

MESSAGE FROM THE SUPERINTENDENT


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October 24, 2017



We all know that ensuring the whole child, the whole school, and the whole community is healthy requires more than any one of us can do alone. Each of you do so much individually every day.

Together you work in teams during school, outside of the school day, and over the summer to build relationships with students and help them succeed. I've been fortunate to see educators, school staff members, and school and district leaders creating and implementing systems that engage, challenge, and inspire students. I've seen community volunteers empowered to invest in the future of our state. Public, private, and philanthropic partnerships are crucial to creating as many opportunities as possible for all students to thrive.

I really enjoy (and believe it's critical to help change the narrative about our public schools) celebrating all those in our communities who do so much to improve the lives of students. I am excited to have the opportunity this Saturday, Oct. 28, to honor [235 outstanding Illinois classroom teachers, educational leaders, and support personnel](#) 

(/Documents/2017-those-who-excel-recipients.pdf) at the 42nd annual Those Who Excel/Teacher of the Year Banquet.

The Those Who Excel awards recognize individuals and teams for their invaluable contributions to their schools and communities. We present Special Recognition, Meritorious Service, and Excellence awards across multiple categories, including classroom teacher, school administrator, student support personnel, and community volunteer.

For example, Maria Diaz, an instructional aide for students with special needs at Raymond Ellis Elementary School in Round Lake Area Schools CUSD 116, learned how to overcome obstacles at a young age when her parents immigrated to the United States. Maria works very closely with classroom teachers and service providers to help educate the whole child and has become indispensable to the school community. Melinda Schuldt received speech therapy as a first-grader and remembers the difference her therapist made in the improvement of her communication skills and in helping her develop a love for learning. Now as a speech/language therapist at Mary Endres Elementary School in Woodstock CUSD 200, Melinda has helped students develop self-confidence and inspired their own love for learning. Antonette Minniti, a guidance counselor at William Fremd High School in Township High School District 211, works to create a caring school culture that supports students in confronting challenges so they can reach their fullest potential.

There are so many remarkable examples of collaboration in the service of students across the state. The Literacy Department Leadership Team in Springfield School District 186 has empowered all district educators to become expert literacy leaders by targeting teacher

training, implementing effective literacy teaching strategies, and providing feedback to classroom teachers, administrators, and resource

Quick Links

- [Those Who Excel Every Student Succeeds Act](#)
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staff. The Summer Reading Program Team at Oregon Elementary School in Oregon CUSD 220 created a plan to address students' loss of reading skills over the summer. Students chose eight books at their instructional reading level, which teachers volunteered to mail to them. In the pilot year, 85 percent of the students who read eight books over the summer retained or grew in reading skills based upon guided reading scores.

Energized community volunteers contribute to our schools in significant ways every day. Maggie Testore developed and implemented the Cats and Dogs after-school tutoring program at Beye Elementary School in Oak Park Elementary School District 97. Elementary school students work with high school student tutors and build bonds that extend far beyond the classroom. Debbie Sasse has served on the Stillman Valley High School's Parent Advisory Council in Meridian CUSD 223 and is credited with the success of several initiatives, including the implementation of weighted grades for AP and college-level courses. Her love of the Spanish language and culture inspired her and her husband to donate an entire iPad lab to the school's Spanish Department.

I look forward to celebrating these and other school and community leaders at the Those Who Excel banquet. Join me in spreading the word about the great work of these award recipients by sharing your photos and posts on social media with #ThoseWhoExcel. We will name the 2018 Teacher of the Year at the end of the banquet.

This past month, we have thanked our principals for creating the conditions for students to thrive in our schools. As we reach the end of National Principals Month, I encourage you to watch [this moving video](https://www.youtube.com/watch?v=x_x-w993mlg) (https://www.youtube.com/watch?v=x_x-w993mlg) from the Illinois Principals Association that highlights the dedication and fearless leadership of principals across the state.

I also encourage you to make a specific difference for a student who needs that extra support today! Thank you for all you do.

Take care,

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) (https://www.isbe.net/Pages/ISBE-Meetings.aspx) or call the Illinois State Board of Education at (866) 262-6663.

Oct. 25-27: [Sharing A Vision conference](http://sharingavision.org)
(http://sharingavision.org)

Oct. 28: [2017 Those Who Excel banquet](https://www.isbe.net/Pages/Those-who-excel.aspx)
(https://www.isbe.net/Pages/Those-who-excel.aspx)

Oct. 31: Deadline to submit FY 2018 School District Budget/Joint Agreement Forms

Nov. 1: Deadline to submit EIS SY 2018 data for 5Essentials Survey email addresses, EIS Employment and Position records, and Noncertified Staff aggregated FTE counts

Nov. 8: [FY 2019 Public Budget Hearing in Mt. Vernon](https://www.isbe.net/budget)
(https://www.isbe.net/budget)

Nov. 9: Deadline to submit 2017-18 Unfilled Positions Survey in IWAS

Nov. 10: ISBE offices closed for Veterans' Day

Nov. 15 - Jan. 18: [5Essentials survey window](https://www.isbe.net/Pages/5Essentials-Survey.aspx)
(https://www.isbe.net/Pages/5Essentials-Survey.aspx)

Nov. 15: Deadline to submit Nonpublic Registration, Enrollment, and Staff Report in IWAS

