



LEA LOOK FORWARD

April 3 - 10, 2014

Enrollment Audit

New: Enrollment Audit/ Residency Verification

In preparation for the Enrollment Audit season, OSSE has updated all forms for residency verification and posted them on the OSSE website. Additionally, the website contains the training slides for residency verification. Please access [Enrollment Audit guidance/information](#) here. You can also review and provide feedback or any additional questions to [Dr. Johnnie Meadors](#), [Mr. Sean Flora](#) or at the Enrollment Audit mailbox: osse.enrollmentaudit@dc.gov.

Reminder: Enrollment Audit Survey Final Results Feedback Request

OSSE values your feedback and suggestions. We ask that you please take a moment to provide comments on the 2013-2014 SY Enrollment Audit by accessing our [LEA Enrollment Audit Survey](#). If you have additional questions or concerns, please contact [Dr. Johnnie Meadors](#) or [Sean Flora](#).

Thank you for assistance in this year's student enrollment audit process.



Division of Early Learning

Reminder: Professional Development Course Catalog

The [Spring FY 2014 Course Catalog](#) has been developed to provide the early childhood education (ECE) and Out-of-School Time (OST) workforces with multiple opportunities for professional growth and development; opportunities for meeting the yearly continuing education requirements; and opportunities to participate in a District-wide professional learning community. Please access the Spring FY 2014 Professional Development Course Catalog to check out the learning opportunities.

Contact [Dana Caffee-Glenn](#), Professional Development Coordinator at the Early Learning Professional Development Unit, via email for additional questions.

Reminder: 2014 DC Infant and Toddler Conference: April 14, 15, and 17

The 2014 DC Infant and Toddler Conference: "Creating Pathways to Early Success" will bring together more than 900 professionals in infant/toddler early care and education. Early intervention and infant/toddler specialists, home visitors, social workers, mental health providers as well as physical, occupational therapists, pediatricians, dietitians and other professionals will be joining OSSE as programming partners and conference participants as we continue our efforts to build healthy families and healthy communities.

The conference will be held on April 14, 15, and 17 from 8:30am to 5:00pm at The Kellogg Conference Center in Gallaudet University. The conference repeats each day, thus you only need to register for a day.

[Register Now](#)



LEA LOOK FORWARD

Division of Early Learning (Continued)

Reminder: Child Care Emergency Preparedness Online Workshop

Improve your skills and take your practice to the next level by ensuring that all the children in your care will be protected during emergencies.

Please access the online workshop through the U.S. Center for Child Development and Resiliency to complete the [Save the Children's Child Care Emergency Preparedness Training](#).

Reminder: The Pre-K Classroom Technical Assistance and Comprehensive Service Vendor Form

The Pre-Kindergarten Grantee contractor approval form has been renamed to the Pre-Kindergarten Classroom TA and Comprehensive Services Approval Form. As a reminder, vendors should be selected from the OSSE Approved Trainer list. Please submit all Pre-Kindergarten Classroom TA and Comprehensive Services Vendor Approval Forms to [NyKisha Haley](#).

Approval Form submission deadlines are as follows:

- Thursday, May 15, 2014

For a copy of the Pre-K Classroom TA and Comp, please contact [NyKisha Haley](#).



Division of Elementary & Secondary Education

New: Truancy Reporting Reminder

Per the Attendance Accountability Amendment Act of 2013, LEAs must notify OSSE within two business days of a student's 10th unexcused absence. OSSE will provide the parent with a truancy prevention resource guide.

To notify OSSE of students with 10 or more unexcused absences, please complete the [Truancy Notification Form](#) and send it to osse.truancyprevention@dc.gov.

OSSE believes that preventing truancy is a shared responsibility between the state education agency, local school districts, parents, students and community members. Thank you for helping to reduce truancy.

Final Notice: School of Rock Next Generation Science Standard Summer Institute, Applications Due April 7

High School Science Teachers: Learn more about the new Next Generation Science Standards this summer with The School of Rock via a fully funded one week summer PD institute.

