



# Weekly Message

**April 18, 2017**

## Message From State Superintendent Tony Smith, Ph.D.

Hello,

ISBE is working with educators and administrators across Illinois to build education systems that listen to and serve their communities. This includes making learning opportunities in our secondary schools more relevant for our students. I had the opportunity to speak with Jason Leahy, executive director of the Illinois Principals Association, on the “IPA Talk” podcast last week. We discussed Illinois’ ESSA State Plan and the new Competency-Based High School Graduation Requirements Pilot Program, particularly the ideas of building local capacity, identifying localized solutions, and moving away from punitive accountability systems. You can listen to the podcast on [YouTube](#) and on [IPA Connect](#).

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In the early childhood sphere, there are great examples of communities developing strategies collaboratively to meet local needs. I encourage you to read the [recent report](#) from the Illinois Education Research Council on the Early Childhood Innovation Zones initiative, which is managed by Illinois Action for Children and sponsored by the Governor’s Office of Early Childhood Development. The 11 innovation zones were funded by a Race to the Top Early Learning Challenge grant. The report studies the communities’ creative approaches to capacity building in an effort to increase access to high-quality early learning programs. ISBE was the fiscal agent in this intergovernmental agreement with the Department of Human Services and advised on complex statewide issues, such as data collection processes.

The fifth annual Every Kid Healthy Week is next week. I am excited to announce that Illinois is among the top states for district participation. If you haven’t already, please register your events. Every Kid Healthy Week encourages us to highlight school and student health and wellness achievements. Visit [www.EveryKidHealthyWeek.org](http://www.EveryKidHealthyWeek.org) for registration information and tips for how to get your community involved. Share your #EveryKidHealthy celebrations with us on [Facebook](#) and [Twitter](#).

Have a great week!

Tony

## Upcoming ISBE Dates and Deadlines

Please note this is not a complete list of events, meetings, and deadlines. For questions, call the Illinois State Board of Education at (866) 262-6663 or (217) 782-4321 or visit the agency's official website at <http://www.isbe.net>.

- **Every Kid Healthy Week** – April 24-28
- **Deadline to apply for Fresh Fruit and Vegetable Program** – April 21
- **Part 25 (Educator Licensure)** – Public comment ends April 24
- **Deadline to submit Early Childhood Education Division RFP Evaluators survey** – May 1
- **Deadline to submit TAOEP RFP** – May 4
- **Deadline to submit data for EIS Employment, Position Records, and Noncertified Staff aggregated FTE counts** – May 15
- **Deadline to submit FY 2018 Preschool For All Professional Development Project RFP** – May 16
- **Illinois State Board of Education Meeting** – May 24
- **Deadline to submit 2017-18 Student Advisory Council applications** – May 26  
[www.isbe.net/Pages/Student-Advisory-Council.aspx](http://www.isbe.net/Pages/Student-Advisory-Council.aspx)
- **Deadline to submit FY 2018 Child Find Public Awareness Project RFP** – May 30
- **Deadline to submit FY 2018 Early CHOICES RFP** – May 30
- **Deadline to submit FY 2018 STARNET RFP** – May 30
- **ISBE offices closed for Memorial Day** – May 29
- **Deadline for SFAs to submit Procurement Procedures and Code of Conduct documents** – May 31
- **Deadline to submit nomination forms for the 2017-18 Those Who Excel/Illinois Teacher of the Year program** – June 6 ([www.isbe.net/Documents/03-10-those-who-excel.pdf](http://www.isbe.net/Documents/03-10-those-who-excel.pdf))
- **Illinois State Board of Education Meeting** – June 14
- **Lead, Focus, Connect Conference** – June 19 ([educationregistration.org/index.php/iarss](http://educationregistration.org/index.php/iarss))
- **Deadline to submit data in the Student Health Data Vision** – June 30
- **Deadline to submit SY 2017-18 CEP documentation** – June 30
- **Postmark deadline for waiver applications to be considered by the General Assembly in fall 2017–**  
Aug. 11 (See [www.isbe.net/Pages/Waivers.aspx](http://www.isbe.net/Pages/Waivers.aspx) for public notice requirements for all waiver requests.)

