

MESSAGE FROM THE SUPERINTENDENT

 [Printable PDF](#)

August 22, 2017



Hello,

If you have not checked our new [Back to School webpage](/backtoschool) (/backtoschool) yet, now is the time! We just added a Frequently Asked Questions document to accompany the Aug. 9 Back to School webinar recording and presentation. Thank you again to all who submitted questions. We will update the FAQ as needed. I also recorded a short [welcome back video](https://vimeo.com/230503679) (https://vimeo.com/230503679) in partnership with the Ed Leaders Network to share more information about ISBE's vision and charge for the year and to express my appreciation for all the work that you do every day to make students feel well known and well cared for.

As you may know, we resubmitted our [ESSA State Plan](/Pages/ESSA.aspx) (/Pages/ESSA.aspx) to the U.S. Department of Education (ED) on Friday, Aug. 18. We have continued to refine the plan, working from the great stakeholder feedback we have received throughout this process. We are awaiting final approval from ED.

The coming school year will be a transition year for ESSA – a year for us to test and learn, to build relationships, and to build systems to bring the plan to life. ESSA is not just about every student succeeding; it requires us to do this work together. ISBE has a responsibility to be in service and of value to districts. We have to be better at making connections, facilitating relationships, and building capacity.

ISBE has organized itself to provide equity for all students by developing long-term Board goals, crafting the ESSA State Plan, and remodeling the organization. The goals – such as reading at grade level by the end of third grade, and all students graduating ready for college and career – more clearly articulate our common, high expectations for every child. From our common goals, we identify the differentiated supports each child needs to reach those goals.

Our ESSA State Plan is grounded in the principle of equity: Students with greatest need must receive greatest support. ESSA recognizes the local context and identifies schools for the purpose of providing differentiated support. Our ESSA State Plan embraces the “whole child” approach, which understands that children come to us with interconnected learning environments. The whole child approach integrates support for cognitive growth, social and emotional development, and physical well-being so children can learn and succeed at their fullest potential. Collaboration – between the school, community, and home, and between ISBE, districts, schools, and partners – is key to serving children well. ESSA fosters the conditions for Illinois to implement a holistic, comprehensive, and coordinated system of support that prepares each and every student for academic excellence and postsecondary success.

We at ISBE are shifting our role to be in deeper relationship with districts – to provide service and support, rather than just monitoring and compliance. We have goals, a plan, and a redesigned structure, but we still need to strengthen relationships and gain a deeper understanding of what is happening across our diverse state so we can truly help with capacity development at the school and district

Quick Links

- [Those Who Excel](#)
- [Illinois Bicentennial Celebration](#)
- [Educational Technology](#)
- [Data Analysis](#)
- [Educator Effectiveness](#)
- [Title Grants](#)
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level.

Part of this process of learning and connecting is continuing to recognize great work across Illinois. Our Those Who Excel program honors and celebrates the contributions and accomplishments of more than 230 educators and school personnel from throughout the state. We announced [this year's finalists for 2018 Illinois Teacher of the Year](#) (/Lists/News/NewsDisplay.aspx?ID=1169) on Monday. Congratulations to these teachers for being identified as outstanding representatives of educators who go above and beyond to nurture their students' growth. We will share more information about each of the finalists over the next 10 weeks. The first feature is included below. We will name the 2018 Illinois Teacher of the Year during the Those Who Excel banquet on Saturday, Oct. 28, at the Bloomington-Normal Marriott Hotel and Conference Center in Normal.

As you begin the school year, we love seeing your #ILBacktoSchool photos! Please continue to share them on social media and through [email](mailto:backtoschool@isbe.net) (mailto:backtoschool@isbe.net).

Have a great week!

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.

