



Weekly Message

May 16, 2017

Message From State Superintendent Tony Smith, Ph.D.

Hello,

Families across the state continue to grapple with distress and trauma, strains that are particularly heightened with cuts to social services. Our students experience these strains, too. As a result, educators are going above and beyond to support students so they can come to class ready to learn. I am so appreciative of the work our teachers do to make up for these gaps.

Community collaboration with schools has also proved incredibly valuable in connecting students with the mental and behavioral health care they need. I visited the Adams County Children’s Mental Health Partnership (ACCMHP) in Quincy last week to learn about the system of care for students created through an investment from the [Illinois Children’s Healthcare Foundation](#). The ACCMHP is a collaboration between health, education, and social service providers – an extraordinary public, private, and philanthropic partnership. The ACCMHP aims to develop a comprehensive and integrated network of services to help strengthen children’s social and emotional health so they can lead productive, meaningful lives.

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The ACCMHP is working to fill service gaps by enhancing training, skill development, and recruitment of practitioners ready to serve children; bolstering supports for children with complex needs; and promoting awareness and literacy around mental health. The partnership emphasizes the importance of cultural sensitivity and addressing the stigmas associated with mental health.

We can be more responsive to students’ needs and more proactive in preventing and caring for children’s mental health issues if we can increase coordination between schools and the medical community. This collaboration to provide more supports for children reflects an investment in

the growth of the community as a whole. Learn more about the Adams County Children's Mental Health Partnership [here](#).

I also had the opportunity to visit West Prairie CUSD 103, Bushnell-Prairie CUSD 170, and Macomb CUSD 185 last week. These districts are implementing innovative teaching strategies and building safe and healthy learning communities that nurture the growth of all students. I was impressed by the student leadership I witnessed at West Prairie High School, particularly the responsibility and level of engagement demonstrated by FFA students and the school's state championship volleyball team. The Bushnell-Prairie City Elementary School principal has made a strong commitment to creating an inclusive school environment where students, staff, and community members feel like they belong. I was excited by Macomb Junior and Senior High Schools' focus on the development of the whole child, backed by community donor support and the principals' collaborative work to provide connected care to all students.

Students across Illinois continue to show outstanding academic achievement and give back to their communities in remarkable ways in spite of the challenges they face. Eight of the 161 high school seniors named 2017 U.S. Presidential Scholars earlier this month are Illinois students! The program recognizes the country's most distinguished graduating seniors for their accomplishments in academics, the arts, and career and technical education, as well as for their leadership and commitment to community service. Congratulations to the 53rd class of U.S. Presidential Scholars from Illinois:

- Jane Boettcher, Naperville - Naperville North High School
- Andrew Guo, Chicago – Home School
- Sophia M. Jerkatis, Naperville - Waubonsie Valley High School
- Jungin A. Lee, Naperville - Metea Valley High School
- Troy Shen, Chicago - The Culver Academies
- Pranav A. Upadhyayula, Plainfield - Illinois Mathematics and Science Academy
- Sushil B. Upadhyayula, Plainfield - Illinois Mathematics and Science Academy
- Kathy M. Xiang, Vernon Hills - Adlai E. Stevenson High School

Andrew Guo was named a U.S. Presidential Scholar in the Arts and Sophia M. Jerkatis was named a U.S. Presidential Scholar in Career and Technical Education. The eight students will each receive a Presidential Scholar Medallion during an awards ceremony in Washington, D.C., on June 18. Find more information about the 2017 U.S. Presidential Scholars [here](#).

The Serve Illinois Commission on Volunteerism and Community Service also recently named the 2017 Governor's Volunteer Service Award recipients. I would like to congratulate the four students honored with the Youth Award:

- Lily Alter, Oak Park - Oak Park and River Forest High School
- Victoria Kuzlik, Byron - Byron Middle School
- Jha'Shaira Farmer, East St. Louis - East St. Louis Senior High School
- Riley Moran, Peoria - Dunlap High School

Lily started a campaign to provide menstrual supplies to homeless women; Victoria has collected coats for victims of domestic violence; Jha'Shaira has been a leader in the community movement East Side Aligned; and Riley has organized projects and volunteered time regularly at Neighborhood House. Read more about the work of these students [here](#). I want to express my deepest appreciation to all of the

Governor's Volunteer Service Award recipients whose work has made a difference in the lives of students in their communities.

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>.

