West 40 will be the business agent for the contractor assigned to serve as the ombudsman required under ESSA (Sec. 1117) to "help ensure equitable services are provided to private school children, teachers, and other educational personnel." All work shall be assigned and managed by ISBE while having the ombudsman work through West 40. This allows the roles to maintain some objective distance from ISBE.

Interested applicants should submit a letter of interest and resume to Dr. Gary Greene via email at ggreene@isbe.net. The deadline to respond is **July 17**.

Grant Accountability Transparency Act

Required FY 2018 GATA Grantee Pre-Qualification Process

All grantees must complete the registration process and be qualified to do business with the State of Illinois.

The grantee pre-qualification registration portal may be accessed directly on the GATA website at www.illinois.gov/sites/GATA/Grantee/Pages/default.aspx.

To be qualified to **apply** for an FY 2018 grant award, an entity must complete the following four steps:

1. Authentication (New for FY 2018)

The Grantee Portal can be accessed through the Grantee Links heading on the GATA website. A personal or business email address is required to establish an account. Authentication is required through the Illinois.gov authentication portal. It establishes or verifies the relationship between an individual and the organization they represent. Authentication is performed once for each individual associated with a registration. If your email was not previously associated with the organization that you represent, click the "Create a new account" link below the "Sign in" button. After you have entered the required information, you will receive a confirmation email that will instruct you to click a link to complete the account creation process. For help with the Illinois.gov Authentication Portal, please browse to www.illinois.gov/sites/accounts/Pages/default.aspx. Additional instructions may also be found at www.illinois.gov/sites/GATA/Grantee/Pages/GranteePortalFAQ.aspx.

2. Registration

Once your Illinois.gov account is created, you must return to the Grantee Portal log-in screen and enter your user name and password to continue. The system will then ask for your organization's DUNS number. If the DUNS number for your organization is on record with GATA from the previous year, the system will associate you with your organization. The process may require the approval of the primary GATA system registrant for your organization. After accessing your entity's registration information, you must click the "Edit" button found near the top of the screen. This will allow you to correct/confirm the listed information and select the appropriate organization type for your entity.

If the DUNS number that you enter is not found in the GATA system, the system will invite you to create a new grantee account for

the entity related to that DUNS number. Please confirm that you entered the correct DUNS number before creating a new account. Creation of a new grantee account is accomplished by providing your organization's:

- DUNS number (click [HERE](#) to view instructions on obtaining a DUNS number);
- FEIN;
- Organization type (NOTE: school districts, special education joint agreements, and education for employment consortiums should select "School District");
- Secretary of State ID (NOTE: the following types of organizations have been deemed EXEMPT from this requirement: school districts, colleges, universities, Regional Offices of Education, special education joint agreements, and education for employment consortiums);
- Organization name; and
- Address.

3. Grantee Pre-qualification

All entities must be qualified to do business with the State of Illinois. To be qualified for a grant award, an entity must:

- Be registered in the GATA Grantee Portal system as described above;
- Have a valid DUNS number (click [HERE](#) to view instructions on obtaining a DUNS number);
- Have a current SAM.gov account (click [HERE](#) to view instructions on obtaining a SAM Cage Code);
- Not be on the Federal Excluded Parties List (click [HERE](#) to verify utilizing the Quick Search);
- Be in Good Standing with the Illinois Secretary of State, as applicable (click [HERE](#) to verify). (NOTE: The following types of organizations have been deemed EXEMPT from this requirement: school districts, colleges, universities, Regional Offices of Education, special education

joint agreements, and education for employment consortiums.);

- Not be on the Illinois Stop Payment list; and
- Not be on the Department of Healthcare and Family Services Provider Sanctions list.

Pre-qualification status will be verified after Grantee Registration is submitted and nightly thereafter. If an entity has a pre-qualification issue, the specific issue and remediation support is provided through the Grantee Portal. Entities on the Federal Excluded Parties List are not eligible to do business with the State of Illinois.

4. Fiscal and Administrative Risk Assessment (ICQ)

Entities must complete an FY 2018 Internal Controls Questionnaire (ICQ) as the Fiscal and Administrative Risk Assessment. The ICQ is completed annually for each fiscal year. All state agencies will utilize the results of the ICQ. The entity can access the ICQ from the Grantee Portal. The portal provides access to prior year ICQ responses for those entities that received grants in FY 2017. The FY 2018 ICQ template must be completed prior to making application for an FY 2018 grant. The ICQ should be completed by someone with financial or accounting experience.

The status of compliance with each of the requirements described above is displayed in the Grantee Portal for each registered entity. Again, **completion of these four steps is required prior to making application for funding for FY 2018.**

Entities must also complete a programmatic risk assessment for each grant award in FY 2018. **The programmatic risk assessment will be included in each electronic grant application through ISBE. Paper grant applicants will be directed to the IWAS system once applications have been received.**

The SAM.gov registration expires annually and must be renewed to maintain your eligibility for funding. Renewal of your cage code at the SAM.gov web site **does not** require a fee.