When: August 10 - 16, 2014

Where: University of Delaware, Lewes

Application Deadline: March 25, 2014

Contact: [Jennifer Collins](#)



LEA LOOK FORWARD

Division of Elementary and Secondary Education (Continued)

This growing network of award-winning teachers serves as a vital resource for improving science, technology, engineering, and mathematics education and keeping America globally competitive. Please refer to the eligibility criteria below, and visit the [PAEMST website](#) to complete an online nomination form.

2014 PAEMST Awardees nominees must:

- Teach mathematics or science (including computer science) at the K – 6th grade level (2014 deadline) in a public or private school.
- Hold at least a bachelor's degree from an accredited institution.
- Be a full-time employee of the school or school district, and teach students at least 50% of the time.
- Have at least 5 years of full-time, K-12 mathematics or science (including computer science) teaching experience prior to the 2013-2014 academic school year.
- Be a U.S. citizen or permanent resident.
- Not have received the PAEMST award at the national level in any prior competition or category.

For any questions or concerns, please feel free to reach out to [Kadena Duncan-Lawrence](#) or [Ayan Islam](#).

Reminder: Cutting to the Core Training

Teach Plus and teachers from across Washington, DC will be hosting a collaborative training in understanding the Common Core State Standards (CCSS).

Please **Save the Dates** and visit teachplus.org to RSVP

- Wednesday, April 23, 2014
- Wednesday, May 21, 2014



Division of Post-Secondary & Career Education

New: Request for Applications for the Career and Technology Education (CTE) Certification Fund

OSSE Adult and Career Education Division invite submission of applications for funding for the CTE Certification Fund. The purpose of this grant is to support eligible LEAs and the University of the District of Columbia Community College (UDC-CC) with full or subsidized payments of certification exams within Priority Career Sectors in the District of Columbia as identified in the CTE Strategic Plan.

Please access the strategic plan and certification fund RFA below:

[CTE Strategic Plan](#)

[CTE Certification Fund RFA](#)



LEA LOOK FORWARD

Division of Post-Secondary and Career Education (Continued)

Reminder: FSA Tool Publishes FAFSA Completion Numbers for the High School Graduating Class of 2014

The US Department of Education is now providing high schools with current data about their FAFSA submissions and completions so that high schools can track their progress and help ensure that their students complete a FAFSA. For more information about the FAFSA Completion Tool, and to view high school completion rates, click [here](#).

Reminder: Event: OSSE College & Career Expo

The College and Career Expo is a yearly event designed to expose 7th – 11th grade students and their families to the complete postsecondary landscape and to encourage smart college and career choices.

This year's Expo takes place on **Saturday, April 12, 2014** at the [Historic Howard Theater](#) from 9:00am – 1:30pm. For questions please contact [Mike Andrews](#).

Reminder: 2014/2015 DC TAG Application

The DC TAG application opened February 1 and the deadline to submit all supporting documents will be **Monday, June 30, 2014**. To apply, visit www.dconeapp.dc.gov.

Supporting documents must be brought to the Office of the State Superintendent of Education, third floor, 810 First Street, NE, Washington DC 20002; office hours are Monday - Friday, 8:30am - 5:00pm.

