



Instructions for Completing the Reports of Antisemitism Report

- For questions relating to ePlan access, please contact ePlan.Help@tn.gov.
- For technical assistance with completing the report, please contact TDOE.CivilRights@tn.gov.

Instructions for Completing the Reports of Antisemitism Report

Step 1: After signing in with your ePlan username and password, you will be presented with the ePlan Home Screen.

The screenshot shows the ePlan Home Screen with the following content:

- Header:** TN Department of Education logo.
- Left Navigation Menu:**
 - ePlan Home
 - Administer
 - Search
 - Reports
 - Inbox
 - TDOE Resources
 - Help for Current Page
 - Contact TDOE
 - Create Help Desk Ticket
 - ePlan Sign Out
 - Help, ePlan
 - Test Site
 - Session Timeout 00:28:45
- Main Content Area:**
 - ePlan Home**

This is the **TEST** site. Please be sure to complete your work on the **LIVE** site.
 - Announcements**
 - FY22 Charter School Facilities Grant Open (4/25/2022)**

Contact: Nathan.G.Parker@tn.gov

The FY22 Charter School Facilities Grant opens in ePlan on **April 24, 2022**. Per pupil allocations have been loaded for every charter school in operation; schools must submit a budget for approval in ePlan before reimbursements can be submitted.

Charter schools may elect to apply for additional facilities funds by submitting all necessary application materials for the competitive portion in ePlan by **Friday, May 20, 2022**.

The application for the competitive application can be found here: [Charter School Grants \(tn.gov\)](#)
 - FY23 CFA Preliminary Allocations (4/14/2022)**

Contact: [EPO Divisional Coordinators](#)

Preliminary allocations for the Consolidated Funding Application (CFA) FY23 will be uploaded by the end of the day, **April 14, 2022**. The due date for submitting the FY23 CFA has been extended to **Friday, May 6, 2022**. As a reminder, most preliminary allocations loaded in the CFA are preliminary allocations based on projections from the U.S. Department of Education. The IDEA Part B and Preschool amounts are placeholder amounts from FY22 to allow LEAs to begin the budgeting process since preliminary allocations are not ready at this time.

FY23 final allocations for the Elementary and Secondary Education Act (ESEA) and Individuals with Disabilities Education Act (IDEA) programs will be loaded into the CFA in ePlan later this summer. Once the department loads final allocations, LEAs must revise the application budgets. Title I, Part A district set-asides, IDEA Comprehensive Coordinated Early Intervening Services (CCEIS), and IDEA Parentally-Placed Private School Students.
 - 2022-23 Perkins Reserve Grant Application Deadline-April 29 (4/7/2022)**

Contact: Sarah.G.Williams@tn.gov

The Perkins Reserve Grant (PRG) is a competitive grant opportunity made possible through the federal Perkins V legislation passed in 2018. In 2020, the PRG grant opportunity was redesigned under the four-year [Strengthening Career and Technical Education in Tennessee](#) state plan to foster local innovation and support implementation of CTE programs and career pathways, especially in more rural areas, aligned with regionally identified high skill, high wage, and/or in-demand occupations or industries.

The 2022-23 Perkins Reserve Grant focuses on fostering innovation to address equitable access, aligned programs of study or career pathways, and high-quality learning experiences. For each of these priority areas, applicants may implement strategies/projects that address one of four tenants of Innovative School Models to expand equitable access for all students (beginning in early and middle grades, 5-8). These four tenants are: Innovate with TIME, Innovate with SPACE, Innovate with MODES OF LEARNING, and Innovate with PARTNERSHIP.

LEAs that submitted their Notice of Intent to Apply in March have until **Friday, April 29, 2022 at 11:59 p.m. CT** to submit their grant applications in ePlan.

Access the 2022-23 Perkins Reserve Grant Guide [here](#).
 - Maintenance of Equity for ARP ESSER Funding (4/7/2022)**

Contact: Deborah.Thompson@tn.gov
 - Reminders**

Dates to Remember (2/3/2022)
*Dates are subject to change as things continue to update. Please check the department's [online calendar](#) for updated dates.