Aug. 23: [IDPH and ISBE School Health Update webinars](#) (<https://www.isbe.net/pages/school-health-issues.aspx>)

Aug. 31: [Deadline for Illinois Bicentennial Celebration student video contest submissions](#) (<http://illinois200.marsdigitalmedia.com/index.htm>)

Sept. 1: Employee evaluations and salaries due in EIS

Sept. 1: [Deadline to file affidavit for school treasurer bonds](#) (<https://www.isbe.net/Pages/School-Treasurer-Bonds.aspx>)

Sept. 4: ISBE offices closed for Labor Day

Sept. 8: [Deadline to submit Intent to Apply for FY 2018 Preschool for All Expansion State RFP](#) (<https://forms.office.com/Pages/ResponsePage.aspx?id=hv5kA8ZJ9Eq1LDNameV30dklixN0yytNnWajlFDYxcJUOFBMMkZJWTIUSU9HN1cyNktJMjBaNEMyRi4u>)

Sept. 11-13: [Annual Title I Directors Conference](#) (<https://www.regonline.com/registration/Checkin.aspx?EventID=2019814>)

Sept. 13-14: [Illinois State Board of Education meeting](#) (<https://www.isbe.net/Pages/Illinois-State-Board-of-Education-Calendar.aspx>)

Sept. 18: [Deadline to submit FY 2018 Preschool for All Expansion State RFP](#) (<https://www.isbe.net/Pages/RFPs.aspx>)

Oct. 4: [U.S. Senate Youth Program and Hearst Scholarship applications due](#)

(http://www.isbe.net/Documents/USSYP_42-60_RSM.pdf)

Oct. 9: ISBE offices closed for Columbus Day

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

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

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

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

Nov. 10: ISBE offices closed for Veterans' Day

Nov. 15: [5Essentials survey window opens](#) (<https://www.isbe.net/Pages/5Essentials-Survey.aspx>)

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

Nov. 23-24: ISBE offices closed for Thanksgiving holiday

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



THOSE WHO EXCEL

Meet Teacher of the Year Finalist Valarie Berger



Valarie Berger has spent her entire teaching career at West Leyden High School in Leyden High School District 212. Valarie, now in her 33rd year of teaching, credits her childhood farming experiences with igniting her passion to teach others and she set out to earn a degree in home economics. She understood that family consumer science was an elective subject, so she added a math minor to her degree to help ensure employability.

Valarie began teaching foods, independent living, and a relationship class. A few years later, she found herself teaching math as well. While teaching math, Valarie had a revelation. She realized that when she combined culinary aspects to teach a math concept, the students were more motivated to learn. Valarie realized that many of her students were able to visually understand math when it was presented as a cooking challenge. She then obtained a master's degree in math education to further expand her teaching range and then went to work expanding the school's food program.

Today the traditional food program at West Leyden High School is a full culinary department that caters events for as many as 800 people and helps students obtain their food handling licenses and the Food Service Sanitation Manager Certification. Students also earn dual credit in up to three college courses. There is a coffee bar that students run during the school year that raises thousands of dollars for various charities while teaching students how to manage a business from inventory to marketing and accounting.

Valarie builds relationships with her students. She addresses the whole child and often attends to the basic needs of her students by finding them shelter when needed, purchasing gas and clothing for them, and serving as a second mother to countless students over the years. Valarie champions her students. As one of the school's counselors wrote in a letter of recommendation, "on a basic philosophical level, Val believes in meeting students where they are at and helping to push them to actualize their best selves."

Valarie is also an excellent mentor to her colleagues. She constantly encourages them to develop dynamic curricula that change with their students and their industry. This mindset has crossed into all areas of the department and it not only best meets the needs of students, it keeps teachers fresh and excited about teaching. The teachers have creatively incorporated technology, math, science, reading, and writing into their hands-on curriculum by "disguising" it with all things food. Valarie explains it this way: "All of us are as much students as we are teachers, and we keep learning to maximize our classroom experiences."

Valarie is one of 10 finalists for Illinois Teacher of the Year, which will be named at the Those Who Excel banquet in Normal on Oct. 28.

ILLINOIS BICENTENNIAL CELEBRATION

Reminder: Deadline Approaching for Student Video Contest

Illinois high school and college students across the state are invited to submit a 45-60 second self-made video highlighting a fact, event, place, person, or something to learn about the incredible history of Illinois.


One hundred winners will have their video aired and posted as part of the 100 Day Bicentennial Countdown. Each winner whose video is selected will receive two tickets to the Dec. 3 Chicago matinee performance of *Hamilton*.

