

MESSAGE FROM THE SUPERINTENDENT

February 14, 2018



Hello,

Following on the State Board meeting today, I want to emphasize a few important points and critical timeline reminders.

The Board today authorized the release of a Request for Sealed Proposals (RFSP) for a new assessment vendor for our grades 3 through 8 math and English language arts accountability assessment. ISBE has valued the ongoing partnership and leadership of educators since the start of the PARCC assessment. I sent out [this letter](#) (/Documents/20180209-Letter-Future-of-PARCC.pdf) last week outlining our collective vision for a suite of aligned Illinois Assessment of Readiness that serve educators, students, and families. Our goal is to provide a more useful understanding of where students are in their learning journey today and how ready they are for what is coming next.

The Board also discussed today the tier funding distribution timeline for Evidence-Based Funding (EBF). We are still on track to submit vouchers for the tier funding this April and we have been working backward from this date since PA 100-0465 was signed into law on Aug. 31, 2017. EBF creates an interdependency between districts that has never existed before. A change in the data for one district impacts the distribution for all districts. There is no per-pupil allocation; every single district receives new funding tied to their own adequacy target, the amount of tier funding available, and every other district's adequacy target. We have done everything we can to provide districts with multiple opportunities to review and request changes to the three years of enrollment data that serve as the basis for tier funding for fiscal year 2018. The final verification window opened Wednesday, Feb. 7. **We will not accept any changes after 11:59 p.m. on Wednesday, Feb. 21.** If we do not hear from your district before this deadline, we will proceed with the understanding that your district's enrollment numbers are verified and correct. The table on page 109 of the [Board packet](#) (/Documents_Board_Meetings/Feb18BoardPacket.pdf) outlines ISBE's verification process. Following this final verification period, agency staff will finalize and voucher tier funding payments.

I have spoken with several superintendents about the devastation families and communities in Illinois and across the country continue to experience as a result of the opioid crisis. The [State of Illinois Opioid Action Plan](#) (http://dph.illinois.gov/sites/default/files/publications/Illinois-Opioid-Action-Plan-Sept-6-2017-FINAL.pdf) presents strategies for responding to the opioid epidemic, including improved access to naloxone, which reverses the effects of an opioid overdose. The [Illinois Department of Public Health](#) (http://dph.illinois.gov/topics-services/prevention-wellness/prescription-opioids-and-heroin) provides naloxone prescriptions. Districts that wish to have naloxone available may email opioid@isbe.net (mailto:opioid@isbe.net) to request information. Districts must report if they have used an opioid antagonist like naloxone, but they are not required to have an opioid antagonist program in place. Still, a number of districts have passed board policies around the use of opioid antagonists, have the drug in stock, and have trained staff to use it if

Quick Links

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necessary. I have been asked by superintendents to help get them example policies. I encourage those districts that have policies to share them so that your colleagues can learn from them. Please send sample policies to opioid@isbe.net (mailto:opioid@isbe.net). Learn more on [ISBE's School Health Issues webpage](#) (/Pages/School-Health-Issues.aspx) under "Medications."

In the spirit of Valentine's Day, I'll repeat what I said at the Board meeting today: I love public education. In strong partnership with the State Board members, we are going to keep advocating for all of our families and educators in Illinois who make our public schools places of opportunity. Thank you for your support in building a system of public education that meets the needs of all children and gives our educators the care and appreciation they deserve.

Thank you,

Tony



UPCOMING ISBE DATES AND DEADLINES

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

Feb. 15: [Deadline to submit 21st CCLC RFPs](#)

(<https://www.isbe.net/Pages/21st-Century-Community-Learning-Centers.aspx>)

Feb. 15: [Deadline to submit Illinois Bicentennial Essay Contest Submissions](#)

(<https://www.cognitofirms.com/IllinoisAssociationOfREALTORS1/HomelsWhereTheHeartIsBicentennialEssayContest>)

Feb. 16: Early Childhood RFP Call for Evaluators window closes

Feb. 16: [Deadline to submit application for 2018 Competency-Based High School Graduation Requirements Pilot program](#) (<https://www.isbe.net/competency>)

Feb. 16: [Feedback on ESSA School Quality/Student Success Indicators due](#) (<https://www.isbe.net/essa>)