## Data Analysis

### Final EIS Deadline for Federal Requirements Approaching

This notice is to remind districts that the final deadline to submit data for the annual federal Employment Information System (EIS) Employment, Position records, and Noncertified Staff aggregated FTE counts is **Monday, May 15**, in accordance with federal law.

Please make sure you have completed the tasks below:

- Add New Employment/Position records, if necessary;
- Update Employment/Position records, if necessary;
- Update FTE, if necessary;
- Review Position Start and End dates and keep them accurate;

- Complete the Noncertified Staff aggregated FTE counts.

Again, the final deadline for 2017 EIS Employment, Position records, and Noncertified Staff aggregated FTE counts is **May 15**, in accordance with federal law. Please submit the data using IWAS or batch files.

For further EIS assistance, please contact the EIS help desk at (217) 782-3950 or email [datahelp@isbe.net](mailto:datahelp@isbe.net). For technical assistance with IWAS, please contact the ISBE Help Desk at (217) 558-3600.

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## **Early Childhood Education**

### **FY 2018 Child Find Public Awareness Project RFP Released**

The Child Find Public Awareness Project Request for Proposals (RFP) is now available. The purpose of the Child Find Public Awareness Project is to provide resources and materials for Local Education Agencies (LEAs) and other child referral sources to assist them in meeting their requirements for Child Find. Proposals must be received at ISBE no later than 4 p.m. on May 30.

The RFP is available at [www.isbe.net/Pages/RFPs.aspx](http://www.isbe.net/Pages/RFPs.aspx). Questions may be submitted to the Early Childhood Division at [earlychi@isbe.net](mailto:earlychi@isbe.net).

### **FY 2018 Early CHOICES RFP Released**

The Preschool for All Professional Development Project RFP is now available. The purpose of Early CHOICES is to provide training and technical assistance to LEAs and special education cooperatives with a specific focus of increasing high-quality, inclusive options for all Illinois early childhood children with disabilities. Proposals must be received at ISBE no later than 4 p.m. on May 30.

The RFP is available at [www.isbe.net/Pages/RFPs.aspx](http://www.isbe.net/Pages/RFPs.aspx). Questions may be submitted to the Early Childhood Division at [earlychi@isbe.net](mailto:earlychi@isbe.net).

### **FY 2018 Support and Technical Assistance Regional Network (STARNET) RFP Released**

The Support and Technical Assistance Regional Network (STARNET) RFP is now available. The purpose of STARNET is to provide training and technical assistance to LEAs and special education cooperatives in an effort to improve outcomes for young children with disabilities. Proposals must be received at ISBE no later than 4 p.m. on May 30.

The RFP is available at [www.isbe.net/Pages/RFPs.aspx](http://www.isbe.net/Pages/RFPs.aspx). Questions may be submitted to the Early Childhood Division at [earlychi@isbe.net](mailto:earlychi@isbe.net).

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## **College and Career Readiness**

### **Educator Resources for Mathematics**

[Mathematics and Statistics Awareness Month](#) presents an opportunity for educators to utilize new resources to increase understanding and appreciation of math and statistics. ISBE content area specialists have shared a variety of materials on the [Classrooms in Action math webpage](#). [This video](#) shows some of the Classrooms in Action math resources. ISBE's Model Math Curriculum has moved from Live Binder to the [Illinois Open Education Resource Library](#). For materials introducing educators to new teaching strategies, check out [onlineIMPACT](#)'s online professional learning workshops. Subscribe to the [ISBE Math Listserv](#) to receive the latest math information and updates.

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## **Nutrition and Wellness Programs**

### **Application Period Now Open for Community Eligibility Provision**

Community Eligibility Provision (CEP) provides schools that participate in the National School Lunch Program and participate in or are initiating a School Breakfast Program for the 2017-18 school year with an alternative method for counting and claiming student meals in high-poverty LEAs.