Deadline for video submissions is Aug. 31. Visit the [contest webpage](http://illinois200.marsdigitalmedia.com/index.htm)

(<http://illinois200.marsdigitalmedia.com/index.htm>) for more details.




2018 Illinois Arts Education Week Poster Contest – Call for Entries

The third week in March is traditionally designated Illinois Arts Education Week by the governor. The next Illinois Arts Education Week, a cooperative effort of the Illinois Arts Education Association and ISBE, will be March 12-18, 2018. The 2018 contest is for Illinois students, grades K-8, public, private, or home schooled. The theme of this year's poster contest is "The Arts Make History Come Alive!" in tribute to Illinois' bicentennial. The imagery should reflect the theme, as well as represent all five areas of art (dance, drama, media, music, and visual arts). There is no limit to the number of entries per school, but only one entry per student. Please fill out the downloadable [contest form](#)  (/Documents/IAEW-CONTEST-FORM.pdf) and send or deliver entries to ISBE by **Dec. 12**.

For questions, please contact ISBE's Cornelia Powell at cpowell@isbe.net (mailto:cpowell@isbe.net) or (217) 524-4832.


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For questions, please contact ISBE's Cornelia Powell at cpowell@isbe.net (mailto:cpowell@isbe.net) or (217) 524-4832.

EDUCATIONAL TECHNOLOGY

FY 2018 School Technology Revolving Loan Program Application Available

The fiscal year 2018 School Technology Revolving Loan Program (STRLP) application materials for eligible districts and schools have been posted to ISBE's [Educational Technology](#) (/Pages/Educational-Technology.aspx#collapse2zone6.) webpage. This year the loan is for school districts serving grades K-8. Applications will be accepted through **Dec. 1, 2017**. The loans will be awarded on a first-come, first-served basis. The STRLP is a three-year loan with a 2 percent interest rate. The amount in which each district is eligible to apply is listed under "[Loan Eligibility Listing](#)  (/Documents/strlp-elig-listing-fy17.pdf)."

For questions, please contact Jamey Baiter at jbaiter@isbe.net (mailto:jbaiter@isbe.net) or (217) 558-3600.

Reminder: Webinar on Meeting Educational Technology Challenges Coming Up

ISBE is facilitating a webinar on Aug. 30 to provide Illinois school, district, and technology leaders an opportunity to share ideas on advancing digital learning, equitable access, and networking and technology services that address state, regional, and district needs. The webinars are devoted to receiving feedback from participants, which will then be used to help inform the development of state and regional educational technology support systems that enhance teaching and learning. All interested stakeholders are encouraged to join.

[Register for the webinar, which will be at 1 p.m. on Aug. 30.](http://attendee.gotowebinar.com/register/7583732303460327425) (http://attendee.gotowebinar.com/register/7583732303460327425)

If you are unable to attend either webinar, but would like to share ideas or suggestions, please send them to edtech@isbe.net (mailto:edtech@isbe.net).

DATA ANALYSIS

Reminder: EIS Evaluation and Salary Data Deadline Approaching

The deadline for SY 2017 employee evaluations and salary data – along with other relevant employment data - is approaching.

What SY 2017 data is due by **Friday, Sept. 1?**

- Evaluations
 - Teacher Summative Rating
 - Principal and Assistant Principal Summative Rating
- Employment, Salaries & Benefits
 - Employment and Position Records
 - Position End Dates
 - Base Salaries
 - Benefits (if applicable)
 - Employment End Dates (if applicable)
 - Employment End Reason

The most recent EIS webinar, given July 6, provided an overview of evaluations and salaries. The recorded [presentation](/Pages/EIS-Archived-Webinars-and-Presentations.aspx) (/Pages/EIS-Archived-Webinars-and-Presentations.aspx) and accompanying [documentation](/Documents/2017_Eval_Sal_2018_Updates_Presentation.pdf) (/Documents/2017_Eval_Sal_2018_Updates_Presentation.pdf) is available, along with follow-up [Questions and Answers](/Documents/WebinarQA070517.pdf) (/Documents/WebinarQA070517.pdf).