 - April**
 - April 22:** TN ALL Corps Community Partner Grant Application Deadline
 - April 29:** Tennessee Educator Survey Close
 - April 29:** Wave 1 Summer Programming Applications due in ePlan
 - April 29:** Perkins Reserve Grant Application Deadline
 - May**
 - May 2:** School Planning Process Begins
 - May 5:** Corporal Punishment Reporting Form Deadline
 - May 6:** FY23 Consolidated Funding Application (CFA) due in ePlan
 - May 6:** School Climate Survey Window Closes
 - May 6:** Wave 2 Summer Programming Applications due in ePlan
 - May 9-10:** Tennessee STEM Innovation Summit
 - May 13:** Coordinated School Health District Application Deadline
 - May 13:** Wave 3 Summer Programming Applications due in ePlan
 - May 20:** Educator Talent Pool Recommendations Deadline
 - May 20:** TCAP Raw Scores Available, Beginning of Review Period
 - May 27:** Universal Reading Screener Spring Submission Deadline
 - May 30:** 2022 Summer OLNTT Registration Closes
 - June**
 - June 1:** ESSERF Data Collection Due in ePlan
 - June 1:** School Directory Change Submissions Deadline
 - June 1:** Program and School Authorization Form Deadline
 - June 3:** 2021-22 State Report Card School and District Messages Survey Deadline
 - June 8:** 2022-23 TEAM Evaluator Certification and Recertification Training Opens
 - June 13-17:** 2022 Summer Occupational License New Teacher Training
 - June 17:** 2021-22 Ready Graduate Appeals Window Closes
 - June 20-24:** Active Students, Active Learners' Virtual PD Week 2022
 - June 30:** Student IC Data Submission Deadline
 - July**
 - July 1:** 2022-23 Differentiated Pay Plans Submissions Deadline
 - July 31:** Statewide Industry Credentials Submissions Deadline

See the [latest edition of the Commissioner's Update for Directors](#)
 - Welcome to ePlan (10/11/2020)**

ePlan is Tennessee's online platform that allows schools and districts the ability to access district and school plans, funding applications, and monitoring tools. ePlan has a dedicated TDOE Resource page, which has multiple resources available to help districts ensure that Tennessee Succeeds when it comes to educating our students.

Instructions for Completing the Reports of Antisemitism Report

Step 2: Click the “Data and Information” tab on the menu on the left.

TN Department of Education

ePlan Home
Administer ▶
Search ▶
Reports
Inbox ▶
Planning ▶
Monitoring ▶
Funding ▶
Data and Information ▶
Reimbursement Requests ▶
Project Summary
LEA Document Library
Address Book
TDOE Resources
Help for Current Page
Contact TDOE
ePlan Sign Out

Data and Information

Alvin C York Institute (961) State Special School

This is the TEST site. Please be sure to complete your work in the LIVE site. Test Database refreshed Apr

2026 ▼ Active ▼

- Data and Information**
- [Academic Special Courses](#)
- [Allocation of Reallocation](#)
- [Alternative Education Survey](#)
- [APR Local Determination Acknowledgement Form](#)
- [Carryover and Expiring Funds Review](#)
- [Coordinated School Health Action Plan](#)
- [CTE Special Programs of Study](#)
- [Data Report for Students with Disabilities](#)
- [ESSER Reporting and Recording Federal Interest](#)
- [Excess Cost](#)

Instructions for Completing the Reports of Antisemitism Report

Step 3: Select “Reports of Antisemitism” in the Data and Information window as shown. (Please note that for the 2025-26 school year, you will be completing the report for **FY2026**.)

2026 ▾ Active ▾

Data and Information	Revision	
Academic Special Courses	0	
Acknowledgement of Reallocation	0	
Alternative Education Survey	0	
APR Local Determination Acknowledgement Form	0	
Carryover and Expiring Funds Review	0	
Coordinated School Health Action Plan	1	
CTE Special Programs of Study	0	
Data Report for Students with Disabilities	0	
ESSER Reporting and Recording Federal Interest	0	
Excess Cost	0	
Federal Program Waiver Request	0	
Grant Award Notifications	0	
Homeless Immunization Report	0	
IDEA High Cost	0	
IDEA Parentally-Placed Non-Public School Reserve Calculation	1	
IDEA State Special School Transportation Reimbursement	0	
Indirect Cost	0	
McKinney-Vento Subgrant Closeout Report	0	
Non-Public School Survey	0	
Parental Leave	0	
Perkins V Comprehensive Local Needs Assessment (CLNA)	0	
Physical Activity Compliance Report	0	
Prayer Certification	0	
Reimbursement Request Review	0	
Release of Funds	0	
Reports of Antisemitism	0	
Results-Based Monitoring Risk Analysis	0	
Summer Programming Waiver	0	
Tennessee English Learner LEA Self-Assessment (TELLSA)	0	
Title I, Part A - Supplement Not Supplant	0	
TN PULSE LEA User Access Agreement	0	



Instructions for Completing the Reports of Antisemitism Report

Step 4: Change the status to "Draft Started" by clicking the Draft Started text.