Nov. 15: Deadline to submit Limitation of Administrative Costs Worksheet

Nov. 17: [Illinois State Board of Education meeting](http://www.isbe.net/Pages/Illinois-State-Board-of-Education-Calendar.aspx)
(http://www.isbe.net/Pages/Illinois-State-Board-of-Education-Calendar.aspx)

Nov. 23-24: ISBE offices closed for Thanksgiving holiday
Nov. 30: FY 2018 NCLB/ESSA Monitoring Instrument due in IWAS

Nov. 30: FY 2018 NCLB/ESSA Title I Comparability Analysis due in IWAS

Dec. 12: [Deadline to submit Arts Education Week Posters](https://www.isbe.net/Documents/IAEW-CONTEST-FORM.pdf)
(https://www.isbe.net/Documents/IAEW-CONTEST-FORM.pdf)

Dec. 13: [Illinois State Board of Education meeting](https://www.isbe.net/Pages/Illinois-State-Board-of-Education-Calendar.aspx)
(https://www.isbe.net/Pages/Illinois-State-Board-of-Education-Calendar.aspx)

Education-Calendar.aspx)

Dec. 25: ISBE offices closed for Christmas Day

Jan. 1: ISBE offices closed for New Year's Day

Jan. 12: Postmark deadline for waiver applications to be considered by the General Assembly in Spring 2018

Jan. 15: ISBE offices closed for Martin Luther King, Jr. Day

Jan. 17: [Illinois State Board of Education meeting](https://www.isbe.net/Pages/Illinois-State-Board-of-Education-Calendar.aspx)
(<https://www.isbe.net/Pages/Illinois-State-Board-of-Education-Calendar.aspx>)

Feb. 1: Teacher Salary Study window closes

Feb. 1: Non-Certified Staff Salary Study window closes

March 12-18: 2018 Illinois Arts Education Week

THOSE WHO EXCEL

Meet Teacher of the Year Finalist Morgan Teske



Morgan Teske teaches students with special needs at East High School in Rockford Public School District 205. He has been in this position for 10 years and has been teaching for 15 years.

Morgan's interest in how groups of people with similar and varied interests work together to reach a common goal led him to achieve an undergraduate degree in communications. He appreciated the educational experiences he gained while in college, but he had no idea what type of career he wanted to pursue. An opportunity to be a full-time substitute teacher for students with behavioral and emotional challenges gave Morgan a whole new perspective -- and a career he had never considered became a career he fully embraced.

What Morgan lacked in teaching experience, he made up for with enthusiasm and determination. He firmly believed he needed to form relationships with his students in order to be truly effective. Morgan says his first students taught him more than he'd ever imagined. He also learned from his colleagues, and he was fortunate to have mentors who encouraged and inspired him.

Morgan earned his teaching certification and a master's degree, both of which further enforced his belief in lifelong learning. He also draws on the lessons he gained from supportive teachers and mentors. He is committed to offering that same high level of collaboration and support to the teachers and students he mentors.

Morgan is a tireless advocate for students. His understanding of his students as individuals who learn in their own way helps him demonstrate the effectiveness of differential teaching. He works closely with other teachers and leads them in new ways to provide differentiated lessons to best help all students succeed.

At the core of everything Morgan does is his deep belief in the importance of building strong, lasting relationships with his students to best provide them with the tools they need to learn and grow. His nominator wrote that "Morgan is the 'glue' that connects our special education team to our academy teams. Without him, our school environment would be greatly impacted."

He has helped other teachers understand that while some students may appear to be intentional non-learners, often it is a case of being misunderstood or exhibiting the defense mechanisms they have developed to combat frustration. Morgan makes learning fun, and he keeps students focused. One of his students shared this about his learning experience in Morgan's classroom: "Before taking English II this year, I was never excited about reading, but I looked forward to taking his class every day and diving into the reading." Morgan's supportive, positive, caring personality helps students feel engaged and connected to learning.

Morgan's influence is also felt in the community outside of the school walls. He works with families and community members to find job-share opportunities to help build students' life skills that are applicable in the real world. He makes the time to work one-on-one with students struggling to master grade-level skills or feeling lost in a world of test scores and expectations. Morgan's ability to remain upbeat

and optimistic helps students believe in themselves and their abilities. A colleague summed up Morgan's skills by saying, "I know how much of his blood, sweat, and tears goes into producing our future's workers, mothers, fathers, and contributing members of our community and society."

Morgan is one of our 10 finalists for Illinois Teacher of the Year, who we will name at the Those Who Excel banquet in Normal on October 28.

EVERY STUDENT SUCCEEDS ACT

ESSA Update

The ESSA State Plan for Illinois identifies three areas in which stakeholders will provide recommendations to ISBE. These areas include recommendations for a P-2 Indicator, an Elementary/Middle Level Indicator, and definitions for the College and Career Readiness Indicator. These three indicators are categorized for the purpose of ESSA as "school quality" or "student success" indicators. ESSA requires, in addition to the mandatory academic indicators (e.g., academic attainment in ELA and math, EL proficiency, growth in third through eighth grade, and graduation rate in high school), that each student success or school quality indicator must allow for meaningful differentiation in school performance, be valid and reliable, be used within each grade span, be comparable and applicable statewide, and be measured and reported annually for all students and disaggregated by sub-group. In addition, other indicators include a climate survey, chronic absenteeism, and the fine arts.