LEAs electing to participate in CEP agree to serve all students lunches AND breakfasts at no charge for four successive school years. **Those that wish to participate in CEP for SY 2017-18 must have the CEP Agreement, CEP Participation Listing, and supporting documentation to the Illinois State Board of Education's Nutrition and Wellness Programs Division no later than June 30.** Enrollment and identified student data must be as of April 3, 2017. Evaluation worksheets are also available so that you can determine if CEP is the right choice for your schools. [Complete information is available online](#). If you have any questions regarding CEP, please contact Roxanne Ramage ([rramage@isbe.net](mailto:rramage@isbe.net)) at (800) 545-7892.

### **USDA and ICN Release CACFP Meal Pattern Requirements Training Materials**

The U.S. Department of Agriculture's Food and Nutrition Service, in conjunction with the Institute of Child Nutrition (ICN), announced the release of the

Child and Adult Care Food Program (CACFP) Meal Pattern Requirements training materials to the new CACFP Meal Pattern Resources webpage. Access these materials by visiting [www.theicn.org/cacfpmp](http://www.theicn.org/cacfpmp).

Please keep in mind that the training materials are considered a living document. This means, as more policy guidance becomes available, the materials will be updated to reflect the latest guidance. Therefore, prior to using these training materials, make sure to download the most current version on ICN's website. Revised training files will be marked with the date of revision and a list of changes made to the training materials.

The USDA also released "[Updated Meal Pattern Requirements Q&As](#)" on March 10. This document, additional Q&As (grain requirements, vegetable and fruit requirements, and feeding infants), and many other resources can be found under "Nutrition Information" on [ISBE's CACFP page](#).

CACFP is funded by the USDA and administered by the Illinois State Board of Education. (The Illinois Department of Aging administers the adult care portion of the program.) For questions, email ISBE's Nutrition and Wellness Programs Division at [cnp@isbe.net](mailto:cnp@isbe.net) or call (800) 545-7892.

In case you missed it, the April/May issue of the Mealtime Minutes e-Newsletter is online at [https://www.isbe.net/Documents\\_Nutrition\\_Newsletter/mealtime-0417.pdf](https://www.isbe.net/Documents_Nutrition_Newsletter/mealtime-0417.pdf).

### **Register to 'Team Up for School Breakfast Success' With ISBE**

ISBE's Nutrition and Wellness Programs Division will host a "Team Up for School Breakfast Success" meeting at three locations statewide this spring to share information about the School Breakfast Program and the requirements of Breakfast After the Bell mandate ([Public Act 99-0850](#)), as well as sharing best practices for implementation.

#### **Dates and Locations**

- May 4 in Lisle
- May 9 in Collinsville
- May 11 in Decatur

All schools are invited to attend. More information about the Breakfast After the Bell mandate is available

at <https://www.isbe.net/Pages/Childhood-Hunger-Relief-Act.aspx>.

If you would like to join the discussion, register today at

<http://webprod1.isbe.net/cnsalendar/asp/eventlist.asp>.

For questions, please contact School Nutrition

Program staff at (800) 545-7892 or [cnp@isbe.net](mailto:cnp@isbe.net).

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### **Grant Accountability Transparency Act**

#### **GATA Grantee Registration Portal Open**

The grantee pre-qualification registration portal is now active for fiscal year 2018 and may be accessed directly on the Grant Accountability and Transparency Act (GATA) website at [www.illinois.gov/sites/GATA/Grantee/Pages/default.aspx](http://www.illinois.gov/sites/GATA/Grantee/Pages/default.aspx). All grantees must complete the registration process and be qualified to do business with the state of Illinois.

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 (click [HERE](#) to view instructions on obtaining a DUNS number);
- 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 (click [HERE](#) to view instructions on obtaining a DUNS number);
- Have a current SAM.gov account (click [HERE](#) to view instructions on obtaining a SAM Cage Code);
- Not be on the Federal Excluded Parties List (click [HERE](#) to verify utilizing the Quick Search);
- Be in Good Standing with the Illinois Secretary of State, as applicable) (click [HERE](#) to verify). (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 a fiscal year 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 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](#). 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.