- **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
- **ISBE offices closed for Memorial Day** – May 29
- **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
- **Deadline to submit final grant amendments for projects ending June 30** – May 31
- **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)
- **Illinois State Board of Education meeting** – June 14
- **Lead, Focus, Connect Conference** – June 19 (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 for public notice requirements for all waiver requests.)
- **Deadline to submit Annual Pupil Transportation Reimbursement claim** – Aug. 15

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 <https://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.

Assessment and Accountability

SAT Score Reporting Portal Workshops

College Board will be providing training on the Score Reporting Portal for the SAT Suite of Assessments in June. The purposes of the workshops are to provide district and school leaders access to the Online Score Reporting Portal, an understanding of how to navigate and use the features of the portal, a step-by-step walk-through of exam results and an explanation of how to connect to resources and best practice tools, an overview of Khan Academy, and an explanation of how

students are able to view and link their scores. Each location will have a morning and afternoon session with the same material covered at both sessions. Morning sessions are from 9-11:30 a.m. and afternoon sessions are from 1-3:30 p.m. All workshops are free and light refreshments will be available at both sessions.

- June 12 - Oakton Community College, Des Plaines
- June 12 - University of Illinois, Champaign
- June 13 – Southwestern Illinois College, Belleville
- June 13 – University of Illinois, Springfield
- June 15 – Joliet Junior College, Joliet
- June 19 – University of Lake County, Grayslake
- June 20 – Western Illinois – Quad Cities, Moline
- June 20 – John A. Logan College, Carterville
- June 22 – Rockford University, Rockford
- June 22 – Elgin Community College, Elgin

To register, click [here](#).

Please review the following materials as they will support information covered at the workshops:

- Professional Development Module #6: [Access Here](#)
- Understanding your SAT Score – Student Reports (YouTube Video): [Access Here](#)
- Setting up Access in your College Board Educator Professional Account: [Access Here](#)
- Score Report Portal Help and FAQ Guide: [Access Here](#)

If you have any questions or concerns, please contact College Board at ilsat@collegeboard.org or (847) 653-4554.

SAT Score Availability and Access

Student scores started being released on a rolling basis on May 8 so students would have that information available for early submission deadlines. Most students who tested on April 5 should see their scores. Students who tested later should check regularly to see when their scores are posted.

Educators should see scores as early as May 15, although these are preliminary data, as some scores will continue to be processed into June. For more information on what scores are available when, please check www.isbe.net/Documents/ISBE-SAT-School-Day-Student-Score-Release-Memo.pdf.

For instructions on how to access score data, please read www.isbe.net/Documents/Accessing-SAT-Suite-of-Assessment-Results.pdf.

Educator Effectiveness

Seeking Participants for TAP Conference

ISBE and the Evaluation Systems group of Pearson are in the process of reviewing the passing standard for the Test of Academic Proficiency (TAP). A Passing Score Review Conference for the TAP is being held on July 11-12 in Springfield. At this two-day conference, a committee of practitioners will examine each item included on a test form to recommend passing score judgments.

Current educators with a minimum of three years of experience, especially those with content expertise in *reading, language arts, mathematics, and writing*, are needed to serve on the committee of practitioners to recommend passing scores for the TAP. Such educators should possess the ability to work independently within a group setting. Committee members should possess knowledge of recent educational trends and have demonstrated a positive impact on student achievement.

Additionally, a TAP “Linking Study” committee meeting will be conducted on July 13 in Springfield. The purpose of this meeting is to review and document the relationship between the knowledge, skills, and abilities represented by the TAP objectives and the tasks performed by teachers in Illinois. We are also looking for public school educators to participate in this one-day meeting.

Educators serving on these committees will be reimbursed for travel, hotel accommodations (if necessary) and meals. Substitute reimbursement for committee work during the conference is available through ISBE, providing that the educator is not required to use benefit time to attend.

To complete an application for participation, click [here](#). For questions, please contact Amy Cosgriff at acosgrif@isbe.net.

Funding and Disbursements

Pupil Transportation Claim Reimbursement Webinar Materials

ISBE staff conducted a live webinar on April 12 regarding completion of the annual Pupil Transportation Reimbursement Claim. You may review the recorded webinar, PowerPoint Presentation, Auditor's Presentation, and Participant Q&A under the Pupil Transportation header at www.isbe.net/Pages/Funding-and-Disbursements-Transportation-Programs.aspx.