Feb. 19: ISBE offices closed for Presidents' Day

Feb. 21: EBF enrollment data verification window closes

Feb. 26: [Deadline to submit Healthy Communities Incentive Grant RFPs](#) (<https://www.isbe.net/Pages/Healthy-Community-Investment-Grants.aspx>)

March 5-9: 2018 National School Breakfast Week

March 5: [Deadline to submit Charter Schools Program – QSO – Cohort III RFP](#) (<https://www.isbe.net/Pages/csGrantsRfps.aspx>)

March 8: [Deadline to submit proposals for FY 2018 Arts and Foreign Language Planning Assistance Grant](#) (<http://www.arts.illinois.gov/AFL>)

March 12-18: [2018 Illinois Arts Education Week](#) (<https://www.isbe.net/Pages/Arts-Week.aspx>)

March 12: [Deadline to submit Student-Centered Funding Pilot applications to ED](#) (<https://www2.ed.gov/policy/elsec/leg/essa/scfp/studentcentered.html>)

March 14: [Illinois State Board of Education meeting](#) (<https://www.isbe.net/Pages/Illinois-State-Board-of-Education-Calendar.aspx>)

March 19: [Public comment period on Rules ends \(Part 203\)](#) (<https://www.isbe.net/Pages/Rules.aspx>)

March 30: [Deadline to submit nominations for School Nutrition Champion Award](#) (<https://www.isbe.net/Pages/School-Nutrition-and-Wellness-Champions.aspx>)

April 1: EBF Deadline to announce intent to change from half-day to full-day kindergarten

April 18: [Illinois State Board of Education meeting](#) (<https://www.isbe.net/Pages/Illinois-State-Board-of-Education-Calendar.aspx>)


EVERY STUDENT SUCCEEDS ACT



New Federal Student-Centered Funding Pilot Application Now Available

The U.S. Department of Education released the much anticipated application for the federal Student-Centered Funding Pilot on Feb. 7, with the first round of applications due **March 12**. Student-Centered Funding is also known as Weighted Student Funding (WSF) or Student-Based Allocations. The pilot, an application program authorized by ESSA, allows the U.S. Department of Education to grant additional Title I flexibilities to LEAs using (or intending to use) weighted student formulas to distribute LEA dollars. [Learn more about the pilot here](https://www2.ed.gov/policy/elsec/leg/essa/scfp/studentcentered.html) (https://www2.ed.gov/policy/elsec/leg/essa/scfp/studentcentered.html).

ASSESSMENTS & ACCOUNTABILITY

Upcoming 2018 Illinois Science Assessment Webinar and New Resources Available

The [Illinois Science Assessment \(ISA\) webpage](#) (/Pages/Illinois-Science-Assessment.aspx) was recently updated to include new resources and documents for test coordinators and administrators, as well as the Assessment Technology Requirements for technology coordinators. This information comes two weeks earlier than scheduled and has been posted so users may begin configuring technology systems for test administration and prepare questions for the [2018 ISA specific webinar](#)  (https://register.gotowebinar.com/register/7044405360855676417) at **1:30-3:30 p.m. on Feb. 23**.

Review the [2018 ISA 101 Presentation](#)  (/Documents/2018-ISA-101.pdf) for the ISA calendar of events. **NOTE:** 2017 ISA user accounts were purged from the system. User accounts for 2018 will be created from administrator and ISA test coordinator data in EPS and loaded into ISBE-Teach on Feb. 22. See slide 18 of the [presentation](#)  (/Documents/2018-ISA-101.pdf) to find directions on how to update the EPS data. Also, look for the welcome email from noreply@ileducates.org. Send any questions to assessment@isbe.net (mailto:assessment@isbe.net).

SCHOOL SAFETY

Upcoming School Safety Conference

The Illinois State Board of Education, Illinois Emergency Management Agency, Facility Engineering Associates P.C., Lake Forest Elementary School District 67, Township High School District 211, Illinois School Resource Officers Association, Archdiocese of Chicago Office of Catholic Schools, and Proviso Area for Exceptional Children are hosting a conference from **7:30 a.m. to 4 p.m. on April 18** in Mount Prospect. The conference intends to heighten safety awareness by gathering experts in the field of school safety and crisis prevention. **At no cost to attendees**, school and district administrators can learn how to enhance the safety and security of school facilities on a day-to-day basis and long term. This vital information will be practical and easy to apply, and there will be ample time for questions.