For step-by-step instructions about entering **employee evaluations**, refer to "Entering Employee Evaluations: A How-To Guide." [📄](/Documents/entering-employee-eval-guide.pdf) (/Documents/entering-employee-eval-guide.pdf) Please access the [Data Elements documentation](/Pages/EIS-Data-Elements.aspx) (/Pages/EIS-Data-Elements.aspx) for additional assistance and utilize the Evaluation Reports in the Reports tab to review what information has been submitted.

Evaluations were mandated in the [Performance Evaluations Reform Act \(PERA\)](/Pages/Educator-Evaluations.aspx) (/Pages/Educator-Evaluations.aspx) in Senate Bill 315; Public Act 96-0861. For inquiries related to the PERA statute, contact the Educator Licensure division at (217) 557-6763.

NOTE: If a teacher was not evaluated in SY 2017, most likely due to tenure, please do not enter an evaluation. Teachers, principals, and assistant principals are the only positions requiring evaluations. No other EIS positions, including school service personnel and district superintendents, require an evaluation.

For step-by-step instructions about entering **salary** data, using EIS IWAS screens or batch templates, access modules four or five of the [EIS Basics Course](/Pages/EIS-Basics-Training-Course.aspx) (/Pages/EIS-Basics-Training-Course.aspx).

For inquiries related to entering EIS data, please call the Data Analysis division at (217) 782-3950 or email datahelp@isbe.net (mailto:datahelp@isbe.net).

For inquiries related to IWAS, please call the IWAS Help Desk at (217) 558-3600.

EDUCATOR EFFECTIVENESS

Educator License Reinstatement

Any licensee who has retired, and whose license has lapsed for failure to renew, may reinstate that license without penalty by providing proof of retirement from a state retirement system to the State Board of Education through **Dec. 31, 2017**. Individuals must submit a copy of a letter from a state retirement system (on official agency letterhead) confirming the individual's retirement. The licensee's name, IEIN, and date of birth must be included with the letter. Upon verification that the licensee is not working in a position requiring a professional educator license, the educator's license will be reinstated.

The verification letter will be used in lieu of a \$500 penalty fee or nine semester hours of coursework. **Educators will not need to input any owed PD and will not need to pay back or forward registration fees.**

Letters may be emailed to renewal@isbe.net (mailto:renewal@isbe.net) or mailed to the Illinois State Board of Education at Educator Effectiveness Division, 100 North First Street, Springfield, IL 62777.

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Educator Licensure Renewal Deadline Quickly Approaching

The grace period for renewing professional educator licenses and educator licenses with stipulations endorsed for career and technical educator ends **Aug. 31**. All licenses with a July 1, 2017, renewal date must be renewed and registered by Aug. 31 or they will lapse and be invalid for employment. Educators who wish to reinstate a lapsed license must either pay a \$500 penalty fee or complete nine semester hours of endorsement-related coursework.

Administrators, please remind your staff to renew before the deadline and ensure all of your teachers are renewed and registered. To check, log in to ELIS and ensure your educators' "Registered Thru" column shows a date of 6/30/18 or later.

Educators, don't let your license lapse! Log in to your ELIS account today to record your professional development, renew, and register your license for the upcoming five-year cycle.

For questions, please contact ISBE's Educator Effectiveness Division at (217) 557-6763 or licensure@isbe.net (mailto:licensure@isbe.net).

TITLE GRANTS ADMINISTRATION

Annual Title I Directors Conference Sept. 11-13 in Springfield

The Illinois Association of Title I Directors, in cooperation with ISBE, is hosting the annual Title I Directors Conference on Sept. 11-13 at the Crowne Plaza, 3000 S. Dirksen Parkway, Springfield.

The conference begins with a training on the new ESSA Consolidated application in the afternoon of Monday, Sept. 11. The conference officially begins Sept. 12 with an update on the ESSA State Plan. Numerous breakout sessions hosted by ISBE members and collaborating individuals will be offered Tuesday and Wednesday.

Tuesday's lunch keynote address will be by Principal Baruti Kafele, who is an internationally renowned education speaker and best-selling author whose mission is to close the attitude gap. The conference will close with assessment updates.