If you have questions regarding the content of the webinar or completion of the Pupil Transportation Reimbursement Claim, please contact Mark Morten at mmorten@isbe.net or (217) 782-5256.

Updated Transportation Manuals – Special Populations

The Division of Funding and Disbursement Services has recently updated the following two transportation manuals for special populations:

- Infant, Toddlers and Preschool Transportation, which can be accessed at www.isbe.net/Documents/prek_transport.pdf;
- Special Needs Student Transportation, which can be accessed at www.isbe.net/Documents/special_needs_transport.pdf.

These documents have been revised using the latest National Congress for Student Transportation guidelines for best practices in student transportation.

Questions may be directed to Mike Slife at mslife@isbe.net or by phone (217) 782-5256.

2016-17 (FY 2018) Pupil Transportation Claim Reimbursement System Now Available

Please be advised that the Pupil Transportation Claim Reimbursement System (PTCRS) is now available for Local Education Agencies (LEAs) to enter claim data

for the 2016-17 school year. Please refer to the 2016-17 Pupil Transportation Reimbursement Claim Instructions (www.isbe.net/Documents/pupil_reimburse_instruct.pdf) for assistance in completing the claim.

Per statute, the Annual Pupil Transportation Reimbursement claim is due to ISBE on or before **Aug. 15**.

If you have questions regarding PTCRS, please contact Mark Morten at mmorten@isbe.net or call (217) 782-5256. If you encounter technical issues with PTCRS in IWAS, please contact the ISBE Call Center at (217) 558-3600 between 7 a.m. and 5 p.m. Monday through Friday.

2016-17 Final Public School Calendars

The Final Public School Calendar for the 2016-17 school year is now available via the Public School Calendar system in IWAS. Please complete and submit the Final Calendar to the appropriate Regional Office of Education (ROE)/Intermediate Service Center (ISC) by the last day of school.

A Final Public School Calendar must be submitted and approved prior to filing the 2016-17 claims for General State Aid, Pupil Transportation, and 18-3 Regular Education Orphanage. The document type Final Calendar must be submitted even if the district has previous approval on a document type Amended Calendar. If a document type Amended Calendar is in draft status (i.e., has not been submitted for RCDDT Administrator or ROE/ISC for approval), leave it in draft status and proceed entering the Final Calendar.

HELPFUL HINT: The unused proposed emergency days (calendar code XED) that are coded at the end of the school calendar may be removed by correcting the Regular School End Date to the last day of actual school activity. Once the Regular School End Date has been corrected, the calendar codes after that date will be omitted.

Questions that are not addressed in the [Public School Calendar Guidelines](#) or [Final/Proposed Calendar Checkpoints](#) may be directed to the respective ROEs, the Cook County ISC, or to ISBE Funding and Disbursement Division staff member Mike Slife at mslife@isbe.net or (217) 782-5256. If you encounter

technical issues with the Public School Calendar in IWAS, please contact the ISBE Call Center at (217) 558-3600 between 7 a.m. and 5 p.m. Monday through Friday.

Updated State & Federal Grant Administration, Fiscal Requirements, and Procedures Manual

The Division of Funding and Disbursement Services has recently updated the State and Federal Grant Administration Policy, Fiscal Requirements, and Procedures manual, which can be accessed at www.isbe.net/Documents/fiscal_procedure_handbk.pdf.

This document has been in revision for the past few months in order to incorporate the new Federal Uniform Guidance under [Title 2 Code of Federal Regulations Part 200](#) that govern the administration of federal awards/grants as well as all state grants per the Grant Accountability and Transparency Act (GATA). This document is not intended to supersede individual program specific instructions, rules, or procedures.

Some major topics and changes include:

- Glossary of Acronyms and Terms
- GATA requirements
- Amendments (**Note:** Effective for all fiscal year 2018 grant programs, amendments will be required if scope of a project changes significantly or if the expected expenditures exceed the expenditure variance of 10 percent or \$1,000 per an object total, whichever is greater.)
- Sound Internal Controls, Fraud Policy, and General Procurement Standards
- Time and Effort Reporting
- Detailed Function and Object Descriptors
- Recovery of Grant Funds

If you have questions regarding this information, please contact Kim Lewis (kewis@isbe.net) or Craig Rechner (crechner@isbe.net), grants supervisor in the Division of Funding and Disbursements, at (217) 782-5256.