Registration is open through April 9. [Register and view additional information](https://www.feapc.com/2018-school-safety-conference/) (https://www.feapc.com/2018-school-safety-conference/). When registering, please provide the name of your school or agency, along with your name, phone number, and email address. Registration is limited to four (4) people per department or school. If you need to bring more than four individuals, please call Randy Braverman at (224) 578-0484.

WELLNESS PROGRAMS

Reminder to Complete School Health Surveys

Select Illinois school administrators, teachers, and others are being asked to complete surveys to help inform changes in educational practices and policy. The below surveys drive grants and projects funded by other agencies that are invested in our students. ISBE appreciates your assistance with these surveys.

Illinois School Health Profiles

This survey is sent to a select group of middle and high school administrators and health teachers. In each selected school, one survey is for the principal and one for the lead health teacher. The survey is administered by ISBE every other year per the Centers for Disease Control and Prevention grant related to adolescent health. It assesses school health policies and practices in Illinois and all other states. The survey is a paper survey. Booklets were mailed by ISBE to the selected schools last month. If your school was selected and your school principal and/or health teacher has not yet completed the survey, please submit the survey as soon as possible.

Education and health officials use the Profiles data to identify professional development needs, plan and monitor programs, support health-related policies and legislation, and seek funding. For more information on the Profiles survey, contact ISBE Principal Consultant Jessica Gerdes at Jgerdes@isbe.net (mailto:Jgerdes@isbe.net) or (312) 814-2220.

Illinois Youth Survey

The Illinois Youth Survey (IYS) is a statewide adolescent survey offered every two years, at no cost to schools, through a contract between the Illinois Department of Human Services and the University of Illinois' Center for Prevention Research and Development. The IYS is used by hundreds of schools biennially to gather local data to address local issues and justify new and existing student support resources. The IYS is one of the resources listed on the ISBE website to gather school- and district-level information to guide a [Comprehensive System of Learning Supports](/Pages/Learning-Supports.aspx) (/Pages/Learning-Supports.aspx). IYS data help schools assess needs, track progress, evaluate student support services, and support grant applications with community partners. The IYS also gives schools and districts the option to add up to 30 questions of their own to collect any priority information not included on the IYS.

Schools can [register now to gather data from eighth, tenth, and twelfth grade students](http://iys.cprd.illinois.edu/register) (<http://iys.cprd.illinois.edu/register>) during the current IYS survey period through May 2018. Each school chooses an administration date anytime between now and May. The IYS is available in the traditional paper/pencil format, as well as online, and is offered in both English and Spanish. Every participating school receives a summary report within six weeks after completed surveys are returned and districts receive a summary based on all participating schools in the district. No individual school or district report will be released publicly without written approval from the school or district administration. For more information, to view the survey questions or sample reports, and to see which schools in your district have registered, visit the [IYS website](https://iys.cprd.illinois.edu/) (<https://iys.cprd.illinois.edu/>), email cprd-iys@mx.uillinois.edu (mailto:cprd-iys@mx.uillinois.edu), or call (888) 333.5612 and ask to speak to an IYS Coordinator.

National Youth Tobacco Survey

The CDC conducts the National Youth Tobacco Survey (NYTS) in a selected number of schools throughout the country. This year, 21 schools in Illinois are among the 315 schools randomly selected across the U.S. The NYTS is an ongoing survey of students in grades 6-12 that gathers information on prevalence of use of cigarettes and other tobacco products, media and advertising, minors' access and enforcement, school curriculum, secondhand smoke exposure, and cessation. Each cycle has produced valuable data regarding students' knowledge of and attitudes toward tobacco and their exposure to influences that promote or discourage tobacco use. Such data may be behind the recent decline in smoking by youth. Data collection will occur March through May 2018. Questionnaires are administered by specially trained field staff during one normal class period. The data is compiled into a national survey. No state, county, city, school district, school, or student will be identified in any published reports. To obtain additional information call the NYTS line at (800) 675-9727 or contact shu@cdc.gov (mailto:shu@cdc.gov).

FY 2018 Healthy Communities Incentive Grant RFP Released

The Request for Proposals (RFP) for [Fiscal Year 2018 Healthy Communities - Non-school Districts](/Pages/Healthy-Community-Investment-Grants.aspx) (/Pages/Healthy-Community-Investment-Grants.aspx) has been released. Proposals are due to ISBE no later than **3p.m. Feb. 26**. Please contact Kristy Jones at kjones@isbe.net (mailto:kjones@isbe.net) if you have questions.