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## Summer Conference

### Registration Now Open for Lead, Focus, Connect on June 19

ISBE and the Illinois Association of Regional Superintendents of Schools are hosting the “Lead, Focus, Connect” conference on June 19 at the Wyndam Center in Springfield.

The conference will update participants on various state initiatives, policy, regulation, and mandates, as well as focus on topics that include math strategies, English language arts, Next Generation Science Standards, multi-tier systems of support, safe and supportive schools, licensure, English Learners, and many more. Presenters will include school leaders, Regional Office of Education representatives, and ISBE content specialists.

All teachers and administrators are encouraged to attend. The cost is \$75 per participant, lunch included.

To register, please visit <http://educationregistration.org/index.php/iarss>.

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## School Health Issues

### ‘Asthma Management for School Staff’ Webinar Available Online

A recording of the [“Asthma Management for School Staff” webinar is available online](#). The webinar was presented April 6 by the Respiratory Health Association, the Illinois Department of Public Health, and the Illinois State Board of Education.

The 41-minute long webinar covers learning how to support students to manage their asthma, including identifying asthma triggers; proper inhaler technique; and how to respond during an asthma emergency. Registration is required to access the recording by clicking the link above.

Participants who attend the entire webinar, as evidenced by ISBE attendance logs, will be issued a certificate offering nursing education credit for RNs or LPNs or a certificate of attendance that may be used for non-nurses to confirm attendance. The certificate will be issued via email to the participant within two weeks of attending the webinar.

For more information, please send an email to [jgerdes@isbe.net](mailto:jgerdes@isbe.net).

### Company Announces Voluntary Recall for EpiPen Auto-Injectors

Many school districts have taken advantage of the free epinephrine provided by Mylan, a retailer and distributor of EpiPen auto-injectors. Mylan has announced that Meridian Medical Technologies, a Pfizer company and Mylan's manufacturing partner for EpiPen Auto-Injector, has expanded a voluntary recall of select lots of EpiPen (epinephrine injection, USP) and EpiPen Jr (epinephrine injection, USP) Auto-Injectors to now include additional lots distributed in the United States and other markets in consultation with the U.S. Food and Drug Administration.

The recalled product was manufactured by Meridian and distributed between December 2015 and July 2016. [A detailed list of product and additional information is available online](#).

If school officials think they are in possession of a recalled product, they should first contact Stericycle at (877) 650-3494. Stericycle will ask a series of questions about the EpiPen 2-Pak or EpiPen Jr 2-Pak cartons in possession to confirm if the carton comes from one of the recalled lots. Stericycle will initiate the process of providing a prepaid return package for product return through the mail. Stericycle also will work directly with Mylan to quickly facilitate a replacement. Schools should not return any devices affected by the recall to Stericycle until they have their replacement in hand.

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### **Educator Effectiveness**

#### **High Call Volume Regarding Licensure**

Licensure renewal season opened April 1; therefore, the Division of Educator Effectiveness is experiencing higher than usual call volumes and wait times. Please be aware, users may also experience a lag in the web performance of ELIS. If educators have questions about renewing their license, they can visit the [Renewal and Reinstatement](#) page under Educator Licensure for how-to videos and step-by-step instruction guides.

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### **Student Advisory Council**

#### **Student Advisory Council Application Available Online for 2017-18 School Year**

Applications are currently being accepted for ISBE's Student Advisory Council for the 2017-18 school year. Students attending a public high school in Illinois who are entering the fall semester as a sophomore, junior, or senior are eligible to apply. The application is now available at [www.isbe.net/Pages/Student-Advisory-Council.aspx](http://www.isbe.net/Pages/Student-Advisory-Council.aspx). Ten positions are open for the 2017-18 school year. Interested candidates must complete the application and essays. The deadline to apply is 5 p.m. May 26. If you have questions, please contact Vince Camille at (217) 557-6763 or [vcamille@isbe.net](mailto:vcamille@isbe.net).