The work of the P-2 and Elementary/Middle Level Indicator Committee, made up of practicing educators, regional superintendents, and individuals from other educational advocacy groups, was initiated in early summer 2017. The principles that the groups identified include creating a continuum of accountability, promoting that the selected metrics should drive positive educational practice, acknowledging the potential burden of data collection for districts and schools, and being humble when examining metrics insofar as there is not a great deal of previous work upon which to build.

In the case of the former, areas of study thus far include access to social and emotional development, support for kindergarten transition, teacher retention, and teacher/student ratio, among others. In particular, the committee is carefully considering access to enrichment, dual language learners, and chronic absenteeism.

In the case of the latter, areas of study thus far include access to extracurricular activities, parent and community involvement, service learning experience, access to the fine arts, and access to world languages, among others. During the summer, the Elementary and Middle Level group rank ordered the value of each indicator. At that time, attendance, grade readiness, access to acceleration, and access to high-quality teachers were identified as most valued.

Both groups have also utilized supports from outside experts throughout development. For instance, the Elementary/Middle Indicator Committee utilized the expertise at the California Department of Education when considering social and emotional learning as well as that of the University of Chicago and a local superintendent when contemplating on-track and high school readiness. The P-2 Indicator group is working with staff from the REL Midwest and Bellwether Educational Partners to develop briefs on areas of interest for inclusion within the indicator.

The College and Career Ready Indicator Committee, whose members include practicing educators as well as members of the business and civic communities, is using the Postsecondary and Workforce Readiness Act as a foundation to ensure that the extant definitions in the act do not contradict or conflict with the work occurring with the indicator. For instance, the group is developing initial definitions of work-based learning, industry credential, military service, and community service, among others. This work is led by the Education Systems Center at Northern Illinois University.

The ESSA State Plan for Illinois specifies that all committee recommendations will be shared with ISBE no later than December 31, 2017. Once submitted to ISBE, these recommendations will be shared for public comment in early 2018.

BUDGET AND FINANCE

Evidence-Based Funding Enrollment Data Verification Process to Begin Next Week

Save the date for a webinar on **Thursday, Nov. 2, at 1:30 p.m.** to walk through the data verification tool and the data reconciliation process and have questions about evidence-based funding answered. The tool will be available in IWAS on Nov. 1. **ISBE will send out more detailed information at the beginning of next week.**

Each district's Average Student Enrollment for school years 2014-15, 2015-16, and 2016-17 serves as the basis for the evidence-based funding (EBF) formula. Going forward, the traditional annual collection of student enrollment and special education pre-K students via the Student Information System (SIS) and I-STAR will serve as the source of record for EBF. For this first year of EBF, however, ISBE is requesting every school district to verify its enrollment counts explicitly for ISBE to use in determining funding. The funding formula builds upon itself year-over-year, with a district's total EBF funding level for the previous year (Base Funding Minimum and Tier Funding) serving as the Base Funding Minimum (in other words, hold harmless) for the following year. ISBE wants to ensure we have accurate enrollment data, especially in this critical baseline year of the formula.

Thank you in advance for your participation as we work together to ensure this first year of our historic new funding formula is a success and every school district receives complete and accurate EBF amounts as soon as possible.

Upcoming Public Hearings on FY 2019 Budget Recommendations

ISBE is hosting public hearings this fall to gather requests to inform ISBE's FY 2019 budget recommendations for pre-K through 12th-grade educational service providers statewide. All individuals – including those attending a hearing in person – should submit their comments and stories by completing a budget request form (available at <http://www.isbe.net/budget> (<http://www.isbe.net/budget>)) and emailing the form to isbeFY19@isbe.net (<mailto:isbeFY19@isbe.net>).

The two remaining public budget hearings for fiscal year 2019 will take place in:

- **Mount Vernon – Wednesday, Nov. 8,** 4 p.m. to 6 p.m. at Dr. Nick Osborne Primary Center (401 North 30th St.)
- **Chicago – Friday, Nov. 17,** immediately following the Board meeting in Conference Room 16-503 at the Thompson Center (100 W. Randolph St.)

RULES & WAIVERS

Notice of Completed Rulemaking

Please be advised that one set of amendments recently adopted by ISBE became effective September 26. Changes have been posted on the [Rules webpage](#) (/Pages/Rules.aspx). Please choose "Rules Currently in Effect" and scroll to the Part number. Part 228 (Transitional Bilingual Education): See Section 228.10.

GRANT ACCOUNTABILITY TRANSPARENCY ACT

Required FY 2018 Grantee Periodic Performance Reporting

The federal Uniform Guidance and GATA to a large extent are based on risk management and performance improvement. Both of these purposes are served by increased communication and collaboration between grantors and grantees. In recognition of this, both the Uniform Guidance and GATA require periodic performance reporting by grant recipients.

Another goal of GATA is to increase efficiencies by establishing uniform, standard non-redundant processes for the administration of grants. To this end, the Governor's Office of Management and Budget's GATA Unit has developed standard templates and protocols for the submission of 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.

ISBE is implementing the periodic performance reporting requirement through an IWAS-based system that incorporates the required information fields. The new Grant Periodic Reporting System will become available on Thursday, October 26, 2017. Most grant recipients are required to report quarterly. Some will be required to report monthly due to findings of elevated programmatic risk.

Due to the delay in the implementation of the reporting system, the initial FY 2018 reporting period for all ISBE grantees will have a report date of October 31, 2017, and should include all activity from July 1, 2017, through October 31, 2017.

