



Weekly Message

July 26, 2016

Message From State Superintendent Tony Smith, Ph.D.

Hello,

As we are quickly approaching the start of the 2016-17 school year, it is a great time to reflect on some of the exciting work happening in schools across the state. Illinois districts are leading the way with innovative ideas that are better serving students and meeting communities' needs.

I would like to congratulate the four Illinois school districts that have been named "Districts of Distinction" by District Administration magazine in 2016: Barrington CUSD 220, Fremont School District 79, Meridian CUSD 223, and Mundelein High School District 120. The award is part of the magazine's national recognition program for districts that implement successful new ideas. Fremont and Mundelein were honored during the March cycle and Meridian and Barrington were honored in the July cycle.

Table of Contents

Grant Accountability & Transparency Act...	2
Center for Performance.....	4
School Business Services	5
Funding and Disbursements	5
Early Childhood Education	6
School Health Issues.....	6
In Brief	7

Fifth-graders in [Barrington CUSD 220](#) have participated in "Fresh INC Marketplace," an eight-week entrepreneurship program that the district launched last fall. The program teaches students how to develop their own businesses and encourages them to collaborate to solve difficult problems. The district brought in a community partner, the Barrington Area Chamber of Commerce, to provide students with business mentors.

Administrators at [Fremont School District 79](#) observed students working collaboratively in hallways and vestibules throughout their middle school and implemented Digital Learning, Exploration and Networking (DEN) spaces to give educators the opportunity to engage students in project-based digital learning. Students are so excited about the new spaces that many are choosing to spend more time at school!

[Meridian CUSD 223](#) has re-envisioned district systems in an effort to operate more effectively and efficiently. The district has committed to fostering "world-class results while maintaining small-town values." The Meridian Leadership Team has been utilizing the Malcolm Baldrige National Quality Award framework for excellence to adapt several of its systems, including its hiring, data tracking, and district fundraising processes.

[Mundelein High School District 120](#) started a one-to-one Chromebook program to increase equity among economically and racially diverse students. The district has also offered students technical

support internships, during which technology staff members train them to solve computer problems at the school and answer questions about technology.

Teachers and administrators in these districts have stepped outside of the box to ensure quality outcomes for all students. They have realized the value of giving students leadership opportunities and improving district systems. Thank you to these educators and others across Illinois who are revolutionizing teaching and learning in their districts.

Let's continue working together, sharing best practices, and pulling inspiration from the educators and communities that surround us. Applications from districts for the next round of awards will be accepted from Nov. 1 to Dec. 7. Check out the District Opportunities section below for more information.

Have a great week,
Tony

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>.

- **ISBE's Professional Development Re-Ignite event** – July 27
(<http://webapps.isbe.net/ISBEConference/>)
- **Early Childhood Block Grant – Intent to Submit a Proposal for FY 2017 form deadline** – July 29
(www.isbe.net/earlychi/default.htm)
- **Deadline to submit FY 2016 State and Federal Grant Amendments and End Date Extensions for projects ending Aug. 31 to ISBE** – Aug. 1
- **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 for public notice requirements for all waiver requests.)
- **Deadline to submit FY 2017 Prevention Initiative for Birth to Age 3 Years RFP** – Aug. 15
(<http://isbe.net/earlychi/html/birth-3.htm>)
- **Deadline to submit FY 2017 Preschool for All Expansion 3 to 5 Years RFP** – Aug. 15
(<http://isbe.net/earlychi/preschool/default.htm>)
- **Deadline to file affidavit for school treasurer bonds** – Sept. 1 (www.isbe.net/sfms/html/t_bonds.htm)
- **Deadline to submit the Letter of Intent to Participate in an Alternative Survey** – Sept. 1
(www.isbe.net/5essentials/pdf/2016-17/survey-letter-of-intent-16-17.pdf)
- **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)

Grant Accountability & Transparency Act

Grantee Status Report

A new grantee status report has been created and can be accessed at www.isbe.net/GATA/default.htm by clicking on the “GATA Grantee Status Report” under the

“Prequalification and Registration Status” tab. Please reference this link to assess your organization's completion of the GATA requirements needed for fiscal year 2017 grant execution. ISBE will update this frequently, so please refer back to this report for the latest information.