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### **Every Student Succeeds Act**

#### **Title I District Plan, Schoolwide Waiver, and Schoolwide Template Webinar**

The implementation of ESSA is prompting changes in the way the Title I program is administered. Please join ISBE for a webinar about the new flexibilities and opportunities for Title I at 10 a.m. on April 20.

ISBE is developing a new tool for submitting the Title I District Plan via IWAS. The Title I District Plan must be approved prior to the Consolidate Application being approved. In addition, ESSA allows the state to waive the poverty percent requirement for schools to become schoolwide. This waiver process will be discussed during this webinar. Lastly, the schoolwide requirements have changed under ESSA. This applies to schools that are already schoolwide and those that are moving to schoolwide. A template is being developed to facilitate the process to ensure all schoolwide buildings are meeting the new requirements and meeting the needs of their students. The schoolwide waiver and the schoolwide template will be released shortly at

[www.isbe.net/Pages/Schoolwide-Programs.aspx](http://www.isbe.net/Pages/Schoolwide-Programs.aspx) under "What's New." The Title I District Plan will be released on IWAS shortly as well. This webinar will go over each in detail and allow time for questions.

To register, please visit

<https://attendee.gotowebinar.com/register/6234540271932233986>.

#### **Foster Care Transportation Guidelines Webinar**

Students in foster care are more likely than their peers to experience adverse educational outcomes. Please join ISBE for a webinar at 1 p.m. on May 4. The webinar will provide an overview of the foster care provisions in ESSA, in particular the point of contact requirement and the transportation procedures requirement. An updated e-bulletin that will guide the webinar is available and transportation guidelines are available at [www.isbe.net/Pages/Foster-Care.aspx](http://www.isbe.net/Pages/Foster-Care.aspx). Representatives from the Illinois Department of Children and Family Services and ISBE will be available to answer questions on these new provisions under ESSA.

To register, please visit

<https://attendeegotowebinar.com/register/4275228145590038017>.

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## In Brief

### Upcoming Events

- Did you know April is **Sexual Assault Awareness Month**? The Centers for Disease Control and Prevention recently released “[STOP SV: A Technical Package to Prevent Sexual Violence](#)” to help states and communities prioritize efforts to prevent sexual violence.
- **Families for Depression** is offering a free webinar for parents, teachers, school counselors and staff, and others interested. The webinar is set for 2-3:15 p.m. on May 3. [Click here for more information and to register.](#)

### Student Recognition

- **Congratulations to the FFA members** who were named [State Proficiency Winners](#) in each area and will be moving on to the national level competition!
- **Congratulations to Lane Tech High School and Phoenix Military Academy in Chicago and Joliet Central High School** for advancing to the 2017 JROTC Leadership & Academic Bowl Championship in Washington, D.C. Great work!

### Educator Recognition

- **Congratulations to Daria Schaffeld of Prospect High School**, Mount Prospect, for being named a winner of the 2017 American Psychological Association Award for Excellence in Teaching!

### District Recognition

- **Congratulations to Township High School District 214, Lindop School District 92, and Blue Ridge School District** for being within the top 10-ranking winners at the [Center for Digital Education’s 2016-17 Digital School Districts Survey Awards](#). Great job!
- **Congratulations to the Career and Technology Education Departments at Rochelle Middle**

**School, Normal Community High School, and Barrington District 220** for being awarded the Program Excellence Award at the annual conference for the International Technology and Engineering Education Association!

### Educator Opportunities

- Illinois Area 5 ROEs are hosting the **2017 Directions Midwest Education Conference** June 13-14 in Collinsville. To register, please visit [www.directionsconference.com/](http://www.directionsconference.com/).

### ISBE Employment Opportunities

- Watch for ISBE career opportunities and find instructions for applying at <https://www.isbe.net/Pages/Careers-at-ISBE.aspx>.