



Weekly Message

Aug. 10, 2016

Message From State Superintendent Tony Smith, Ph.D.

Hello,

I am excited for the start of the Illinois State Fair this Friday. In conjunction with the Governor Rauner's theme of "Educating Our Future," Kim Thomas, the 2016 Illinois Teacher of the Year, will be bringing two of her students to the Governor's Tent to showcase Kim's innovative and creative teaching techniques. Kim and her students will be there Aug. 12-14.

Kim teaches math to eighth-graders at Woodruff Career and Technical Center in Peoria Public School District 150. She incorporates math into every aspect of her teaching using terms like "mathtastic" and "mathilicious." She may start a class by asking her students to get out their "mathmuscles" or get ready to do their "mathercises." Kim creates projects that appeal to students' sense of fun and game playing. These projects encourage students to get excited about math and keep them engaged in hands-on activities that help them learn algebra, geometry, and linear functions, to name a few.

If you are at the fair this weekend, stop by the Governor's Tent for a game of "dynamathic dice" or to make a "mathentine." Kim and her students will be making presentations at 11:30 a.m. and 1:30 and 3:30 p.m. on Friday, Saturday, and Sunday. [Follow us on Twitter at @ISBEnews](#) and ["like" our Facebook page](#) for live updates from Kim and her students on Friday!

Our Back to School webinar is scheduled for next Wednesday, Aug. 17. I am excited that approximately 250 of you have already signed up to participate. Thank you to those who have sent your questions to backtoschool2016@isbe.net. These help us make sure you have the information you need for the start of the school year. We will continue collecting questions until Aug. 15. If you haven't already registered for the webinar, I encourage you to sign up at <https://attendee.gotowebinar.com/register/4958750538627991812>. We will post a recording on our website for those of you who are not able to participate.

Have a great week!
Tony

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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>.

- **Postmark deadline for waiver applications to be considered by the General Assembly in fall 2016** – Aug. 12 (See www.isbe.net/isbewaivers/default.htm for public notice requirements for all waiver requests.)
- **Deadline to submit FY 2017 Pupil Transportation Reimbursement Claim** – Aug. 15
- **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)
- **Deadline to submit Employment Information System (EIS) salary data** – Sept. 1 (www.isbe.net/eis/)
- **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)

Thomas Lay Burroughs Award

Nominations Sought for Award Honoring Outstanding School Board President

The Illinois State Board of Education invites you to nominate your local board president for the Thomas Lay Burroughs Award for the State's Outstanding School Board President.

This award was created in 1991 in memory of the late ISBE chairman and is presented each November at the Illinois Association of School Boards/ Illinois Association of School Administrators/ Illinois Association of School Business Officials conference in Chicago. The conference will be held Nov. 18-20 this year.

Nominations should be submitted by close of business on Friday, Oct. 7. You may email your nomination to Katherine Galloway at kgallowa@isbe.net.

Please indicate "Burroughs Nomination" in the subject line of the email. If you have any questions, call Katherine Galloway at (217) 557-6626. For nomination information and format, please visit www.isbe.net/board/pdf/burroughs_award.pdf.

English Language Learning

Annual State Bilingual Directors Meeting

The Illinois State Board of Education's Division of English Language Learning (DELL) will host its annual State Bilingual Directors Meeting on Sept. 15-16 at the Double-Tree by Hilton Chicago in Oak Brook. This two-day meeting is required for all directors of TBE/TPI and Title III (LIPLEPS/Immigrant Education) programs. The annual meeting allows directors around the state to connect and address topics related to the implementation of programs serving English Learners. This is also a forum of excellence where you can discuss issues that are relevant to emerging bilinguals with other directors and experts in the field.

A block of rooms is available for Sept. 14 and 15 at the rate of \$80plus tax (single). Reservations must be made by **Aug. 23**. Please contact Patrick Singer at psinger@doubletreeoakbrook.com or at (630) 472-6057 and ask for the Directors Meeting group block.

There is NO registration fee for this event. Lodging, mileage, or per diem expenses may be included in either the district's LIPLEPS or TBE/TPI program budget under the improvement of instruction services line item,

function 2210/300, in order for your district to charge these expenses to the grant as an approved activity. You must follow your school district travel policies to claim a reimbursement for the above meeting expenses. Please note that you cannot spend any LIPLEPS funds prior to Sept. 1.