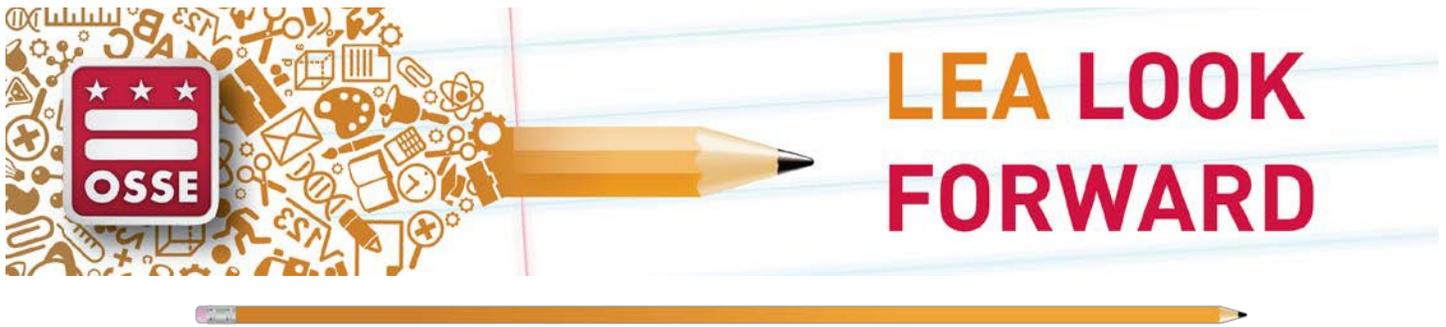
If a student experiences issues with completing the application, an update to the Compatibility View of the computer may be needed. To properly view and complete the DCONEAPP application, Internet Explorer 7 - 9 or Internet Explorer 10, Compatibility View" mode is required. Please see below to assist in turning the Compatibility View mode on/off. The system is not designed to function with any other browsers including but not limited to; Firefox, Safari, Android or Chrome.

- Turning on/off Compatibility Mode
- Click/tap the "Tools" command bar button
- Click/tap the "Compatibility View" button (If Compatibility View is grayed out, then the webpage has no compatibility issues)
- The webpage will reload with Compatibility View turned on for it, and the website will be added to the list in compatibility view settings

For additional questions please contact: **Post-Secondary Education** on (202) 727-2824.

Reminder: Dual Enrollment Funding Available for Spring 2014 Semester

OSSE's Dual Enrollment Fund provides support for unmet tuition, fee and book costs for high school students enrolled in post-secondary classes at District universities. OSSE can provide support and funding to schools looking to create new dual enrollment partnerships. If your school is interested in increasing the number of students who participate in dual enrollment, or if you have any questions, please contact [Mike Andrews](#).



Division of Specialized Education

New: DC State Special Education Conference Title Competition

To mark the inaugural DC state special education conference, the Office of the State Superintendent of Education, has launched a competition whereby the DC community can submit entries for a conference title!

The purpose of this conference is to provide teachers, related service providers, administrators, and families with the opportunity to attend high quality sessions in the field of special education. Participants will be able to attend robust sessions in the following strands: (a) Early Childhood; (b) Secondary Transition; (c) Instruction; (d) Positive Behavioral Supports; (e) Related Services Engagement; and (f) Parent/Family Engagement. Local and national presenters will provide participants with the latest initiatives in the field including research- and evidence-based practices to enhance professional and personal growth that will improve outcomes for students with disabilities.

In the spirit of the conference's purpose, OSSE is extending stakeholders the opportunity to create a title and/or graphic that will capture the vision of special education in DC.

This competition aims to give voice to DC education stakeholders' concerns and wishes about important information and best practices in the education of all children, especially children with disabilities.

Rules

Who can participate?

Submissions are encouraged from those passionate about improving special education for the children of the District of Columbia; this includes educators, administrators, parents, students, and other interested parties.

The winner will be announced on the OSSE homepage and the affiliated school campus/organization will receive an educational prize.

Send your titles and/or graphics

Simply send your conference title ideas, along with an explanation of why this title should be selected (100 words or less), your name, community/school affiliation, and contact information to osse.tta@dc.gov.

The graphic should be a visual tool representative of the purpose of the conference.

Deadline

All entries must be received by 5:00PM Friday, May 2, 2014. Participants can submit up to three entries.