Deadline for Final FY 2017 State & Federal Grant Amendments and End Date Extensions

Many state and federal grant projects are approaching a June 30 end date for obligating FY 2017 grant funds. All state and federal project end date extension requests and final budget amendments must be received at ISBE no later than 30 calendar days prior to the end date of the project.

As a reminder, please be advised of the following regarding the need for a project end date extension:

- An end date extension past June 30 is NOT needed for regular term staff salaries paid on a 12-month salary schedule.
- An end date extension past June 30 is NOT needed to pay obligations (e.g., purchase order for supplies) incurred June 30 or prior.
- An end date extension past June 30 IS NEEDED for new activities and obligations incurred July 1 or later (e.g., Summer School, Professional Development).

Final amendments for state and federal grants with a project end date of June 30, 2017, must be received by ISBE no later than May 31, 2017. For those grants with a project end date of Aug. 31, 2017, the last day amendments will be accepted is Aug. 1, 2017. However, budget increases for state-funded grant projects must be received by June 30, even if the project end date has been extended. For grant applications in the electronic Grants Management System, the deadline is also referenced on the Program Overview page under “Amendment Due Date.”

Note to Special Education and Education for Employment Cooperative Administrators: Member district amendments need to be submitted to the Cooperative/EFE Administrator in a timely fashion to accommodate a final review for accuracy and approvability before acceptance and approval to ISBE on or before the May 31/Aug. 1 deadline.

Title I Excess Carryover

Federal regulations for Title I require that states limit the amount of funds carried over to a subsequent fiscal year. Only 15 percent of the current year allocation, for those LEAs with less than \$50,000 current year allocation, is allowable. In other words, LEAs must

spend all carryover and 85 percent of the current year allocation. Carryover exceeding 15 percent is considered excess and will be reduced from total funds available.

Reasons for excess carryover:

- a) The LEA has excess carryover in the current year project based on ACTUAL expenditures over a 15-month period (final expenditure report from current year plus first-quarter expenditure report of next year).
- b) The LEA has potential excess carryover into the next year's project based on unbudgeted funds within the current year application.

There are three options available if you have potential excess carryover:

- 1) Funds can be relinquished. (These funds are used for reallocation to other LEAs.)
- 2) An excess carryover waiver can be requested. A waiver request must be submitted prior to the project end date and instructions can be found at www.isbe.net/Documents/carryover_waiver.pdf. LEAs may only request a waiver once every three years.
- 3) An amendment can be submitted for the total funds available and expenditure of these funds can be completed. Amendments must be submitted at least 30 days prior to the project end date.

Maximum 2017 carryover amounts for LEAs with less than \$50,000 current year allocation, along with information showing whether your LEA has requested a waiver in the last three years, can be found at the link below. If there is an x in any of the last three years, you cannot request a waiver to carry over excess funds into 2018.

Title I Carryover Maximum and Waiver History:
https://www.isbe.net/_layouts/Download.aspx?SourceUrl=/Documents/Title_I_carryover_15percent.xls.

It is the LEA's responsibility to be aware of the total funds available and if there is a possibility of excess carryover into the next fiscal year. The LEA should monitor its grant to ensure that all available funds have been budgeted and that funds are being spent so that the maximum carryover amount is not exceeded. Below is a link to a worksheet that has been developed that can help you determine if there could be a potential excess issue.

Title I Carryover Calculation Worksheet:
https://www.isbe.net/_layouts/Download.aspx?SourceUrl=/Documents/Title_I_Carryover_calc_worksheet.xlsx.

ISBE will notify the LEA if it has unbudgeted funds or when it has exceeded carryover, but the LEA should monitor the grant to ensure that if the potential for excess for carryover exists that action is taken before the funds are lost.

Please contact your program consultant for information regarding your Title I program. If you have questions on the Title I excess carryover process, please contact the ISBE Funding and Disbursements Division at (217) 782-5256.

Employer's TRS Contribution on Federally Funded Salary for Summer Activities

The Teachers' Retirement System (TRS) requires earnings for summer work to be reported on an accrual basis. Earnings for work performed in June 2017 must be reported on the 2016-17 TRS Annual Report, even if the member is not paid for the June work until July or August. The 2016-17 TRS and THIS contribution rates apply to accrued earnings for work performed in June, regardless of when the June earnings are paid to the teacher.