Please contact DELL at (312) 814-3850 for technical assistance related to any programmatic issues or if you need assistance with revising/amending your fiscal year 2016 LIPLEPS or TBE/TPI program budget. For additional information, please see the DELL Newsletter at www.isbe.net/bilingual/ebroadcasts/2016-17/dell-newsletter-20160803.pdf.

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.

Every Student Succeeds Act

Round Two of Statewide Listening Tour

The Illinois State Board of Education, with assistance from Regional Offices of Education, is hosting a second round of listening tours to collect feedback on ESSA. A series of meetings will be held across the state to provide overview information on ESSA and allow participants to share their ideas on the draft state plan.

For additional information and to download a detailed schedule, please visit www.isbe.net/essa/default.htm.

Nutrition and Wellness Programs

Webinars on Direct Certification and Certification of HEA Coming Up

Staff with the Nutrition and Wellness Programs Division of the Illinois State Board of Education will present two webinars, one on the Direct Certification Process (Aug. 24) and one on the Certification of Household Eligibility Applications (Aug. 30).

Both webinars will be recorded and posted under SNP Archived Webinars approximately one week after the live date. Attendance during the live webinar or watching the recorded webinar will provide 1½ hours of U.S. Department of Agriculture annual continuing education/training.

- SNP: Electronic Direct Certification Process, 10-11:30 a.m. Aug. 24, 2016. Register at <https://attendee.gotowebinar.com/register/1896151058993677570>.
- SNP: Certification of Household Eligibility Applications, 10-11:30 a.m., Aug. 30, 2016. Register at <https://attendee.gotowebinar.com/register/4165417714397894658>.

If you have any questions, please contact our division staff at (800) 545-7892 or via email at cnp@isbe.net.

Registration Underway for Upcoming Food Handler Training Workshops

The Illinois Department of Public Health's (IDPH) Food Handling Regulation Enforcement Act requires all food service area employees or food handlers who work with open or unpackaged foods, food service equipment or utensils, or any food contact surfaces to receive an approved food handler training. Attendees who successfully complete this training and the required assessment will satisfy the IDPH's Food Handler Regulation.

This 2 ½-hour workshop is open to all Child Nutrition Program staff (NSLP, SBP, SFSP, CACFP).

Dates and Locations:

- Aug. 30 – Joliet (Evening)
- Aug. 31 – Rockford (Afternoon)
- Sept. 1 – Galesburg (Afternoon)

There are no registration fees for these workshops. For additional Food Handler Training information and to register, please visit www.isbe.net/nutrition/htmls/safety.htm. Locations tend to fill up quickly, so complete registration as soon as possible to secure your space.

If you have any questions, please contact Chad Martel at cmartel@isbe.net.

Funding and Disbursements**PA 99-0523 – District-Required FY 2016 GSA Expenditures for Special Ed Services**

A review of the final FY 2016 state appropriations enacted for special education services reveals a shortfall of \$4 million to properly demonstrate state maintenance of fiscal effort in support of federal Individuals with Disabilities Education Act Part B – 611 funds, otherwise known as IDEA Part B Flow Through. PA 99-0523 permits ISBE to calculate each district's pro rata share of the shortfall to expend for special education services from General State Aid (GSA) paid in FY 2016.

In FY 2016, each district must expend from GSA the amount computed for the provision of special education services as defined in Section 14-1.08. The amount for each district was computed using its final Dec. 1, 2014, special education child count in proportion to the total child count of the state, which can be accessed at www.isbe.net/funding/excel/pa99-0523-req-gsa-sped-expenditures-fy16.xlsx.

The type and provision of special education services as defined in Section 14-1.08 include expenditures for special schools, classes, housing (including residential facilities), special instruction, special reader service, brailists and typists for children with visual disabilities, sign language interpreters, transportation, maintenance, instructional material, therapy, professional consultant services, medical services only for diagnostic and evaluation purposes provided by a physician licensed to practice medicine in all its branches to determine a child's need for

special education and related services, psychological services, school social worker services, special administrative services, salaries of all required special personnel, and other special educational services (including special equipment for use in the classroom) required by the child because of his disability if such services or special equipment are approved by the State Superintendent of Education.