LEA LOOK FORWARD

Division of Specialized Education (Continued)

New: Family Educational Rights and Privacy Act (FERPA) Notice to Parents for DC v. District of Columbia

A civil lawsuit, D.L. v. District of Columbia, Civil Action No. 05-1437 (Judge Royce Lambert), is presently pending in federal court in the District of Columbia. This lawsuit has been certified as a class action and was filed on behalf of all children who were between the ages of 3 through 5, during the period from April 2011 through the present, who allegedly were not timely identified as eligible for special education services and provided with those services under the Individuals with Disabilities Education Act (IDEA) (20 U.S.C. § 1400 et seq.). Lawyers for the plaintiff-class have asked the District of Columbia for educational records from the Office of the State Superintendent of Education and the District of Columbia Public Schools that may contain personally identifiable information regarding children who were referred, evaluated or received services under the IDEA.

Notice to parents regarding their rights concerning disclosure of personally identifiable information, and their ability to object to such a disclosure, was recently sent to all parents of students who meet the criteria of the class certification. To date, no student records have been released, and the original notice period has been extended to **April 14, 2014**, due to a delay in the original mailing. Parents should be receiving a postcard notification this week to this effect, in English and in Spanish.

Should a parent of a child in your LEA have questions, please encourage him/her to contact Ms. Desirée Brown, Special Projects Manager, Community and Parent Relations, at Desiree.brown@dc.gov or 202-741-0271.

New: Special Education Title 5-E DCMR Chapter 30 Regulatory Review and Strategic Planning Initiative

OSSE is initiating a review of key components of Title 5-E, Chapter 30 of the District of Columbia Municipal Regulations (DCMR), the local regulation that governs special education practice in the District of Columbia, with the intention of revising identified key components. In addition, input from the process will be used to inform the development of a new five-year strategic State Systemic Improvement Plan (SSIP) for Special Education.

As part of the regulatory review process, the Division of Specialized Education (DSE) will be releasing surveys and holding topic-specific focus groups on key content area “clusters” to inform the work:

- Transfer of Educational Rights
- Child Find, Evaluation, & Eligibility Determination
- Specialized Instruction & Caseload/Class Size
- Least Restrictive Environment (LRE) & Discipline Procedural Safeguards
- Graduation Pathways, Secondary Transition, & IEP Certificate of Completion

A high-level overview of the initiative’s calendar of events and the OSSE content area review process can be found at: [DC Municipal Regulations \(DCMR\) Title 5-E, Chapter 30: Special Education Review Schedule](#)

The first content area, ***Transfer of Educational Rights***, is being reviewed beginning next month.

DSE has developed a topic-specific survey that is open to all stakeholders. The deadline for submission of this topic survey is Monday, April 21, 2014. [View the Survey!](#)



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Division of Specialized Education (Continued)

Presenter(s): OSSE

Date(s): April 23, 2014

Time: 1:00pm to 2:00pm

[Registration](#)

New: Behavior Webinar Module II: Trauma Informed Behavior Support

Participants will develop a deeper understanding of the impact that trauma can have on student behavior and academic performance. By better understanding the role trauma can play in students' lives, educators can implement practices that create a safe and supportive environment that mitigate the impact of trauma and foster student success.

Presenter(s): OSSE

Date(s): April 22, 2014

Time: 10:00am to 11:30am

[Registration](#)

New: Youth Mental Health First Aid Training

Youth Mental Health First Aid is designed to teach parents, family members, caregivers, teachers, school staff, peers, neighbors, health and human services workers, and other caring citizens how to help an adolescent (age 12-18) who is experiencing a mental health or addictions challenge or is in crisis. Youth Mental Health First Aid is primarily designed for adults who regularly interact with young people. The course introduces common mental health challenges for youth, reviews typical adolescent development, and teaches a 5-step action plan for how to help young people in both crisis and non-crisis situations. Topics covered include anxiety, depression, substance use, disorders in which psychosis may occur, disruptive behavior disorders (including AD/HD), and eating disorders.