As reminder, each grantee must complete the following:

1. Registration – Complete on the GATA website at www.illinois.gov/sites/GATA/Grantee/Pages/default.aspx.
2. Fiscal Internal Control Questionnaire (ICQ) - After completion of the registration process, an automated email will provide a link to access the grantee's State of Illinois ICQ form, which must be completed and submitted.
3. Program Risk Assessment – Access via the IWAS login portal and choose the GATA Risk Assessment System. A DISTRICT ADMIN-level user must submit the GATA Risk Assessment. The GATA Risk Assessment application link will not be available to all users. Users with district-level accounts should request access to the system internally from their administrator. Technical assistance regarding system access steps can be directed to the ISBE Help Desk at (217) 558-3600.

Grantee registration and submission of the ICQ and Program Risk Assessment are required to be completed one time by each grantee and are good for one year.

Please refer to the following data elements in the GATA Grantee Status report:

1. RCDT – Region-County-District-Type Code for each ISBE grantee.
2. Local Education Agency Name – Generic label to describe each ISBE grantee.
3. DUNS Number Used for Grantee Registration – This is the nine-digit Data Universal Numbering System number entered by the grantee at GATA registration.
4. Grantee Registration – Overall status of registration. If status is not indicated as "Complete," refer to the adjoining columns to remedy registration issues.

5. Illinois Secretary of State Standing – If status indicates "Not Applicable," no further action is necessary. For status indicating "Unknown," ISBE will notify you of appropriate action (if applicable).
6. SAM.gov Account Status – If status is "Expired" or blank, please refer to the guidance for activating or creating a SAM.gov account provided at <http://www.isbe.net/GATA/default.htm> under the Prequalification and Registration Status heading.
7. Fiscal Internal Control Questionnaire – If blank, please complete Grantee Registration. If status indicates "Unsubmitted," please complete and submit the ICQ.
8. Program Risk Assessment – If status indicates "Not Started" or "Started," please complete and submit via IWAS to ISBE.

Notice of State Award and Grant Agreement

The final GATA component to be developed is the Notice of State Award (NOSA), which will be integrated for all paper applications and electronically for all grants in the electronic Grants Management System (eGMS). The NOSA is unique to each grantee's state and/or federal grant award and includes basic grantee information and the grantee award amount, along with Fiscal Internal Control Questionnaire (ICQ) and Program Risk conditions. If you are assessed a designation of either Medium or High Risk from the ICQ and/or Program Risk Assessment, the corresponding conditions will be fed directly into the NOSA.

In addition, grantees must agree to the terms and conditions of the Grant Agreement, which includes assurances as well as exhibits that are specific to each grant program. The Grant Agreement will also be integrated for all paper applications and electronically into all eGMS grant programs.

The NOSA and Grant Agreement are currently being developed and tested. Grantees may continue and are encouraged to complete and submit applications for all FY 2017 grants, both paper applications and online in

eGMS without having all GATA requirements completed; however, all GATA requirements must be met prior to final grant execution. Further information will be forthcoming when the NOSA and Grant Agreement documents are finalized.

Once the grant application is executed, grantees can submit expenditure reports via the Electronic Expenditure Reporting System in IWAS for federal programs to receive reimbursement. State programs will be vouchered based on the approved monthly payment schedule.

Questions regarding this information can be directed to GATA@isbe.net.

Center for Performance

Preparing for the 5Essentials or Selecting an Alternative Survey

ISBE will again administer the Illinois 5Essentials Survey this year. Teachers, students, and parents can take the survey any time between Nov. 16 and Jan. 16, 2017. The survey will be required for all districts that did not participate in last year's survey and all Race to the Top districts. It is optional for all other districts. The 5Essentials Survey will be available at no cost for all participants.

The 5Essentials Survey provides school districts with detailed data on the inner workings of their Local Education Agency by asking questions in five leading areas for school improvement. The data from the survey will also be published on the Report Card at www.illinoisreportcard.com. For the 2017 survey administration, both students and teachers will be rostered.