Tips to Help Slow the Spread of the Flu

Seasonal influenza continues to cause disruption in Illinois schools and workplaces. A number of schools have asked ISBE for guidance on when a school should be closed due to a high number of students and/or staff absent with the flu. There is no uniform recommendation on school closures related to influenza.

This question was posed to members of the Committee on School Health of the American Academy of Pediatrics recently through its listserv. The Committee provided a succinct recommendation with rationale:


“The consensus has been that schools should remain open regardless of absences as long as the administration was able to staff schools sufficiently, from substitute teachers to nurses to custodians, to keep schools safe. The rationale is that the children and staff were already a ‘contaminated’ or exposed population. If schools are closed, this group would likely not stay home, but would rather head to the malls and/or other public venues or visit friends’ houses thereby exposing more vulnerable people, i.e., the young and the elderly. By keeping schools open, even with high absenteeism, we are keeping those kids together, instead of out roaming and exposing the vulnerable members of our society. While in school, we are also able to remind them to wash their hands frequently, to keep their hands away from their faces, to dispose tissues properly, and not to share personal items. That, therefore, is the advice I give my superintendents. Keep schools open as long as you can adequately staff them.”


The U.S. Centers for Disease Control and Prevention offers these [tips on how to clean and disinfect schools to help slow the spread of flu](https://www.cdc.gov/flu/school/cleaning.htm) (<https://www.cdc.gov/flu/school/cleaning.htm>). Share tips with your custodial and school administrative services.

Schools may wish to contact their local health department for further guidance.

EDUCATION TECHNOLOGY

Ed360 Statewide District Invitation

Ed360 delivers the data ISBE collects year-round securely back to educators in an easy-to-use, mobile-friendly interface that utilizes role-based access and follows Family Educational Rights and Privacy Act guidelines. For more information, view the [one-pager](#)  (/Documents/One-PageExSum_EarlyAdopterFeedbackShapesFutureEd360.pdf) or visit the [Ed360 webpage](#) (/ed360).

To enroll your district in Ed360, follow the [Opt-In Guide](#)  (/Documents/opt_in_guide.pdf) and customize your users and roles. You will receive an invitation to join a webinar after you opt in.

Please note, to participate in Ed360, you must have an email address host by G Suite for Education, the bundle of apps offered free by Google. Ed360 uses single sign-on technology. Ed360 users sign on with their existing G Suite for Education credentials. (Contact your Learning Technology Center at ltcillinois.org (<http://ltcillinois.org/>) if you do not yet have G Suite for Education. Districts do not have to utilize Google services.)

Additionally, make sure you have submitted complete and up-to-date information in ISBE’s Employment Information System (EIS). Ed360 automatically grants the appropriate level of secure access to student data based on users’ roles in EIS.

If you have any questions, please send them to ed360@isbe.net (<mailto:ed360@isbe.net>).

Upcoming E-Rate Workshop for Technology Infrastructure Funds

The Learning Technology Centers are hosting hands-on E-rate 471 Workshops statewide to assist districts in leveraging federal funds for technology infrastructure purchases. These offerings will provide step-by-step support to applicants looking to complete the form by the deadline on **March 22**. Visit the [E-rate webpage](http://www.ltcillinois.org/) (<http://www.ltcillinois.org/>) for more information and registration.

FUNDING & DISBURSEMENTS

New Census Estimates for FY 2019 Title I Low Income

The U.S. Department of Education has released the Small Area Income and Poverty Estimates (SAIPE) for income year 2016. These estimates will be used to calculate fiscal year 2019 Title I allocations. A file of [2016 Poverty Data by Local Education Agency \(LEA \(/Pages/Census-Estimates-FY19.aspx\)\)](#) is provided in an alphabetical listing of LEAs, Poverty Count, 5-17 Population, and Poverty Percentage.

With this data, LEAs can determine their potential eligibility for Basic, Concentration, Targeted and Education Finance Incentive grants (EFIG).

Basic Grant eligibility: An LEA must have at least 10 children in poverty and the number of children in poverty must be greater than 2 percent of the LEA population of children ages 5-17.

Concentration Grant eligibility: An LEA must have at least 6,500 children in poverty or the number of those children exceeds 15 percent of the total 5-17 population.