TN
Department of Education

- [ePlan Home](#)
- [Administer](#)
- [Search](#)
- [Reports](#)
- [Inbox](#)
- [Planning](#)
- [Monitoring](#)
- [Funding](#)
- [Data and Information](#)
- [Reimbursement Requests](#)
- [Project Summary](#)
- [LEA Document Library](#)
- [Address Book](#)
- [TDOE Resources](#)
- [Help for Current Page](#)
- [Contact TDOE](#)
- [ePlan Sign Out](#)

Test Site

Session Timeout
(Hide Timer)
00:29:41

Reports of Antisemitism Sections

Alvin C York Institute (961) State Special School - FY 2026 - Reports of Antisemitism - Rev 0

This is the TEST site. Please be sure to complete your work in the LIVE site. Test Database refreshed Apr 22 2026 4:06AM.

Status: **Not Started**

Change Status To: [Draft Started](#)

[View Change Log](#)

Description (View Sections Only View All Pages)	Validation	Print Select Items
All		Print
[-] History Log		Print
History Log		Print
Create Comment		
[-] Reports of Antisemitism		Print
Reports of Antisemitism Data		Print
[-] Checklist		Print
Checklist		Print
All		Print

[Return](#)

Instructions for Completing the Reports of Antisemitism Report

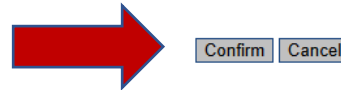
Step 5: You will be prompted with the following warning: “You are about to change the status of this Data and Information to Draft Started. Click Confirm to change the status.” Click Confirm.

Status Change Confirmation

Alvin C York Institute (961) State Special School - FY 2026 - Reports of Antisemitism - Rev 0

This is the TEST site. Please be sure to complete your work in the LIVE site. Test Database refreshed Apr 22 2026 4:06AM.

You are about to change the status of this Data and Information to Draft Started. Click Confirm to change the status.



Step 6: Click “Reports of Antisemitism Data”

Re

Status: [Draft Started](#)

Change Status To: [Draft Completed](#)


[View Change Log](#)

Description <small>(View Sections Only View All Pages)</small>	Validation	Print <input type="checkbox"/> Select Items
All	Messages	Print
<input type="checkbox"/> History Log		Print
History Log		Print
Create Comment		
<input type="checkbox"/> Reports of Antisemitism	Messages	Print
Reports of Antisemitism Data	Messages	Print
<input type="checkbox"/> Checklist		Print
Checklist		Print
All	Messages	Print

[Return](#)

Instructions for Completing the Reports of Antisemitism Report

Step 7: Enter the relevant data and information. Please note the links to the resources at the bottom of the page should you need them.



- ePlan Home
- Administer
- Search
- Reports
- Inbox
- Planning
- Monitoring
- Funding
- Data and Information
- Reimbursement Requests
- Project Summary
- LEA Document Library
- Address Book
- TDOE Resources
- Help for Current Page
- Contact TDOE
- ePlan Sign Out

Reports of Antisemitism Data

Alvin C York Institute (961) State Special School - FY 2026 - Reports of Antisemitism - Rev 0

This is the TEST site. Please be sure to complete your work in the LIVE site. Test Database refreshed Apr 22 2026 4:06AM.

[Save And Go To](#)

Please identify the employees responsible for the LEA's compliance with state antisemitism reporting laws (T.C.A. § 49-50-1801 to § 49-50-1804) for the 2025-26 school year:

Name	Phone Number	Email Address	Title
✖ <input style="width: 90%;" type="text"/>	✖ <input style="width: 90%;" type="text"/>	✖ <input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
Add Row			

1. The total number of complaints of antisemitic discrimination and harassment during the 2025-26 school year.

2. The total number of reported cases where an investigation indicated antisemitic discrimination and harassment occurred (total confirmed cases).

This can be used to add copies of your LEA's current Code of Conduct or Anti-discrimination Policies. This is optional and is not required for this report.

Documents		
Type	Document Template	DocumentLink
Code of Conduct or Anti-discrimination Policies. ⓘ	N/A	Upload New

Resources

[LEA Antisemitism Formal Reporting Process - January 2026](#)

[Save And Go To](#)

Test Site
Session Timeout
(Hide Timer)
00:29:33

Instructions for Completing the Reports of Antisemitism Report

Step 8: When you have completed this page, click “Go to Next Page.” Here, click “Draft Completed.” If you receive validation errors, proceed to **Step 9**. If you have no validation errors, proceed to **Step 10**.

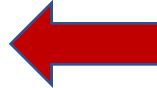
Reports of Antisemitism Sections

Alvin C York Institute (961) State Special School - FY 2026 - Reports of Antisemitism - Rev 0

This is the TEST site. Please be sure to complete your work in the LIVE site. Test Database refreshed Apr 22 2026 4:06AM.