Selecting an Alternative Survey

Due to an amendment to the Survey of Learning Conditions statute (105 ILCS 5/2-3.153), districts will again have the option – at their own expense – to choose an alternative to the 5Essentials Survey from a pre-approved list of alternate surveys selected by the State Superintendent.

The revised statute requires school board and local union approval and provision of data from the alternative survey to ISBE for posting on the 2016 Report Card. A full copy of the legislation can be

found at

<http://ilga.gov/legislation/publicacts/98/PDF/098-0648.pdf>.

ISBE has selected the top two recommendations from the group of teachers, principals, and superintendents who participated in the rating of surveys of learning conditions alternatives. The following list constitutes the approved alternatives from which a district may select:

Alternative 1: Comprehensive School Climate Inventory

Alternative 2: Organizational Health Instrument Teacher Survey and Gallup Student Survey

In addition, the State Superintendent of Education selected AdvanceEd student and teacher surveys as a third alternative, because these surveys are used in accreditation in which many school districts already participate. Further, this accreditation is required by ISBE in certain circumstances.

For an in-depth look at the alternative survey selection process, please view the report at www.isbe.net/5essentials/pdf/alternative-selection-process-report.pdf.

Response Requested

As stated above, district participation is only mandatory for certain districts. If your district plans to participate in the 5Essentials Survey, please email 5Essentials@isbe.net. If your district plans to participate in an alternative survey, please fill out the Alternative Survey Letter of Intent at www.isbe.net/5essentials/pdf/2016-17/survey-letter-of-intent-16-17.pdf and send to 5Essentials@isbe.net.

Any response with intent to participate must be completed and submitted by the Superintendent or designee by the end of business on Sept. 1.

We appreciate your cooperation as we strive to facilitate success and continuous improvement for our students and schools.

If you have any questions, please contact the Center for Performance at (217) 782-3950 or email 5Essentials@isbe.net.

School Business Services

Requirements for School Treasurer Bonds

Section 3-8 and Section 8-2 of the School Code (105 ILCS 5/3-8 and 105 ILCS 5/8-2) require Regional Superintendents of Schools to file an affidavit with ISBE showing which treasurers of school districts in their region are properly bonded. This affidavit must be filed before Sept. 1 of each year. Copies of the actual school treasurer bond should not be filed with ISBE.

Section 8-2 of the School Code (105 ILCS 5/8-2) requires each treasurer of a school district to be properly bonded. The penalty of the bond shall be 25 percent of the amount of all bonds, notes, mortgages, moneys, and effects of which the treasurer is to have custody at any given time. The bond shall be increased or decreased from time to time, as the increase or decrease of the amount of notes, bonds, mortgages, moneys, and effects may require. The bond shall be payable to the township trustees of schools over the district or payable to the school board of the district, whichever is applicable. The bond shall be filed with the Regional Superintendent of Schools. Again, school districts should not file a copy of their bonds with ISBE.

For additional information on ISBE's interpretation of this section, please refer to the State Superintendent's Weekly Message from May 3, 2010, and May 11, 2010, which can be accessed at www.isbe.net/board/archivemessages/archivemessage.htm.

Section 3-8 of the School Code (105 ILCS 5/3-8) describes the duties of the Regional Superintendent of Schools upon receipt of the treasurer bonds. When the bond of any school treasurer is filed with the Regional Superintendent of Schools, the Regional Superintendent shall carefully examine it. If the bond is found to be in all respects according to law and the sureties sufficient, the Regional Superintendent shall endorse his/her approval and file it with the papers of his/her office. If the bond is in any respect defective or if the sureties are insufficient, the bond shall be returned for correction.

In Cook County, the responsibilities and duties of the Regional Superintendent of Schools detailed in

Section 3-8 and Section 8-2 of the School Code (105 ILCS 5/3-8 and 105 ILCS 5/8-2) will be assumed by the respective Intermediate Service Center.

An electronic version of the affidavit and other information can be found online at www.isbe.net/sfms/html/t_bonds.htm.