Targeted Grant and EFIG qualifications: An LEA must have at least 10 children in poverty and that number must be at least 5 percent of the 5-17 population.

The [Census Bureau](https://www.census.gov/programs-surveys/saipe/about.html) (<https://www.census.gov/programs-surveys/saipe/about.html>) provides various aspects of the SAIPE count, including the data sources and methodology used to prepare these data. We will be using the 2016 data to calculate school year 2018-19 Title I, Part A allocations because they are the most recent available data.

Superintendents, business managers, and Title I directors should carefully examine the data for their LEA, as this will be the first indication as to whether your LEA may be gaining or losing in eligibility for Title I funds in FY 2018. ISBE neither controls nor generates the data. The [challenge period](https://www.census.gov/programs-surveys/saipe/about/contact/challenges.html) (<https://www.census.gov/programs-surveys/saipe/about/contact/challenges.html>) for the 2016 estimates ends Feb. 28, 2018.

Note that this preliminary data does not include other non-census information, such as foster, neglected, or delinquent counts that may be used to calculate Title I allocations.

If you have questions, please contact Beth Minder in the Division of Funding and Disbursements at eminder@isbe.net (<mailto:eminder@isbe.net>) or (217) 782-5256.

EARLY CHILDHOOD EDUCATION

Call for Evaluators – Early Childhood Education Request for Proposals

Please complete the [survey to apply as an evaluator](https://isbe-my.sharepoint.com/:x:/r/personal/mpolly_isbe_net/_layouts/15/WopiFrame.aspx?guestaccesstoken=Nako9VudKpAKDNzKdQ%2bjc4FKyODrmf9y3h4n1rvmSpQ%3d&docid=1_13713273979bd48e094b00abda80e3450&wdFormId=%7b7B7F84F6-1C27-4FAA-B6BC-D93F12B5EDF7%7d&action=formsubmit) (https://isbe-my.sharepoint.com/:x:/r/personal/mpolly_isbe_net/_layouts/15/WopiFrame.aspx?guestaccesstoken=Nako9VudKpAKDNzKdQ%2bjc4FKyODrmf9y3h4n1rvmSpQ%3d&docid=1_13713273979bd48e094b00abda80e3450&wdFormId=%7b7B7F84F6-1C27-4FAA-B6BC-D93F12B5EDF7%7d&action=formsubmit) for the following RFPs: Prevention Initiative Birth to Age 3, Preschool for All Ages 3-5, Preschool for All Expansion Model State. In submitting this application, you are volunteering time and expertise to complete the evaluation of approximately 10 to 20 proposals. Questions may be forwarded to the Early Childhood Division at earlychi@isbe.net (<mailto:earlychi@isbe.net>).

Webinars for Professional Development

ISBE's Early Childhood Professional Development projects have been offering webinars for several years. STARNET provided 57 webinars with 1,719 participants in the 2016-2017 grant year. Please check out our current webinars and workshops in the [statewide calendar](https://drive.google.com/file/d/0Bzm_3Jr5ZB6udExUV1ZxUmZwWmVQUVRSc0YwWDBWTjdyRkR3/view) (https://drive.google.com/file/d/0Bzm_3Jr5ZB6udExUV1ZxUmZwWmVQUVRSc0YwWDBWTjdyRkR3/view) of events.


The Center: Early Childhood Professional Learning (ECPL) scheduled a series of webinars ([Competency Webinars](http://conta.cc/2G6jpcW) (<http://conta.cc/2G6jpcW>)) based on the leader competencies identified in the National Association of Elementary School Principals book, *Leading Pre-K-3 Learning Communities*.

Leader Learning Exchange workshops ([Leader Learning Exchange](http://conta.cc/2F4EVxt) (<http://conta.cc/2F4EVxt>)) will be offered in Arlington Heights, West Chicago, and Bloomington.