Following this initial reporting period, all reporting periods will be based on calendar quarters or months. Quarterly reports are due within 30 days after the end of the reporting period. Monthly reports are due within 20 days following the end of the month covered by the report.

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 at on the [GATA page \(/Pages/Grant-Accountability-and-Transparency-Act.aspx\)](#). If you have questions after viewing the recorded webinars and visiting the reporting system, please register to participate in the live webinar scheduled for November 1 that will cover the periodic reporting requirements and system as well as the implementation of risk-based conditions and provide a forum for questions. You can [register for the webinar online \(https://register.gotowebinar.com/register/2919081712115746817\)](https://register.gotowebinar.com/register/2919081712115746817). Questions may also be submitted to the ISBE GATA administration staff at [GATA@ISBE.net \(mailto:GATA@ISBE.net\)](mailto:GATA@ISBE.net).

NUTRITION PROGRAMS

Team Nutrition Offer Webinars on Updated CACFP Meal Patterns

Sponsors in the Child and Adult Care Food Program are encouraged to register for free training offered by the U.S. Department of Agriculture's Team Nutrition. The new webinar series, "CACFP Halftime: Thirty on Thursdays," will cover important topics related to the updated meal patterns.

The webinars will be held on the third Thursday of the month. Next up is "Choose Yogurts That Are Lower in Added Sugars" on Nov. 16. A webinar in English will be held from 1-1:30 p.m. Central Time. A Spanish version is offered 2-2:30 p.m. A webinar on "Serving Milk in the CACFP" is slated for Jan. 18.

The webinars are for sponsoring organizations, CACFP providers and program operators, and state agencies. Others who work with CACFP are welcome to attend.

For more information and to register, visit the [CACFP Halftime Webinar page](https://www.fns.usda.gov/tn/cacfp-half-time-thirty-thursdays-training-webinar-series) (https://www.fns.usda.gov/tn/cacfp-half-time-thirty-thursdays-training-webinar-series). All webinars will be recorded and made available at a later date on the [USDA Team Nutrition website](https://teamnutrition.usda.gov) (https://teamnutrition.usda.gov).

Additional resources on the updated meal patterns for CACFP can be found on [ISBE's website](#) (/Pages/Child-Adult-Care-Food-Program-Documents.aspx), under the "Meal Pattern Requirements and Nutrition Information" tab. They include helpful tip sheets on [serving milk](#) (/Documents/serving-milk.pdf), [choosing yogurts](#) (/Documents/choose-yogurts.pdf), [choosing breakfast cereals](#) (/Documents/choose-cereals.pdf), and more.

Reminder: Register for 'Developing an IFB Food Service' Workshops

ISBE's Nutrition and Wellness Programs Division will hold the "Developing an IFB for Food Service" workshop in five locations starting next month. All school food authorities (SFAs) conducting a new procurement or considering contracting for school meal services for the 2018-19 school year are highly encouraged to attend the training. The training is designed to assist SFAs that contract or are seeking to contract for meal services with a food service management company or meal vendor in meeting all requirements associated with the Invitation for Bid and Contract process. Dates and locations offered are:

- Nov. 7 in Effingham
- Nov. 14 in Collinsville
- Nov. 28 in Rolling Meadows
- Nov. 29 in Joliet
- Dec. 5 in Springfield

Registration begins at 8 a.m. on each of the days with training 8:30 a.m. to 4 p.m. To register, visit the [School Nutrition Programs page](#) (/Pages/School-Nutrition-Programs.aspx) and click on the "Training Opportunities" tab to see all upcoming events, as well as archived trainings and webinars.

COLLEGE & CAREER READINESS

New Agricultural Education Three Circle (FFA and SAE) Grant Application Now Available

This grant, new for FY 2018, allows eligible public school districts to pay an additional 60 days (defined as 400 hours) in personal services costs (salary and applicable benefits) to agricultural education teachers outside of their regular teaching duties for the benefit of agricultural education. The initial application for the new Three Circle (FFA and SAE) Grant has been released so eligible districts can indicate if they are interested in participating. Districts interested in applying for this grant should **submit the initial application by Nov. 17** so allocations can be determined and the budget application can be released in a timely manner. If a district is interested in applying and has concerns about the submission timeline, please contact the program consultant as indicated below. Grant information and resources can be found under the [Three Circle Grant](#) (/Pages/Agriculture-Education.aspx) pull-down menu. The recorded webinar, as well as the initial application, can be found at the preceding link. There is also a worksheet, including examples, districts can use with assistance from your [FCAE Program Advisor](#) (http://www.agriculturaleducation.org/ContentFiles/382017101614AM.pdf), as necessary. For program questions regarding this grant, please contact Harley Hepner at hhepenr@isbe.net (mailto:hhepenr@isbe.net) or (217) 524-4832.

Upcoming Webinars for Post-Secondary Workforce Readiness Act – Transitional Math Competencies & Policies

Transitional Math subcommittees have been working to define aspects of the 12th-grade Transitional Math course since the enactment of [HB 5729](http://www.ilga.gov/legislation/publicacts/99/099-0674.htm) (http://www.ilga.gov/legislation/publicacts/99/099-0674.htm), better known as the Post-Secondary Workforce Readiness Act (PWR-Act). Informational webinars will take place on Oct. 25 and Nov. 6. Teachers, administrators, parents, and community members are encouraged to participate.