Presenter(s): Department of Behavioral Health (DBH)

Date(s): April 25, 2014

Time: 8:30am to 4:30pm

Location: 810 First Street, NE, 806 B

[Registration](#)

New: Nonviolent Crisis Intervention

The Nonviolent Crisis Intervention training program, developed by Crisis Prevention Institute (CPI), is embraced worldwide as a highly effective behavior management system for organizations committed to providing quality care and services in a respectful, safe environment. The strategies taught in the Nonviolent Crisis Intervention training program provide participants with a proven framework for decision making and problem solving to prevent, de-escalate, and safely respond to disruptive or assaultive behavior.

This event will not go over physical restraint techniques. Please wear comfortable clothing, closed-toed shoes, and bring a water bottle.



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Division of Specialized Education (Continued)

During each webinar, participants will learn:

- The basic tenets of each special education policy
- The laws and regulations underlying each policy
- Best practices in implementing the policies, including case studies
- Documentation of policies and procedures in the Special Education Data System (SEDS)
- Where to find additional resources

Each webinar is pre-recorded and is available for download in Windows Media file format (for information about PC and Mac technical requirements needed to view the recording click [here](#)). Webinars vary in length from 20 to 75 minutes, depending on the length of the policy. To access a webinar, simply click the hyperlink below. Additional DSE policy webinars will be added to this list as they are completed.

For questions about this policy webinar project, please contact the DSE Training & Technical Assistance Unit: osse.tta@dc.gov.

Individualized Education Program (IEP) Process Policy
Individualized Education Program (IEP) Amendment Policy
Part B Initial Evaluation/Reevaluation Policy
Comprehensive Child Find Policy
Special Education Transportation Services Policy
Related Services Policy
Extended School Year (ESY) Services Policy
Secondary Transition Policy
Confidentiality of Student Information Policy
Guidance Related to Prohibition on Discrimination Against Children with Disabilities in the Charter School Application During the Enrollment Process & Prohibition on Medication Guidance (2-part webinar)

Reminder: Division of Specialized Education Technical Assistance Request Form

In an effort to continue to provide high quality technical assistance to LEAs, DSE is happy to provide an online technical assistance request form.



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Division of Specialized Education (Continued)

Please access to submit a request for technical assistance at the link provided. Requests will receive a response within 2 business days.

Access the [DSE Technical Assistance Request Form](#).

Reminder: Special Education Data System (SEDS) Nonpublic Point of Contact (NP POC) Quarterly Webinar Series

DSE hosts a quarterly SEDS webinar support series for all Nonpublic SEDS Point of Contacts (NP POCs). Each webinar will address various SEDS-related topics, including:

- SEDS updates and alerts
- The release of new OSSE special education policies
- OSSE Support Tool updates
- Training tips
- Resources and announcements

All Non-Public SEDS Point of Contacts should plan to attend and participate in these quarterly webinars. Please register for the webinar series using the links below:

Date: Wednesday, May 21, 2014

Time: 10:00am - 11:00am

[Register](#)

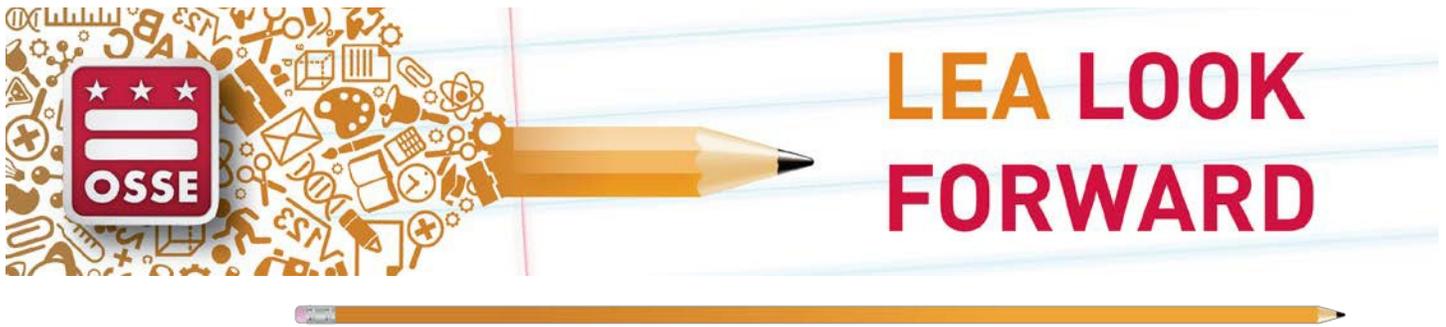
Reminder: Special Education Data System (SEDS) – SEDS LEA Data Administrator (LDA) Monthly Webinar Series