ECPL, in collaboration with the Illinois Principals Association and Illinois STARNET, is offering online [Administrator Academies on early childhood topics](https://accounts.google.com/signin/v2/identifier?service=wise&passive=1209600&continue=https://drive.google.com/file/d/0B2SycMsishjGeUZVUzU4SDRnVXJ1eFRDWnotU0pZUUtDcWNV/view?usp%3Ddrive_web&followup=https://drive.google.com/file/d/0B2SycMsishjGeUZVUzU4SDRnVXJ1eFRDWnotU0pZUUtDcWNV/view?usp%3Ddrive_web&flowName=GlifWebSignIn&flowEntry=ServiceLogin) (https://accounts.google.com/signin/v2/identifier?service=wise&passive=1209600&continue=https://drive.google.com/file/d/0B2SycMsishjGeUZVUzU4SDRnVXJ1eFRDWnotU0pZUUtDcWNV/view?usp%3Ddrive_web&followup=https://drive.google.com/file/d/0B2SycMsishjGeUZVUzU4SDRnVXJ1eFRDWnotU0pZUUtDcWNV/view?usp%3Ddrive_web&flowName=GlifWebSignIn&flowEntry=ServiceLogin). Upcoming academies will cover ECERS-3, Early Childhood Inclusion, Multi-Tiered System of Supports in Early Learning Environments, and Leadership Strategies for Adopting the Pyramid Model with Fidelity.

Upcoming ECE Science Workshop

STARNET Region II is hosting a training on **March 14** in Glendale Heights on the topic of science in the early childhood classroom. It is easy for teachers to be intimidated by the topic of science, but the reality is that young children do not need explanations on why magnets stick together or what goes on inside a cocoon. Young preschool scientists need adult learning partners who will be curious with them, help them notice everyday things, and think and talk about what they find. In this session, we will explore how activities as simple as looking at a tree trunk or wondering about a mud puddle can build science skills as well as skills crucial to being a lifelong learner. Participants will gain knowledge about how children “think like scientists” – observing, asking questions, investigating, analyzing, and communicating what they learn to others.

Full details and registration information  (<http://www.thecenterweb.org/starnet/pdfs/calendar1.pdf>) are available.


CHARTER SCHOOLS

Charter Schools Program – QSO – Cohort III RFP Re-Opened Feb. 1

The Charter Schools Program - QSO Program Design and Initial Implementation

Request for Proposals (RFP)-Cohort III was re-opened to applicants as of Feb. 1, through ISBE's IWAS system for a period of 30 days.


All responses must be submitted electronically to ISBE by **4 p.m. on March 5**. This grant opportunity can provide up to \$950,000 to new charter school development teams to aid with design of the charter school and the initial implementation costs during the first two years of operation.

Any applicants interested in applying will need to submit the [Letter of Intent to Apply form](#)  (/Documents/43-48A_FY18_Charter_Intent_to_Apply.pdf) in order to gain electronic access to the RFP. Further grant eligibility information can be found on the [grants webpage](#) (/Pages/csGrantsRfps.aspx).

If you have questions, please email charter@isbe.net (mailto:charter@isbe.net) or call Charter Schools at (312) 814-2220.

TEACHING & LEARNING

Seeking Participants for Illinois Teach to Lead Summit

The second [Illinois Powered by Teach to Lead Summit](https://www.youtube.com/watch?v=dPBQOZADrMg)  (<https://www.youtube.com/watch?v=dPBQOZADrMg>) will take place in Wheaton on **April 19-20** and is a result of collaboration between the Illinois Teacher Leadership Network, the U.S. Department of Education, National Board, Association for Supervision and Curriculum Development, and Delta Kappa Gamma-Illinois. This is an incredible opportunity for teachers to develop concrete plans to solve local issues in their districts and a powerful way for schools to spotlight groundbreaking teacher-led work.

Space is limited for each summit, so idea submissions will be reviewed and invitations for participation (with registration details) will be emailed to those accepted. Please read the criteria carefully before submitting your idea. Idea submissions are due by 11:59 p.m. on Feb. 16. To view the submission criteria and submit an idea, visit <https://www.surveymonkey.com/r/2018IllinoisSummit> (<https://www.surveymonkey.com/r/2018IllinoisSummit>).

If you have further questions about this opportunity, please contact Dr. Debra LeBlanc at dleblancedd@gmail.com (<mailto:dleblancedd@gmail.com>).


RULES & WAIVERS

Invitation to Comment on Rules

One set of proposed amendments recently reviewed by ISBE is now available for public comment. The proposal and a summary of the issues involved are available under [Proposed Rules and Amendments](/Pages/Rules.aspx) (</Pages/Rules.aspx>). Please submit any comments or suggestions to rules@isbe.net (<mailto:rules@isbe.net>). The public comment period ends **March 19**. The rulemaking is Part 203 (Low Income Students Funds Plans).