[Registration information is now available](http://www.regonline.com/registration/Checkin.aspx?EventID=2019814) (<http://www.regonline.com/registration/Checkin.aspx?EventID=2019814>).

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NUTRITION PROGRAMS


USDA's Team Nutrition Offers Resources for Back to School

As we enter into the new school year, remember that [Team Nutrition](http://links.govdelivery.com/track?type=click&enid=ZWFzPTEmbXNpZD0mYXVpZD0mbWFpbGluZ2lkPTlwMTcwNzI1Ljc2Mjc5Mjg5Mm1lc3NhZ2VpZD1NREltUFJELUJVTC0yMDE3MDcyNS43NjI3OTI4MSZkYXRhYmFzZWlkPTEwMDEmc2VyaWFsPTE3MDgzNTQwJmVtYWlsaWQ9dG11cnBoeUBpc2JlLm5ldCZ1c2VyaWQ9dG11cnBoeUBpc2JlLm5ldCZ0YXJnZXRpZD0mZmw9Jm12aWQ9JmV4dHJhPSYmJg==&&101&&https://www.fns.usda.gov/tn/team-nutrition) (<http://links.govdelivery.com/track?type=click&enid=ZWFzPTEmbXNpZD0mYXVpZD0mbWFpbGluZ2lkPTlwMTcwNzI1Ljc2Mjc5Mjg5Mm1lc3NhZ2VpZD1NREltUFJELUJVTC0yMDE3MDcyNS43NjI3OTI4MSZkYXRhYmFzZWlkPTEwMDEmc2VyaWFsPTE3MDgzNTQwJmVtYWlsaWQ9dG11cnBoeUBpc2JlLm5ldCZ1c2VyaWQ9dG11cnBoeUBpc2JlLm5ldCZ0YXJnZXRpZD0mZmw9Jm12aWQ9JmV4dHJhPSYmJg==&&101&&https://www.fns.usda.gov/tn/team-nutrition>) has training materials that help schools integrate nutrition education into the classroom while also making connections in the cafeteria, at home, and throughout the community.

Team Nutrition is an initiative of the U.S. Department of Agriculture (USDA) Food and Nutrition Service to support Child Nutrition Programs through training and technical assistance for food service, nutrition education for children and their caregivers, and school and community support for healthy eating and physical activity.

Here are some of the great resources:

- [Discover MyPlate: Curriculum Training for Teachers](https://www.fns.usda.gov/sites/default/files/tn/dmpTeachTrainingGuidev4.pdf)  (<https://www.fns.usda.gov/sites/default/files/tn/dmpTeachTrainingGuidev4.pdf>): Use this training to help boost educators' confidence in teaching nutrition concepts and conducting food preparation activities with kindergartners. Slides and handouts for the teacher training can be found [here](https://www.fns.usda.gov/tn/discover-myplate-nutrition-education-kindergarten#anchor2) (<https://www.fns.usda.gov/tn/discover-myplate-nutrition-education-kindergarten#anchor2>). After the training, teachers can get started with the [Discover MyPlate: Nutrition Education for Kindergarten](https://www.fns.usda.gov/tn/discover-myplate-nutrition-education-kindergarten) (<https://www.fns.usda.gov/tn/discover-myplate-nutrition-education-kindergarten>) kit, which includes a [teacher's guide](https://www.fns.usda.gov/tn/discover-myplate-teachers-guide) (<https://www.fns.usda.gov/tn/discover-myplate-teachers-guide>) explaining the six lessons and how they help to meet educational standards.
- [Serving Up MyPlate: A Yummy Curriculum](https://www.fns.usda.gov/tn/serving-myplate-yummy-curriculum) (<https://www.fns.usda.gov/tn/serving-myplate-yummy-curriculum>): MyPlate kits are available for three levels: Level 1 (Grades 1-2), Level 2 (Grades 3-4), and Level 3 (Grades 5-6). Each kit includes a teacher's guide with three lessons.
- [MyPlate Guide to School Lunch Infographic](https://www.fns.usda.gov/tn/myplate-guide-school-lunch) (<https://www.fns.usda.gov/tn/myplate-guide-school-lunch>): Show parents, students, and teachers how a variety of healthy foods from each MyPlate food group is included as part of a school lunch.