To document the expenditure of FY 2016 GSA funds for special education services, a district may reflect an expenditure entry locally that identifies the Fund, Special Education Function, and Object linked to GSA - Revenue Code 3001.

Example: An entry of 10-1200-100-3001 denotes an expenditure from the Education Fund for instructional special education salaries paid from GSA.

Questions regarding this information may be directed to the Division of Funding and Disbursement Services at (217) 782-5256.

Data Analysis**EIS Salary Data Deadline Approaching**

As a reminder, the 2015-16 employee salary data is due soon. **Please submit salary and other relevant employment data as soon as possible. EIS closes on Sept. 1.**

Data due by **Sept. 1** includes
 SY 2016 Base Salaries
 SY 2016 Employment and Position Records
 SY 2016 Position End Dates
 SY 2016 Benefits (if applicable)
 SY 2016 Employment End Dates (if applicable)
 SY 2016 Employment End Reason (if applicable)

All updates and changes to the system were explained in a webinar on May 25. This presentation is available for viewing at <http://www.isbe.net/eis/html/archived-meetings.htm#eis150506>.

The Questions and Answers from the May 25 webinar are also now available at <http://www.isbe.net/eis/pdf/QAs/eis-salary-160525-qa.pdf>.

For step-by-step instructions on entering salary data using both EIS IWAS screens and batch templates, please reference the EIS Basics Course at <http://www.isbe.net/eis/html/training.htm>.

We hope these updates will better serve you as you continue entering salary data. As always, if you have any questions, please call the EIS Help Desk at (217) 782-3950 or email datahelp@isbe.net.

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

Early Childhood Education

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.

In Brief

Grant Opportunities

- The application period for the **Read for Information Grant** funded by the Illinois School Library Media Association / Library Book Selection Service Endowment Fund is now open. At least 20 \$1,500 nonfiction grants will be awarded to school librarians doing a collaborative project with one or more staff members. Details about the grant and eligibility requirements are available at the Endowment Fund website www.lbssfund.org. The application deadline is Sept. 1.
- 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.

Administrator Recognition

- Congratulations to **Dr. Robert McBride**, principal of Neuqua Valley High School in Naperville, for receiving the Illinois Principals Association's 2016 Reaching Out & Building Bridges Award for his work in creating

ParentsMatterToo to provide parent education on teen risk behaviors and fight opioid addiction.

Upcoming Events

- The Center for Tax and Budget Accountability is holding its **Annual Fiscal Symposium** on Sept. 20. Illinois State Superintendent of Education Tony Smith, Ph.D., will present the keynote address. Dr. Smith will explain the role Illinois' K-12 education system plays in building a strong economy and how the budget uncertainty impacts state and local communities. For more information and to register, please visit <http://events.r20.constantcontact.com/register/event?oeidk=a07ecv411xzbc6b099e&llr=onw87zaab>.
- A webinar on **State Required Vaccines for School Attendance** is being held by EverThrive Illinois at noon on Aug. 11. Presenters will cover school-required immunizations in Illinois for the 2016-17 school year, as well as the HPV vaccine. Also, presenters will discuss practical tips that providers in school health centers can use to increase immunization rates. For more information or to register, please visit <https://attendee.gotowebinar.com/register/6635336446173473794>.
- 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/.

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.

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).

Educator Opportunities

- The Illinois Public Health Institute (IPHI) is offering a **P.E. Train the Trainer** opportunity. IPHI is seeking nine individuals to deliver trainings to physical educators in the southern and central regions of Illinois between October 2016 and June 2017. All trainers are required to first attend an orientation webinar from 2-5 p.m. on Sept. 20, as well as two day-long train-the-trainer sessions in Springfield from 9 a.m.-3 p.m. on Sept. 23-24. Trainers will be compensated for their preparation, travel expenses, and training services. For more information, contact Sarah Chusid at (312) 850-4744, ext. 10 or sarah.chusid@iphionline.org.

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 start of the school year. 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.

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>.