- Teacher-Focused Webinar: Oct. 25, 3:30 - 4:30 p.m.
- Administration and Student Services Staff Webinar: Nov. 6, 10 - 11 a.m.

[Registration now available.](http://www2.iccb.org/iltransitionalmath/webinars/) (http://www2.iccb.org/iltransitionalmath/webinars/)

[Public comments and feedback](http://www2.iccb.org/iltransitionalmath/) (http://www2.iccb.org/iltransitionalmath/) are sought for the PWR-Act Transitional Math competencies and policies. Your input is needed on these items since this work will affect high schools and community colleges throughout Illinois. The commenting period is now open and will last through Dec. 31.

Contact the project coordinator, Kathleen Almy, at kalmy@niu.edu (mailto:kalmy@niu.edu) if you have questions.

EDUCATION TECHNOLOGY

Illinois Classroom Connectivity Initiative

We are excited to announce that throughout the school year the [Illinois Classroom Connectivity Initiative](/Pages/Illinois-Classroom-Connectivity-Initiative.aspx) (/Pages/Illinois-Classroom-Connectivity-Initiative.aspx) will once again support school districts in upgrading their internet access for digital learning.

The initiative is a coordinated effort between ISBE, Learning Technology Centers of Illinois, and the national nonprofit EducationSuperHighway.

The Initiative has seen tremendous success all across the state in the past year. EducationSuperHighway worked with more than 50 school districts to help them find affordable options to upgrade their infrastructure and increase their bandwidth, resulting in access to high-speed fiber connections for 87,461 students. We are looking forward to reporting on continued progress this year in connecting our K-12 classrooms to high-speed broadband.

All the support and tools offered to school districts through the Illinois Classroom Connectivity Initiative are free of charge, so we encourage you to schedule a call with EducationSuperHighway's network experts to discuss your upgrade plans. You may be hearing from their team about scheduling a call, or you can get started now by visiting www.educationsuperhighway.org/districts (https://www.educationsuperhighway.org/districts/) or signing up for their [free E-rate webinars](https://www.educationsuperhighway.org/webinars). (https://www.educationsuperhighway.org/webinars)

For additional information or questions about the Classroom Connectivity Initiative, please contact Christine Bediones at christine@educationsuperhighway.org (mailto:christine@educationsuperhighway.org).





DATA ANALYSIS

2017-18 Immunization/Health Examination and Eye Examination Data Collection

Immunization/Health Examination Data

The Student Health Immunization System is open for data entry through Nov. 15. The data must be submitted online using IWAS. Once logged into IWAS, the "Student Health Data – Immunization" link will appear on the System Listing page under "Annual."

Below are important links to reference when submitting your data:

- Student Health Data – [Immunization System – IWAS User Guide for Electronic Submission](#)  (/Documents/immunization_user_guide.pdf)
- [Immunization Data Entry Worksheet](#)  (/_layouts/Download.aspx?SourceUrl=/Documents/immunization_worksheet.xlsx)
- [How to Calculate Actual Unduplicated Count of Students](#)  (/documents/UnduplicatedCount.pdf)
- [Immunizations and Compliance with State Law – Guidance](#)  (/Documents/immunization-idph-sy16.pdf)




As mandated by Section 5/27-8.1 of the School Code, immunization/health examination data must be submitted for all Illinois schools in grades PreK-12 by **11:59 p.m. Nov. 15**.

A report must be submitted for every eligible school, without exception. Schools that are not the home school for any student should submit the report by selecting the option that declares they have no data to report. All eligible schools should receive IWAS inbox messages regarding the Student Health Data -Immunization Data Collection. Please check your IWAS inbox for reminders and updates.

Eye Examination Data

The Student Health Vision System is open for data entry through July 2, 2018. The data must be submitted online in this timeframe using IWAS. Once logged into IWAS, the “Student Health Data – Immunization” link will appear on the System Listing page under “Annual.”

Below are links to important related documents. Please use them for assistance with submitting your data.

- Student Health Data – [Vision System – IWAS User Guide for Electronic Submission](#)  (/Documents/vision_iwas_guide.pdf)
- [Eye Examination Data Entry Worksheet](#)  (/_layouts/Download.aspx?SourceUrl=/Documents/eye_exam_wksht.xls)
- [School Eye Examinations – Information Sheet](#)  (/Documents/eye_examinations.pdf)

As mandated by Section 5/27-8.1 of the School Code, vision data must be submitted for all eligible schools serving kindergarten and any students enrolled for the first time in an Illinois school as of Oct. 16, 2017, by **11:59 p.m. July 2, 2018**.

A report must be submitted for every eligible school, without exception. Schools that are not the home school for any student should submit the report by selecting the option that declares they have no data to report. This option may also be selected by home schools that do not serve kindergarten students and had no students in grades 1-12 enrolling for the first time in an Illinois school. All eligible schools should receive IWAS inbox messages regarding Student Health Data -Vision Data Collection. Please check your IWAS inbox for reminders and updates.

Questions

Questions regarding school health issues should be referred to Jessica Gerdes at (312) 814-5560 or jgerdes@isbe.net (mailto:jgerdes@isbe.net) or Rebecca Doran at (217) 782-2491 or RDoran@isbe.net (mailto:RDoran@isbe.net). Questions regarding the information entered for immunization/health examination and eye examination data collection should be referred to Data Analysis at (217) 782-3950 or mribeiro@isbe.net (mailto:mribeiro@isbe.net). For technical assistance with IWAS, please contact the ISBE Help Desk at (217) 558-3600.