- [MyPlate Guide to School Breakfast Infographic](https://www.fns.usda.gov/tn/myplate-guide-school-breakfast) (https://www.fns.usda.gov/tn/myplate-guide-school-breakfast): Highlight healthy foods that are part of a balanced school breakfast. Learn about why eating breakfast is important for learning and how parents can help their child eat a healthy breakfast at school.
- [From East to West, Eat What's Best: A Pen Pal Program](https://www.fns.usda.gov/sites/default/files/tn/TNevents_eastwest.pdf)  (https://www.fns.usda.gov/sites/default/files/tn/TNevents_eastwest.pdf) is a great activity for kicking off the school year. Help students connect with their peers in a different part of the United States to share information about their favorite fruits, vegetables, and whole grains. Find this and other events ideas for the entire year in the [Team Nutrition Popular Events Idea Booklet](https://www.fns.usda.gov/team-nutrition-popular-events-idea-booklet) (https://www.fns.usda.gov/team-nutrition-popular-events-idea-booklet).

SPECIAL EDUCATION SERVICES

Applications Sought for U.S. Senate Youth Program and Hearst Scholarship

ISBE is seeking applicants for the 2017-18 U.S. Senate Youth Program and Hearst Scholarship. Information about the program is now available at www.isbe.net/Pages/United-States-Senate-Youth-Program-Hearst-Scholarship.aspx (http://www.isbe.net/Pages/United-States-Senate-Youth-Program-Hearst-Scholarship.aspx).

The program's first phase brings two students from each state to Washington, D.C., from March 3-10, 2018, to participate in the U.S. Senate Youth Program. Delegates will be immersed in Washington activities throughout their weeklong stay. The William Randolph Hearst Foundation will pay all expenses for the week, including transportation, hotel, and meals. The second phase awards both recipients a \$10,000 college scholarship. The Hearst Foundation requires that to obtain scholarship funds, a student must participate in the Washington Week program and use the funds within four years of enrollment at an accredited U.S. college or university. The student is also encouraged to take courses in history, political science, or related subjects as part of his or her undergraduate program.


The State Superintendent is sending information and applications to schools. Applications are also available on ISBE's website at www.isbe.net/Documents/USSYP_42-60_RSM.pdf  (http://www.isbe.net/Documents/USSYP_42-60_RSM.pdf). ISBE must receive a hard copy containing original signatures no later than **4 p.m. on Oct. 4**.

More information about this program is available <http://ussenateyouth.org> (http://ussenateyouth.org) or by contacting Sally Veach at sveach@isbe.net or (217) 782-5589.

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GRANT ACCOUNTABILITY TRANSPARENCY ACT

Required FY 2018 GATA Grantee Pre-Qualification Process

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

The grantee pre-qualification registration portal may be accessed directly on the [GATA website](http://www.illinois.gov/sites/GATA/Grantee/Pages/default.aspx) (<http://www.illinois.gov/sites/GATA/Grantee/Pages/default.aspx>).

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

1. Authentication (New for FY 2018)

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

2. Registration

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

If the DUNS number that you enter is not found in the GATA system, the system will invite you to create a new grantee account for the entity related to that DUNS number. Please confirm that you entered the correct DUNS number before creating a new account. Creation of a new grantee account is accomplished by providing your organization’s:

- DUNS number (View [instructions on obtaining a DUNS number](https://fedgov.dnb.com/webform) (<https://fedgov.dnb.com/webform>));
- FEIN;
- Organization type (NOTE: school districts, special education joint agreements, and education for employment consortiums should select “School District”);
- Secretary of State ID (NOTE: the following types of organizations have been deemed EXEMPT from this requirement: school districts, colleges, universities, Regional Offices of Education, special education joint agreements, and education for employment consortiums);
- Organization name; and
- Address.