Earnings for work performed in July and August 2017 must be reported on the 2017-18 TRS Annual Report. The 2017-18 TRS and THIS contribution rates apply to accrued earnings for work performed in July and August, regardless of when the July and August earnings are paid to the teacher.

Several questions from the field regarding what federal TRS rate to use for SUMMER salaries has prompted TRS (trs.illinois.gov/) to instruct LEAs to use the new employer TRS contribution on federally funded salaries that are providing services AFTER the start of the new fiscal year (July 1, 2017). Below are three scenarios and what federal TRS rate to use in each scenario:

- 1. FY 2017: federally funded staff/teachers that have completed their assignments by June 30, 2017, but being paid after July 1: The CURRENT RATE (FY 2017) applies (38.54 percent).

2. FY 2017: federally funded staff/teachers providing services and being paid after July 1: The NEW RATE (FY 2018) applies (44.61 percent). (Please note that an FY 2017 amendment may be needed in this scenario.)
3. FY 2018: federally funded grant staff: The NEW RATE applies (44.61percent).

More information is available on the TRS website at trs.illinois.gov/employers/payments/contributions.htm.

Further questions can be directed to the TRS Employer Services Division at employers@trs.illinois.gov or (888) 877-0890.

Every Student Succeeds Act

Updated ESSA State Plan for Illinois

ISBE submitted the ESSA State Plan for Illinois to the U.S. Department of Education (ED) on April 1, 2017. On April 10, ED identified a section of the plan that it considered incomplete. This section included measurements of interim progress for academic attainment, graduation rate, and English Learner proficiency.

In the plan submitted on April 1, 2017, ISBE stated that it intends to develop measurements of interim progress based on three-year baseline data and that this data is currently unavailable due to not having three years of data from which to determine a baseline for academic attainment, graduation rate, and English Learner proficiency.

In order for the plan to be reviewed in May 2017, ISBE provided measurements of interim progress by using the 15-year time line recommended by stakeholders for academic attainment based upon 2016 PARCC data in grades 3-12; four-year, five-year, and six-year graduation rates; and English Learner proficiency on ACCESS.

The ESSA State Plan for Illinois that contains this information was submitted to ED on May 2, 2017. In this updated version of the plan, ISBE states that the measures of interim progress for academic attainment, graduation rate, and English Learner proficiency will be revisited once three-year composite averages are available for the data.

On May 4, 2017, ED verified that the ESSA State Plan for Illinois is complete and it will undergo peer review May 22-24, 2017.

The updated plan is available [here](#). Please send any questions to essa@isbe.net.

Computer Banc Pilot Program

2,000 Computers Available for 2017-18 School Year

Computer Banc is teaming up this spring with Illinois lawmakers and state officials and agencies to help improve children's access to digital literacy. The pilot program repurposed surplus government computers to provide children access to low cost learning tools at school and at home. Two-thousand \$85 computers are available for the 2017-18 school year for Illinois schools for Aug. 1 delivery. Additional computers will be available on a monthly basis on the first of each subsequent month.

All of the computers are warranted for one full year. The computers provide online web browser access featuring Google Chrome for classroom learning; Testnav functionality for required assessment testing; and offline curriculum featuring more than 1,500 eBooks, Illinois State Museum modules, and early learning educational games.

For more information, visit www.ComputerBanc.org, or contact David Fowler, executive director, via email at director@computerbanc.org or by phone at (217) 528-9506.

U.S. Department of Education Green Ribbon Schools Program

2017 Green Ribbon Awardees

Maercker Intermediate School in Westmont and Chiaravalle Montessori School in Evanston have been named 2017 Green Ribbon schools.

Illinois was one of 28 states to submit candidates for this year's program. A total of 45 schools, nine districts, and nine postsecondary institutions from across the country are being honored for their innovative efforts to reduce environmental impact and

utility costs, improve health and wellness, and ensure effective sustainability education.

The awardees include 39 public schools, including five magnet schools and one charter school, as well as six nonpublic schools. Forty-four percent of the 2017 honorees serve a disadvantaged student body and 14 percent are rural.

For more information on the Green Ribbon Schools program, visit www2.ed.gov/programs/green-ribbon-schools/index.html.

Title Grant Administration

FY 2018 Every Student Succeeds Act Technical Assistance Workshops

ISBE staff invites you to attend a one-day technical assistance workshop being offered throughout the state. This will be the first year of ESSA implementation in the state and will be the focus of the workshop. This summer, the ISBE Title Grant Administration staff will provide information on the application and programmatic changes. Please note, the pre-session for new directors is not available due to the new implementation.