The ISBE “GATA Grantee Status Report” provides updated status information for all ISBE grantees and can be found under “Resources” on the left side of the [ISBE GATA website](#). Please direct any questions you might have related to the GATA registration and pre-qualification process to GATA@isbe.net or (217) 782-5630.

In Brief

Upcoming Events

- The second annual **Leap InnovatED Summit** is taking place Aug. 28 at Hyatt Regency McCormick Place in Chicago. The summit will offer sessions featuring experts in education innovation and widespread networking opportunities. For more information and to register, visit www.leapinnovatedsummit.org/.

District Recognition

- **Congrats to Lake Park High School District 108** for completing its two major solar photovoltaic systems, making it one of the first districts in Illinois to adopt solar power on a large scale!
- **Congrats to Aurora East Unified School District 131** for receiving the U.S. Department of Agriculture 2017 Farm to School Grant! We can't wait to hear about the amazing work that will come of it.

Student Recognition

- **Congrats to the [32 Illinois FFA Chapters](#)** selected to represent Illinois in the National Chapter Award area at National FFA! Good luck at Nationals!
- **Congrats to the Churchville Middle School Coderz** of Elmhurst CUSD 205 for placing first in the [Code Rush Competition](#)! Awesome job, Coderz!
- **Congrats to Mira Dedhia** for finishing in third place at [Scripps National Spelling Bee](#). Awesome Job, Mira! And congrats to all other [Illinois finalists](#) who competed in the bee!

Educator Recognition

- **Congrats to Superintendent Todd Dugan** of New Holland-Middletown Elementary District 88 for being named Tech & Learning Magazine's 2017 Leader of the Year!
- **Congrats to Tech & Learning Magazine's 2017 Leaders of the Year Runners-Up:** Superintendent P.J. Caposey of MCUSD 223; Director of Technology Philip Hintz of Gurnee School District 56; and Director of Technology Maureen Miller of Winnetka Public Schools!
- **Congrats to José M. Torres**, Illinois Mathematics and Science Academy director, for making Tech & Learning magazine's 2017 List of the Most Influential People in Ed Tech!

Recognition Opportunities

- The Illinois Department of Aging is accepting applications for the **2017 Senior Illinoisans Hall of Fame**, an annual event recognizing exceptional individuals over 65 who have positively influenced Illinois communities. One of the seven categories is Education. For more information and the nomination form, please visit www.illinois.gov/aging/HallofFame/Pages/default.aspx.

Student Opportunities

- Veterans of Foreign Wars is partnering with schools to offer scholarship programs such as the **Patriot's Pen Contest (grades 6-8)** and the **Voice of Democracy Contest (grades 9-12)**. The entry deadline is Oct. 31. For more information, please visit www.vfw.org/youth/.

Professional Development

- The University of St. Francis is holding the **Character Education for the Next Generation Conference** July 21 from 8 a.m. – 2 p.m. in Joliet. Speakers include Matt Klosterman, superintendent of Belleville School District - the first district in Illinois to be recognized as a District of Character. Other presentations include Social Media and Cyberbullying, Senate Bill 100 and Restorative Justice, PBIS, character education, and how to apply to be a School of Character. To register, visit <http://www.stfrancis.edu/real/char-ed>.

- Lewis University is offering a **Registered Nurses Workshop** on July 24-25 or **July 26-27 (new session added due to interest)** in Oak Brook. “RN’s Working in the Schools” is designed for nurses who do not hold ISBE Professional Educator Licenses endorsed in school nursing. Continuing education credit is provided to all participants who attend the entire two days and complete the evaluation. This workshop is provided annually to help ensure that nurses working with school children are as prepared as possible prior to seeking a Professional Educator License in school nursing. To register, visit www.lewisu.edu/rn-working-in-school.
- **The Illinois Association of Aggregate Producers Illinois Teachers Workshop** is a three-day event on July 17-19 at Chestnut Mountain Resort in Galena. The workshop is designed to inform educators about the importance of rocks, minerals, and mining in everyday life. For more information and to register, please visit <http://www.iaap-aggregates.org/workshop.htm>.
- Illinois Classrooms in Action is offering **Virtual Lesson Study Experience**, a professional development opportunity for grades 3-12 math/science educators. The cost is \$45 and the dates are July 17 – Aug. 9. Limited space is available. Please RSVP to math/science content specialist Jeanine Sheppard at jmpsheppard@gmail.com to reserve your spot on the team.

ISBE Employment Opportunities

- Watch for ISBE career opportunities and find instructions for applying at www.isbe.net/Pages/Careers-at-ISBE.aspx.