SCHOOL HEALTH ISSUES

Warning about Halloween Colored Contacts

The Illinois Department of Financial and Professional Regulation (IDFPR) is reminding the public that purchasing colored contact lenses from anyone other than a licensed eye care professional or pharmacist is dangerous. The health risk is serious and most of the customers seeking cosmetic contact lenses are teens and young adults. IDFPR is partnering with ISBE and the Department of Public Health to alert

teachers, administrators, and health care professionals in every school district and county in the state about the serious health and vision problems facing young people and warning signs to look for in their students and patients. For more information, please see [IDFPR's press release](http://www.idfpr.com/News/2015/10142015ColoredContactsCouldDamageEyes.asp) (<http://www.idfpr.com/News/2015/10142015ColoredContactsCouldDamageEyes.asp>).

SPECIAL NOTICE

Policy Reminders for Assisting Students Displaced by Hurricane Maria

Schools have begun to enroll children displaced by Hurricane Maria in Puerto Rico and by hurricanes in other areas. Students transferring from out of state normally would be required to show proof of immunizations and a physical examination completed within the past year. However, the children who are in school in Illinois due to being displaced should be protected under the McKinney-Vento Act for homeless students. These students must be admitted to school immediately while the district and family or friends the students may be placed with try to obtain immunization records.

A physical examination should be obtained as soon as possible since the students may not have had a recent physical exam to meet the Illinois' out-of-state transfer student requirement. Additionally, any injury or social-emotional trauma may be addressed during such an exam. The district must help the family find those resources. The host family may be able to pay for the services or the displaced family may be eligible for free or reduced costs at some public clinics if their bank accounts are inaccessible due to loss of power in the affected area.

SCHOOL BUSINESS SERVICES

Deadline Set to Submit Limitation of Administrative Costs Worksheet

Section 17-1.5 of the School Code requires school districts to limit the growth of "administrative" expenditures to a maximum of 5 percent from one fiscal year to the next. School districts must file the Limitation of Administrative Costs Worksheet with ISBE's School Business Services Division by **Nov. 15**.

The Limitation of Administrative Costs Worksheet is included in the Illinois School District Annual Financial Report - June 30, 2017 (ISBE 50-35). The Limitation of Administrative Costs Worksheet may be submitted to ISBE in conjunction with the Annual Financial Report. Alternatively, the completed and signed worksheet may be sent as an email attachment to finance1@isbe.net (<mailto:finance1@isbe.net>). Please note that the template included in the School District Budget Form July 1, 2017 - June 30, 2018 (ISBE 50-36) is not the official Limitation of Administrative Costs Worksheet. It is a working document for local use only and will not be accepted for the submission required under Section 17-1.5 of the School Code.

The Limitation of Administrative Costs Worksheet must include the figures from the district's submitted School District Budget Form July 1, 2017 - June 30, 2018 (ISBE 50-36) and the district's submitted Annual Financial Report - June 30, 2017 (ISBE 50-35). Inaccurate Limitation of Administrative Costs Worksheets will be returned to districts for correction.

Districts exceeding the limitation may amend their budgets prior to June 30, 2018, to become in compliance with the limitation. Districts unable to amend their budgets would have to waive the limitation in order to become in compliance. School districts with administrative expenditures in the 25th percentile or below (4th quartile) may waive the limitation following a public hearing and with the affirmative vote of at least two-thirds of the members of the school board. Any district waiving the limitation shall notify ISBE within 45 days of such action. A school district ineligible to waive the limitation by board action may request a waiver from the General Assembly pursuant to Section 2-

3.25g of the School Code, if it is exceeding the limitation solely because of circumstances beyond the control of the district and it has exhausted all available and reasonable remedies to comply with the limitation. More information on the General Assembly waiver process can be found on the [ISBE Waivers page \(/Pages/Waivers.aspx\)](/Pages/Waivers.aspx).

A blank Limitation of Administrative Costs Worksheet, quartile rankings for all school districts, and a sample waiver resolution for qualifying districts can be found on the [ISBE Limitation of Administrative Costs page \(/Pages/Limitation-of-Administrative-Costs.aspx\)](/Pages/Limitation-of-Administrative-Costs.aspx).

If you have questions, contact Michelle Heninger, School Business Services Division, at (217) 785-8779 or mheninge@isbe.net (mailto:mheninge@isbe.net).

EARLY CHILDHOOD EDUCATION

FY 2018 Early Childhood Prevention Initiative RFP Released

The [FY2018 Early Childhood - Prevention Initiative Request for Proposals \(RFP\) \(/Pages/RFPs.aspx\)](/Pages/RFPs.aspx) has been released. The due date for submittal is 4 p.m. on **Nov. 29**. The application must be completed in eGMS. Eligible applicants must submit the [FY 2018 Notice of Intent to Submit Proposal – Prevention Initiative-Birth to 3 Years](https://forms.office.com/Pages/ResponsePage.aspx?id=hv5kA8ZJ9Eq1LDNameV30dklixN0yytNnWajlFDYxcJUMk44Njl3NFI5UIRPMIVTvdKM1dMQjNNRy4u) (https://forms.office.com/Pages/ResponsePage.aspx?id=hv5kA8ZJ9Eq1LDNameV30dklixN0yytNnWajlFDYxcJUMk44Njl3NFI5UIRPMIVTvdKM1dMQjNNRy4u) to access the RFP system in IWAS in order to apply.