There is no fee to attend and lunch will be provided. Space is limited, so early registration is encouraged. Registration deadline is Monday, **June 12**.

For workshop dates, locations, and registration instructions, please visit www.isbe.net/Pages/Title-Grants.aspx.

Nutrition Programs

Pontiac-William Holliday SD Cafeteria Manager Wins ISBE's School Nutrition Champion Award



Sandra Duniphan, the cafeteria manager for Pontiac-William Holliday School District 105 in Fairview Heights, is the recipient of the Illinois State

Board of Education's 2017 School Nutrition Champion Award. This is the first year for the award

from the agency's Nutrition and Wellness Programs Division.

Duniphan was nominated by Julie M. Brown, the district's superintendent. She wrote in her nominating letter, "Sandra has an excellent relationship with the cafeteria department employees, teachers, parents, and students. I can't imagine how different life would be in our district without Sandra being a part of it. She truly is one of a kind and goes above and beyond to excel in everything she, and her department, do!"

Brown also praised Duniphan for her versatility ("Not only is Sandra the cafeteria manager, but she also cooks, cashiers, and cleans on a daily basis."), her professional development efforts, and several awards and contests Sandra has won, including the Gold Award in the Smarter Lunchroom Assessment and the Show Us Your Dairy Spirit Award from the St. Louis District Dairy Council. Brown also cited Duniphan's enthusiasm to volunteer in her free time and her ability to keep up with rules and regulations to provide food choices that are both healthy and enjoyable.

"To gather feedback and suggestions from students, she has a suggestion box and has met with a student committee to discuss this and review some of the guidelines she has to follow. The menu is always changing, offering favorites, adding new items, and eliminating those that weren't such a hit with students," Brown wrote.

The School Nutrition Champion Award was announced on [School Lunch Hero Day](#) (May 5), which is part of School Nutrition Employee Week. A selection committee reviewed nominations received from across the state. Anyone could nominate a school nutrition professional for the award. ISBE's Nutrition and Wellness Programs Division launched the School Nutrition Champion Award in December 2016. The deadline for nominations was April 3, 2017.

Visit ISBE's [School Nutrition and Wellness Champion's page](#) for more recognition and best practices in Illinois.

Grant Accountability Transparency Act

Required FY 2018 GATA Grantee Pre-Qualification Process

The grantee pre-qualification registration portal may be accessed directly on the GATA website at 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. Additional instructions may also be found at 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 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 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 or (217) 782-5630.

In Brief

Funding Opportunities

- Looking for funding to improve the healthy eating and physical activity opportunities at your school? Learn more at [Fuel Up to Play 60](#). Up to \$44,000 per year is available to qualified K-12 schools enrolled in Fuel Up to Play 60 to jumpstart healthy changes. The deadline to apply is June 14.
- **AdVenture Capital’s Fuel Up for Summer Challenge** is now live on [AdCapYOUth.org](#). Students can submit their BIG ideas to win \$1,000 to implement a project that increases awareness of food insecurity and promotes opportunities to connect to summer feeding programs. The deadline to submit project ideas is May 19.

Upcoming Events

- The Tourette Syndrome Camp Organization will host the 24th **Annual Tourette Syndrome Camp USA** from June 25 – July 1 at YMCA Camp Duncan in Ingleside. For more information, visit www.tourettecamp.com.

Educator Opportunities

- **Teach Plus** is looking for excellent teachers for the [Illinois Teaching Policy Fellowship](#). Teachers will learn about policy issues that affect them and their students, practice advocacy skills such as writing op-eds or meeting with legislators, and

work to influence state education policy to ensure that all students receive a great education. Fellows also receive a stipend. If you are an experienced teacher (at least three years classroom experience) who is ready to expand your influence, learn more [here](#).

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!

Educator Recognition

- **Congratulations to Steve Jenkins**, a building trades teacher at Robinson High School, for receiving a 2017 Golden Apple Award by [WTHI-TV](#). Congrats, Mr. Jenkins!

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!

Educator Resources

- [WE Schools](#) provides helpful resources for educators and exclusive learning opportunities for students by preparing them with the life skills to better the world and empowering them to forge their own paths to success. For more information, please contact Francie.Richards@we.org.

ISBE Employment Opportunities

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