Status: Draft Started

Change Status To: [Draft Completed](#)



[View Change Log](#)

Description (View Sections Only View All Pages)	Validation	Print Select Items
All	Messages	Print
<input type="checkbox"/> History Log		Print
History Log		Print
Create Comment		
<input type="checkbox"/> Reports of Antisemitism	Messages	Print
Reports of Antisemitism Data	Messages	Print
<input type="checkbox"/> Checklist		Print
Checklist		Print
All	Messages	Print

[Return](#)

Step 9: If you receive an error message about being unable to change the status due to validation errors, click the link to view the errors.

Status Change Confirmation

Alvin C York Institute (961) State Special School - FY 2026 - Reports of Antisemitism - Rev 0

This is the TEST site. Please be sure to complete your work in the LIVE site. Test Database refreshed Apr 22 2026 4:06AM.

Status cannot be changed. One or more validation errors exist. [Click here to view the errors.](#)



[Return](#)

Instructions for Completing the Reports of Antisemitism Report

Click the “Review” link to the left of the error, and you will be brought to the relevant screen to enter the missing data.

Validation Messages

Alvin C York Institute (961) State Special School - FY 2026 - Reports of Antisemitism - Rev 0

This is the TEST site. Please be sure to complete your work in the LIVE site. Test Database refreshed Apr 22 2026 4:06AM.

[Return To Sections Page](#)

Reports of Antisemitism

Actions	Reports of Antisemitism Data
Review	Questions marked with an asterisk (*) require a response. Error

[Return To Sections Page](#)

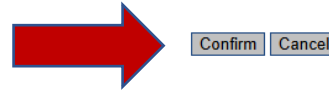
Step 10: Click Draft Completed. You will be prompted to confirm the status change. Click “Confirm.”

Status Change Confirmation

Alvin C York Institute (961) State Special School - FY 2026 - Reports of Antisemitism - Rev 0

This is the TEST site. Please be sure to complete your work in the LIVE site. Test Database refreshed Apr 22 2026 4:06AM.

You are about to change the status of this Data and Information to Draft Completed. Click Confirm to change the status.



Once the status is updated to “Draft Complete,” the “LEA Authorized Representative” must log in to complete **Step 11**.

Instructions for Completing the Reports of Antisemitism Report

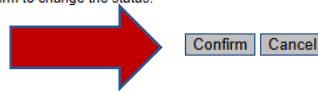
Step 11: Once in “Draft Complete” status, the “LEA Authorized Representative” is ready to review the data submitted and either approve or suggest feedback. If there is feedback, the “LEA Authorized Representative” must input their feedback and change the status to “LEA Authorized Representative Returned with Feedback.” Then, the “Reports of Antisemitism Director” must review the feedback and make any necessary edits. Once approved, the “LEA Authorized Representative” must change the status to “LEA Authorized Representative Approved” by confirming the status change.

Status Change Confirmation

Alvin C York Institute (961) State Special School - FY 2026 - Reports of Antisemitism - Rev 0

This is the TEST site. Please be sure to complete your work in the LIVE site. Test Database refreshed Apr 22 2026 4:06AM.

You are about to change the status of this Data and Information to LEA Authorized Representative Approved. Click Confirm to change the status.



Instructions for Completing the Reports of Antisemitism Report

Step 12: Once the “LEA Authorized Representative” has approved, the status will change to “LEA authorized Representative Approved.”

Reports of Antisemitism Sections

Alvin C York Institute (961) State Special School - FY 2026 - Reports of Antisemitism - Rev 0

This is the TEST site. Please be sure to complete your work in the LIVE site. Test Database refreshed Apr 22 2026 4:06AM.

Status: LEA Authorized Representative Approved

Change Status To: [TDOE Reports of Antisemitism Director Reviewed](#)
or
[TDOE Reports of Antisemitism Director Returned](#)

[View Change Log](#)

Description (View Sections Only View All Pages)	Validation	Print Select Items
All		Print
[-] History Log		Print
History Log		Print
Create Comment		
[-] Reports of Antisemitism		Print
Reports of Antisemitism Data		Print
[-] Checklist		Print
Checklist		Print
All		Print

[Return](#)

At this point, the data that was submitted will be reviewed by TDOE. TDOE will accept the form or will return it with suggested feedback. The “LEA Authorized Representative” must make any suggested edits and resubmit the form.

PLEASE NOTE: A status of “TDOE Reports of Antisemitism Director Reviewed” means your form has been accepted and no further action is needed.

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