The intent to apply deadline is **Oct. 31**. The following entities serving children and families outside the City of Chicago may apply: Regional Offices of Education, public school districts, university laboratory schools approved by the Illinois State Board of Education, charter schools, area vocational centers, and public or private not-for-profit or for-profit entities with experience in providing education, health, social, and/or child development services to young children and their families. A separate appropriation has been awarded to City of Chicago District #299. Questions may be directed to the Early Childhood Division at (217) 524-4835 or earlychi@isbe.net (mailto:earlychi@isbe.net).

FY 2019 Funding for Preschool for All, Preschool for All-Expansion, and Prevention Initiative

The statewide re-compete to receive funding for Preschool for All, Preschool for All-Expansion, and Prevention Initiative birth to 3 funds will be taking place this fall, with funding beginning in fiscal year 2019.

Preschool for All is a preschool program that provides services in a half-day or full-day setting to children 3 to 5 years who are considered to be at risk of academic failure. The Preschool for All-Expansion program also provides these services to at-risk children 3 to 5, with the added requirement of full-day comprehensive services. The Prevention Initiative program serves children birth to age 3, also giving priority to children and their families who are at risk of academic failure. The Prevention Initiative programs are mostly home-based; however, these services can be based in a child care center.

The Request for Proposal (RFP) for Preschool for All and Preschool for All-Expansion will be released in November and the Prevention Initiative RFP will be released in December. If interested in applying for these funds, the first step is to submit a Notice of Intent. A link to the Notice of Intent will be posted on ISBE's Early Childhood webpage at least two weeks before the RFP is released. The RFPs will also be posted on the ISBE Early Childhood website once released. This information will also be shared in the Superintendent's Weekly Message and through ISBE social media.

Applicants will have 60 days from the date of release to submit a proposal. Links to data, webinars, and other resources to assist communities, providers, and others in preparing for the FY 2019 re-compete can be found ISBE's Early Childhood webpage titled [Request for Proposals \(RFP\) Information. \(/Pages/RFPs.aspx\)](/Pages/RFPs.aspx)

For questions, please contact the Division of Early Childhood Education at (217) 524-4835.

FUNDING AND DISBURSEMENTS

Public Act 99-0720 – Driver Education Instruction – Law Enforcement Traffic Stops

Please be advised per Public Act 99-0720 that beginning with the 2017-18 school year all public and nonpublic schools that offer driver education must include instruction concerning law enforcement procedures for traffic stops, including a demonstration of the proper actions to be taken during a traffic stop and appropriate interactions with law enforcement as part of the required 30 classroom hours of instruction.

Questions may be directed to Jennifer Jonas at jjonas@isbe.net (mailto:jjonas@isbe.net) or (217) 782-5256.

2016-17 (FY 2018) Annual Claim for Pupil Transportation Reimbursement – Correction Period Now Open

All local education entities are hereby notified that the review and amendment (if needed) process for the Pupil Transportation Reimbursement Claim is now open and will end at midnight on Monday, Nov. 6. All revisions must be completed and transmitted on or before that time. No revisions will be accepted after that date in order to close the claim file and schedule the three remaining quarterly payments.

INSTRUCTIONS FOR REVIEWING THE CLAIM

1. Log in to the ISBE Web Application Security system (IWAS).
2. Click on "System Listing" on the IWAS homepage.
3. Select "Pupil Transportation Claim Reimbursement System" under the "Annual Claims" heading.
4. Click on "**Claim Review**" under the "Reimbursement Claim" heading on the homepage. **Do not click on "Revise Claim" button unless you need to make revisions.**
5. The claim will be loaded to the screen in read-only format. Carefully review each line on the claim for possible revisions. If you entered transportation assets on the Depreciation Schedule, don't forget to click on the "Depreciation Schedule" button at the bottom of the screen and review the depreciation schedule data for possible revisions.

If you do not have any revisions, you do not need to do anything. Your claim will remain as originally submitted by the statutory Aug. 15 due date.

INSTRUCTIONS FOR REVISING THE CLAIM

If you have reviewed the claim and found that revisions are needed to the depreciation schedule and/or the pupil transportation reimbursement claim:

1. Click on the "Revise Claim" link under the "Reimbursement Claim" heading on the homepage.
2. You may enter notes in the "Your Comments" text box to help you remember why revisions were needed. Click on the "Revise Claim" button at the bottom of the screen to proceed with revisions to the depreciation schedule (if needed) and the pupil transportation reimbursement claim.
3. Note that all links for the reimbursement claim are open and may be revised, as needed. The "Depreciation Schedule Summary" link under the "Depreciation Schedule" heading has been changed to "Calculate Depreciation Allowance." If you made any changes to transportation assets after the August submit date, you must click on this link and update the Depreciation Schedule.
4. **After all revisions have been made, click on the "Review & Submit Claim."** All revised claims must be resubmitted to ISBE through the proper channels (Document Author to the District Superintendent and District Superintendent to ISBE).

NO REVISIONS TO THE CLAIM WILL BE ACCEPTED AFTER MIDNIGHT ON MONDAY, NOV. 6.