NUTRITION PROGRAMS

Guidance Issued on Market Basket Analysis for Procurement Procedures

On Jan. 17, the U.S. Department of Agriculture's Food and Nutrition Service (FNS) issued the "[Market Basket Analysis When Procuring Program Goods and Modifying Contracted-For Product Lists](https://fns-prod.azureedge.net/sites/default/files/fdd/FD-144-market-basket.pdf)"  (<https://fns-prod.azureedge.net/sites/default/files/fdd/FD-144-market-basket.pdf>) **policy memo. The memo (FD-144, SP 04-2018, SFSP 01-2018, CACFP 04-2018) is intended to assist** program operators in the National School Lunch Programs, School Breakfast Programs, Summer Food Service Programs, Child and Adult Care Food Programs, and Food Distribution Programs (collectively referred to herein as "Programs"). **The memo outlines the acceptable procedures for awarding a contract based on a practice sometimes called "market basket." Market basket is a process** of awarding contracts based on an evaluation of the lowest price a vendor can offer for a representative sample of goods the Program operators wish to obtain. From the memo:

"In this memorandum, FNS provides clarity as to how to ensure this evaluation and award process is compliant with the Federal procurement standards. Program regulations at 7 CFR 210.21, 215.14a, 220.16, 225.17, 226.22, and 250.4(d) direct Program operators to comply with procurement requirements as outlined in those parts. In addition, all procurements should be undertaken consistent with State and local requirements, and may benefit from consultation with State agency and local counsel.

“Program operators must also comply with the requirements of 2 CFR Part 200, which include procurement standards required for all federal awards to non-federal entities. Evaluating the price on *all* goods, either as an aggregate (bottom line or total cost) or by line item, is the preferred method of awarding a contract. However, we recognize price analysis can be simplified and a valid price analysis can still be achieved when only the bottom line costs of major items are totaled to determine lowest price between bidders. As always, consistent with 2 CFR 200.320, all contracts must be awarded to responsive and responsible contractor(s), price must be the primary factor when evaluating bids and proposals, and contracts must be awarded to the lowest bid or proposal most advantageous to the Program.

“FNS is also aware of Program operators purchasing additional goods from the contractor with which they have a contract without using any of the approved procurement methods in 2 CFR 200.320. An example of this practice is the addition of new goods after a competitive solicitation was published and a contract was awarded. This guidance and the attached questions and answers address these practices.”

Contact ISBE's Nutrition Division at (800) 545-7892 if you have questions.

Promote Healthy Eating Habits Early With National CACFP Week

Help the Illinois State Board of Education celebrate National Child and Adult Care Food Program (CACFP) Week, which is set for March 11-17. ISBE administers the child portion of CACFP, which is funded by the U.S. Department of Agriculture. (The adult care portion of the CACFP is administered by the [Illinois Department on Aging](https://www.illinois.gov/aging/CommunityServices/Pages/Child-and-Adult-Care-Food-Program-%28CACFP%29.aspx) (<https://www.illinois.gov/aging/CommunityServices/Pages/Child-and-Adult-Care-Food-Program-%28CACFP%29.aspx>).)

CACFP provides aid to child and adult care institutions and family or group day care homes for the provision of nutritious foods that contribute to the wellness, healthy growth, and development of young children, and the health and wellness of older adults and chronically impaired disabled persons. [Read more on the USDA website](https://www.fns.usda.gov/cacfp/child-and-adult-care-food-program) (<https://www.fns.usda.gov/cacfp/child-and-adult-care-food-program>).

National CACFP Week is sponsored by the [National CACFP Sponsors Association](https://www.cacfp.org/news-events-conferences/national-cacfp-week/cacfp-week-providers-challenge/) (<https://www.cacfp.org/news-events-conferences/national-cacfp-week/cacfp-week-providers-challenge/>). The website features a variety of resources to mark the special week, including a sample news release and a social media toolkit (#cacfpweek) to help promote CACFP. There is also the [CACFP Week Providers Challenge](https://www.cacfp.org/news-events-conferences/national-cacfp-week/cacfp-week-providers-challenge/) (<https://www.cacfp.org/news-events-conferences/national-cacfp-week/cacfp-week-providers-challenge/>) and [CACFP Week Celebration & Awareness Toolkit](https://www.cacfp.org/files/9915/1674/8982/CACFP_Week_2018_Guide_cacfp.org.pdf) 📄 (https://www.cacfp.org/files/9915/1674/8982/CACFP_Week_2018_Guide_cacfp.org.pdf).