Please contact Michelle Heninger, School Business Services Division, at (217) 785-8779 or mheninge@isbe.net with any follow-up questions.

Funding and Disbursements

FY 2017 Mandated Categorical Appropriations and Estimated Prorations

Per Public Act 99-0524, fiscal year 2017 mandated categorical program appropriations have been enacted. To assist with 2016-17 budgeting projections, please use the estimated prorations as provided in the table below. Historical information regarding mandated categorical program appropriations, claims, and prorations can be accessed at www.isbe.net/funding/pdf/mcat-history.pdf. If you have questions regarding this information, contact ISBE's Division of Funding and Disbursements at (217) 782-5256.

Program Name	FY 17 Appropriation	FY 17 Estimated Proration	Claim Due
Special Education Personnel	442,400,000	99.8%	Aug. 15
Special Education Funding for Children	303,829,700	99.6%	NA
Special Education Private Facility Tuition	233,000,000	91.2%	Aug. 15
Special Education Summer School	11,700,000	80.1%	Nov. 1
Special Education Transportation	450,500,000	93.8%	Aug. 15
Regular/Vocational Transportation	205,808,900	69.0%	Aug. 15
Illinois Free Lunch/Breakfast	9,000,000	18.7%	Monthly
Special Education Orphanage	95,000,000	100%	July 15
Regular Education Orphanage	11,500,000	100%	July 15
Total	1,762,738,600		

Deadline for Final FY 2016 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, 2016, 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.

Early Childhood Education

Early Childhood Block Grant – Intent to Submit a Proposal for FY 2017

The notices of intent to submit a proposal for the fiscal year 2017 Early Childhood Block Grant Preschool for All Expansion Children Ages 3 to 5 Years and the Prevention Initiative Birth to 3 Years programs are now posted on the Early Childhood website under “What’s New” at www.isbe.net/earlychi/default.htm.

School districts and entities that received funding in FY 2016, and are currently in good standing, may submit a proposal for additional funding in FY 2017.

The notice form must be submitted no later than July 29 to help ISBE staff determine the number of reviewers that will be necessary. Submission of this notice is not a prerequisite for submitting a proposal, nor does it obligate the organization to submit a proposal.

This form can be faxed to (217) 785-7849 or emailed to earlychi@isbe.net. If you have questions, contact the Early Childhood Division at (217) 524-4835.

NOTE: This grant application is for those programs that wish to adopt the Preschool Expansion model only. The PFA Expansion Grant will be awarded for FY 2017. In FY 2018, there will be an open, competitive grant opportunity for all eligible applicants. If you feel your program may have submitted a “Notice of Intent to Apply” in error, please send a notice to rescind to earlychi@isbe.net.

FY 2017 Prevention Initiative for Birth to Age 3 Years RFP Released

The Prevention Initiative for Birth to 3 Years: FY 2017 request for proposals (RFP) is now available. The purpose of the RFP is to fund current, successful Prevention Initiative (PI) grantees to build capacity to implement quality PI programming as defined by the nine RFP components, as well as the identified program model chosen.

Proposals must be received by ISBE no later than 4 p.m. Aug. 15. The RFP is available at <http://isbe.net/earlychi/html/birth-3.htm>. Applicants can also receive the RFP by contacting the Early Childhood Division at (217) 524-4835.

FY 2017 Preschool for All Expansion 3 to 5 Years RFP Released

The Preschool for All Expansion: FY 2017 RFP is now available. The purpose of the RFP is to identify qualified entities to provide a high-quality, comprehensive preschool program to the most at-risk children as outlined in the RFP. Only programs that had an FY 2016 Preschool for All grant are eligible to apply.

Proposals must be received by ISBE no later than 4 p.m. Aug. 15. The RFP is available at <http://isbe.net/earlychi/preschool/default.htm>. Applicants can also receive the RFP by contacting the Early Childhood Division at (217) 524-4835.