If you have questions regarding the amendment process, contact Mark Morten at (217) 782-5256 or mmorten@isbe.net (<mailto:mmorten@isbe.net>)

IN BRIEF

Classroom Opportunity

- Looking for a creative student project? The [Made By Milk contest](http://madebymilkcontest.com/contest-details/) (<http://madebymilkcontest.com/contest-details/>) asks a team of students to repurpose milk cartons into a work of art. Entries are due Nov. 15.

Educator Recognition

- Congratulations to **Kirsten Perry of Lawndale Community Academy** in Chicago for being named one of six [2018 School Counselor of the Year national finalists](https://www.schoolcounselor.org/asca/media/asca/Press%20releases/2018-SCOY-Finalists-Press-Release_1.pdf)  (https://www.schoolcounselor.org/asca/media/asca/Press%20releases/2018-SCOY-Finalists-Press-Release_1.pdf) by the American School Counselor Association!

Administrator Recognition

- Congratulations to the four Illinois Superintendents recognized by **NSPRA** (<https://www.nspra.org/meet-superintendents-watch-2017-18>) as **2017-18 Superintendents to Watch!**
 - **Dr. Laurie Heinz**, Park Ridge-Niles School District 64 (Park Ridge)
 - **Kathy Hinz**, Crystal Lake Elementary District 47 (Crystal Lake)
 - **Floyd Williams**, Community Consolidated School District 62 (Des Plaines)
 - **Dr. Daniel Woestman**, Belvidere School District (Belvidere)

Funding Opportunities

- The School Nutrition Association, U.S. Apple Association, and the National Association of State Departments of Agriculture are working together on **Apples4Ed** (<http://apples4ed.com/>). Schools can compete for healthy snacking program grants. Nominations close at the end of November.
- The **Illinois Energy Workforce Consortium** (<http://www.cewd.org/state-consortia/illinois.php>) is offering free materials and an opportunity to win one of three \$250 classroom grants. Email a photo and brief description of how you used the materials with students to Illinois@consortia.getintoenergy.com (<mailto:Illinois@consortia.getintoenergy.com>) with the subject line "Class Grant Entry." The deadline to submit entries is Jan. 26, 2018. The drawing will take place Feb. 2, 2018, with award presentations occurring in March 2018.

Upcoming Events

- The **2017 Raising Student Achievement Conference (RSAC)** sponsored by the Illinois Association of Regional Superintendents of Schools (IARSS) will be held Dec. 4-5 at Pheasant Run Resort in St. Charles. This very popular annual conference offers an abundance of presenters on a variety of topics focused on increasing student achievement. [Learn more and register for the conference](http://www.roeachievementconference.org/) (<http://www.roeachievementconference.org/>).

Professional Development Opportunities

- **The Illinois Geographic Alliance** is offering a free, one-day workshop for K-12 teachers titled "Geography Education in the 21st Century" on Saturday, Nov. 11, on the Illinois State University campus. There is no registration fee. PD hours will also be provided. [Registration now open](https://forms.illinoisstate.edu/forms/geo__2017_geography_education_conference_registration) (https://forms.illinoisstate.edu/forms/geo__2017_geography_education_conference_registration).

Student Opportunities

- U.S. high school students can apply now for a **full merit-based scholarship to study abroad** during the 2018-19 school year sponsored by the U.S. Department of State. Please note that each program has a separate online application process and application deadlines vary from Nov. 2 to Dec. 11. [View the study abroad programs and apply.](https://exchanges.state.gov/us/high-school) (https://exchanges.state.gov/us/high-school)

Recognition Opportunity

- The deadline to nominate someone for the **School Nutrition Foundation's Celebration of School Nutrition Heroes** (<https://schoolnutrition.org/news-publications/news/2017/snf-2018-call-for-nominations-celebration-sn-heroes/>) is Oct. 27. The Celebration of School Nutrition Heroes will be held for the fifth year on March 5, 2018, during SNA's Legislative Action Conference.

District Resources

- **October is National Farm to School Month!** Join thousands of schools, early care and education sites, farms, communities, and organizations across the country in the celebration. Find out how to participate by going to the [National Farm to School Network National Farm to School Month web page](http://www.farmtoschool.org/our-work/farm-to-school-month) (http://www.farmtoschool.org/our-work/farm-to-school-month).
- The **Sikh Coalition** has made bullying prevention resources available on the [Sikh Coalition website](https://www.sikhcoalition.org/resources/) (https://www.sikhcoalition.org/resources/), including a brief introduction to the beliefs and practices of Sikhs, the Sikh Coalition Bullying Report, and information on the White House AAPI Bullying Prevention Task Force.

District Recognition

- Teachers, administrators, and school nutrition professionals from Illinois shared the difference Fuel Up to Play 60 makes in their schools during the **2017 Fuel Up to Play 60 Excellence Awards**, hosted at the Walter Payton Center in Lake Forest, IL. Check out this [video on YouTube](https://www.youtube.com/watch?v=Xc7sl4-11Ug&t=4s) (https://www.youtube.com/watch?v=Xc7sl4-11Ug&t=4s) posted by the Midwest Dairy Association. Learn more about [Fuel Up to Play 60 online](https://www.midwestdairy.com/schools-and-communities/fuel-up-to-play-60/) (https://www.midwestdairy.com/schools-and-communities/fuel-up-to-play-60/).

ISBE Employment Opportunities

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