For more information about CACFP in Illinois, [visit ISBE online](#) (/Pages/Child-Adult-Care-Food-Program.aspx) or call the Nutrition Division at (800) 545-7892.

GRANT ACCOUNTABILITY TRANSPARENCY ACT

Required FY 2018 Grantee Periodic Performance Reports

Periodic performance reports are required for all fiscal year 2018 grants administered by the State of Illinois unless specifically exempted. Exempted ISBE programs include Evidence-Based Funding, Mandated Categoricals, and Drivers Education.

The reports include information on the accomplishment of deliverables described in the grant, the status of performance measures, and the alignment of accomplishments to date with spending to date. Reports are due quarterly except in cases where responses to programmatic risk assessments indicated the need for monthly reporting. ISBE has implemented the periodic performance reporting requirement through an IWAS-based system called the **Grant Periodic Reporting System**.

Outstanding first quarter reports are past due. Second quarter reports are due now. Please submit your reports for those periods ASAP if you have not yet done so.

NOTE: This performance reporting is **in addition to** the regular fiscal reporting done through the Electronic Expenditure Reporting system.

To learn more about the new reporting system and your obligations, please view the recorded webinar that can be found in the "What's New?" section on ISBE's [GATA webpage](#) (/Pages/Grant-Accountability-and-Transparency-Act.aspx). Questions may also be submitted to the ISBE GATA administration staff at GATA@ISBE.net (mailto:GATA@ISBE.net).

IN BRIEF

Upcoming Events

- February is **Career and Technical Education Month®**. This is a great opportunity to highlight the work of students and teachers, and celebrate the value of career and technical education. Share your CTE stories by using #CTEMonth. Find [resources from the Association for Career and Technical Education](#) (<https://www.acteonline.org/general.aspx?id=2722#.WoRe8K6nFhH>) here.
- The **Illinois Global Scholar Student Summit** will held on March 3 at the I Hotel in Champaign. The theme of the summit is "The Power of Perspective." Students and educators attending will have opportunities to develop global competencies, recognize the perspectives of self and others, and sharpen social-emotional learning skills. [Registration now available](#) (<http://global-illinois.org/champaignsummit/>). Contact Seth Brady at sbrady@global-illinois.org (mailto:sbrady@global-illinois.org) with any questions.
- Plan something special for **School Lunch Hero Day (May 4)** and **School Nutrition Employee Week (May 7-11)** (<https://schoolnutrition.org/SLHD/SamplePressReleaseProclamation/>)!

Recognition Opportunities

- The Illinois Department on Aging is accepting nominations for the **2018 Senior Illinoisans Hall of Fame**, an annual event recognizing exceptional individuals over 65 who have positively influenced Illinois communities. One of the four categories is Education. For more information and the nomination form, please visit Illinois Department on Aging's [Hall of Fame page](#) (<http://www.illinois.gov/aging/HallofFame/Pages/default.aspx>).

Administrator Recognition

- Congratulations to **Amy Quattrone of Westmont Junior High School**, who was named 2018 Illinois Assistant Principal of the Year by the Illinois Principals Association!
- Congratulations to **Paul Kelly of Elk Grove High School**, who was named 2018 Illinois High School Principal of the Year by the Illinois Principals Association!

Student Opportunities

- The American Bar Association's Young Lawyers Division is hosting the **2018 Law Day Art Contest** (https://www.americanbar.org/groups/young_lawyers/initiatives/law_day_art_contest.html) for high school students. Participants are asked to create an art piece exploring the theme "Separation of Powers: Framework for Freedom." The deadline to submit is March 31.
- The Federal Bar Association and Federal Judges' Association is sponsoring a **nationwide civics essay/video contest** (http://www.fedbar.org/Outreach/Inaugural-Civics-Essay-Contest_1.aspx) for high school students. This year's topic is on the "14th Amendment – What Does Equal Protection Mean for Students?" The deadline for submissions is 11:59 p.m. on Feb. 28.

ISBE Employment Opportunities

Watch for ISBE career opportunities and find instructions for applying at [Careers at ISBE](#) (<http://www.isbe.net/Pages/Careers-at-ISBE.aspx>).