School Health Issues

Zika Virus Guidance for District and School Administrators

The Centers for Disease Control has developed interim guidance for grade K-12 district and school

administrators for public health actions pertaining to the Zika virus infection. This guidance is intended to address concerns about the risk for Zika virus infection in K–12 schools, provide school districts with information for planning school-related activities, and recommend actions that can be taken in consultation with local public health authorities and government officials to reduce the potential risk for Zika virus transmission on school premises and among students.

To view the Zika virus guidance, please visit www.cdc.gov/zika/schools.html

Model Suicide Prevention Policy Available to All Districts in Illinois

A youth suicide awareness and prevention policy is required pursuant to 105 ILCS 5/2-3.163, amended by Public Act 99-443.

The Illinois Association of School Boards (IASB) has made a model policy available to all school districts in Illinois. To request a copy, please email IASB at lbremer@iasb.com with the subject line: Suicide Awareness & Prevention Policy Request.

For more information, please visit www.iasb.com/law/sdprevention.cfm.

In Brief

District Opportunities

- District Administration magazine will be accepting applications for the next cycle of **Districts of Distinction** from Nov. 1 to Dec. 7. Districts will be recognized in April 2017. For more information, please visit www.districtadministration.com/dod.

Upcoming Events

- The annual **2016 Statewide Transition Conference** will be held on Oct. 27-28 at the Thelma Keller Convention Center in Effingham. Registration is open until Sept. 23. This year's conference, titled "Stepping Stones of Transition," is for transition-aged youth and young adults with disabilities, their family members and teachers, vocational professionals, caregivers, health care

professionals, college students pursuing careers in special education, and community advocates. Attendees are encouraged to register early and pay online to ensure full participation. For more information, please visit www.illinoistransitionconference.org/.

Student Recognition

- Congratulations to **Chicago's Curie Metropolitan High School** student vocal group, Musicality, for successfully making it through the Season 11 Judges Cuts on NBC's "America's Got Talent" competition, which means they will be appearing on live shows. (www.nbc.com/americas-got-talent/video/musicality-judge-cuts/3071085).

Professional Development

- The National Great Rivers Research and Education Center is holding **Stream Discovery workshops for grade 5-12 educators** on Sept. 14 (Makanda) and Sept. 28 (Alton). The training focuses on how to involve student groups in water quality monitoring, analysis, and stream cleanup. Six professional development hours are available. For more information and to register for a workshop, please visit <http://events.r20.constantcontact.com/register/event?oeidk=a07ec687psgc4d81747&llr=wx7o69dab>.

Grant Opportunities

- The application forms for the **2016 Schoolyard Habitat Action Grant** (application deadline is Nov. 30) and the **2017 Illinois Biodiversity Field Trip Grant** (application deadline is Jan. 31, 2017) programs are now available from the Illinois Department of Natural Resources Education Division and the Illinois Conservation Foundation at www.dnr.illinois.gov/education/Pages/grants.aspx.

Educator Opportunities

- Registration is open for the **2016-17 Future City Competition**. Educators and after-school leaders can register today for this project-based learning program that asks middle school students to imagine, design, and build cities of the future. Student teams learn about city design and

management, research and design solutions to an annual sustainability challenge, build a city model using recycled materials, and present their ideas to STEM professionals. Visit www.futurecity.org to learn more.

Classroom Resources

- Downloadable PDF **Illinois Learning Standard books** are now available for each grade level. The books include the new fine arts standards that were recently approved. Digital ebooks will be available for each grade level by the end of July. The ebooks can be accessed by using iBooks on Apple devices or other ebook readers for Android/Kindle. To download the PDF versions or for more information, please visit www.ilclassroomsinaction.org/standardsbooks.html.

School Climate Resources

- Onlineschools.org has released a **bullying and cyberbullying guide** to provide information and resources to schools, parents, and students to better understand and help prevent bullying in schools and online. To view the guide, please visit www.onlineschools.org/student-bullying-guide/.

School Recognition

- **The University of Illinois Laboratory High School** received a historic gift of \$1.25 million from anonymous donors toward its Innovations in Learning initiative. The gift will be used to transform learning spaces with enhanced technology and mobile student stations to encourage collaboration among students and teachers. Congrats, Uni High!

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>.