3. Grantee Pre-qualification

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

- Be registered in the GATA Grantee Portal system as described above;
- Have a valid DUNS number (View [instructions on obtaining a DUNS number](https://fedgov.dnb.com/webform) (https://fedgov.dnb.com/webform));
- Have a current SAM.gov account (View [instructions on obtaining a SAM Cage Code](http://www.illinois.gov/sites/GATA/Documents/How%20to%20Register%20in%20SAMS.pdf) (http://www.illinois.gov/sites/GATA/Documents/How%20to%20Register%20in%20SAMS.pdf));
- Not be on the Federal Excluded Parties List ([Verify utilizing the Quick Search](https://www.sam.gov/portal/SAM/?portal:componentId=6fd72bdf-176f-4f82-99b2-bfd794cb124f&interactionstate=JBPNS_r00ABXc0ABBfanNmQnJpZGdIVmllld0kAAAAAQATL2pzZi9mdW5jdGlVbmFsLmpzcA AHX19FT0ZfXw%2a%2a&portal:type=action#1) (https://www.sam.gov/portal/SAM/?portal:componentId=6fd72bdf-176f-4f82-99b2-bfd794cb124f&interactionstate=JBPNS_r00ABXc0ABBfanNmQnJpZGdIVmllld0kAAAAAQATL2pzZi9mdW5jdGlVbmFsLmpzcA AHX19FT0ZfXw%2a%2a&portal:type=action#1))
- Be in Good Standing with the Illinois Secretary of State, as applicable ([Verify Good Standing](https://www.ilsos.gov/corporatellc/) (https://www.ilsos.gov/corporatellc/)). (NOTE: The following types of organizations have been deemed EXEMPT from this requirement: school districts, colleges, universities, Regional Offices of Education, special education joint agreements, and education for employment consortiums.);
- Not be on the Illinois Stop Payment list; and
- Not be on the Department of Healthcare and Family Services Provider Sanctions list.

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

4. Fiscal and Administrative Risk Assessment (ICQ)

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

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

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

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

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

IN BRIEF

Student Opportunities

- Illinois State University, Millikin University, and Pontiac Township High School are presenting the **third annual Celebrating High School Innovators competition**. Rising 9-12th grade students are eligible to apply in five areas: 1) arts, media & literature, 2) business entrepreneurship, 3) social entrepreneurship, 4) health & nutrition, and 5) STEM. Applicants will participate in four rounds of competition during the 2017-18 school year. CHSI will award five \$1,000 cash prizes to the top five areas, along with scholarships to Illinois State University and Millikin University. **Applications are due by Sept. 1**. The first CHSI event is at Millikin University on Sept. 30. All applicants that attend this first event will receive a \$500 scholarship to Millikin University. Please visit CHSIInnovators.org (<http://chsinnovators.org/>) for additional information or email info@chsinnovators.org (<mailto:info@chsinnovators.org>).

Upcoming Events

- The Illinois Reading Council is holding the **50th annual Illinois Reading Council Conference** Oct. 5-7 in Peoria. The conference will feature many well-known authors, nationally recognized reading professionals, and outstanding Illinois educators who will be presenting more than 350 breakout sessions to inspire reading and writing at all levels. Registration is available online. For more information, visit the [Illinois Reading Council](http://www.illinoisreadingcouncil.org/) (<http://www.illinoisreadingcouncil.org/>) or call (888) 454-1341.
- The second annual **Leap InnovatED Summit** is taking place Aug. 28 at Hyatt Regency McCormick Place in Chicago. The summit will offer sessions featuring experts in education innovation and widespread networking opportunities. For more information and to register, visit the [Leap InnovatED Summit page](http://www.leapinnovatedsummit.org/) (<http://www.leapinnovatedsummit.org/>).

School Opportunities

- **Computer Banc** has teamed up with Illinois lawmakers and state officials and agencies to help improve children's access to digital literacy. The program repurposes surplus government computers to provide children access to low-cost learning tools at school and at home. The \$85 computers are available for the 2017-18 school year for Illinois. All computers are Grade A condition and warranted for one full year. For more information, visit their [website](http://www.computerbanc.org/) (<http://www.computerbanc.org/>) or contact David Fowler, executive director, via email at director@computerbanc.org or by phone at (217) 528-9506.

ISBE Employment Opportunities

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