DSE hosts a monthly SEDS webinar support series for all LEA Data Administrators. This webinar series takes place on the fourth Wednesday of every month from 10:00am - 11:00am.

Each month various SEDS-related topics will be discussed, including:

- SEDS updates and alerts
- The release of new OSSE special education policies
- OSSE Support Tool updates
- Training tips
- Resources and announcements

All LEA Data Administrators should plan to attend and participate in these monthly webinars. Please register for the webinar series using the links below:



Division of Wellness & Nutrition

Reminder: Strawberries & Salad Greens Day, May 21, 2014

Over the last few years, DC schools have come together to provide students with locally grown juicy strawberries and crunchy salad greens on a special day in celebration of supporting local foods. This year, Strawberries & Salad Greens Day will be held on **Wednesday May 21, 2014** and students will have the opportunity to taste locally-grown strawberries and salad greens right from their cafeteria, while also learning about other fruits and vegetables that can be grown right in our own backyards!

Please contact OSSE's Farm to School Specialist - [Erica Steinhart](#), or visit the [Strawberries & Salad Greens page](#) for more information on how to get involved in this event.

Final Notice: DC Physical Activity for Youth (DCPAY) Grant, Applications Due April 4

The OSSE Wellness and Nutrition Services Division is soliciting grant applications for the DC Physical Activity for Youth (DC PAY) grant. The purpose of this grant is to increase the capacity of DC schools to provide physical activity to all students before, during, or after the school day.

[Application information and resource materials](#) are available on the OSSE Site. The application submission deadline is **April 4, 2014**. For questions and additional information, please contact [Katie Lantuh](#).

Reminder: USDA Farm to School Grants Available, Applications Due April 30

The purpose of the USDA Farm to School Grant Program is to assist eligible entities in implementing farm to school programs that improve access to local foods in eligible schools. On an annual basis, USDA awards up to \$5 million in competitive grants for training, supporting operations, planning, purchasing equipment, developing school gardens, developing partnerships, and implementing farm to school programs. Planning grants are intended for school districts or schools just starting to incorporate farm to school program elements into their operations. Implementation grants are intended for school districts or schools to help scale or further develop existing farm to school initiatives.

For more information, please visit the [USDA Farm to School Site](#).

Final Notice: School Grants for Healthy Kids, Applications Due May 2

Through partners, such as CSX Transportation, Kellogg Company, and the Kellogg's Corporate Citizenship Fund, (and more!), Action for Healthy Kids has released its *School Grants for Healthy Kids* opportunities for the 2014-2015 School Year. Around 1,000 schools will be awarded funds ranging from \$500 to \$5,000 to support school breakfast and physical activity programs. Funded schools will also receive expertise and people power to help implement a successful project that leads to sustainable change.

Award amounts will be based on building [enrollment](#), project type, potential impact, and a school's ability to mobilize parents and students around school wellness initiatives. For more information, please visit the [Action for Healthy Kids Site](#).



LEA LOOK FORWARD

Division of Wellness & Nutrition Services (Continued)

Reminder: National Federation of State High School Associations 2013-14 Athletics Participation Survey, Due May 30

The District of Columbia is participating in the National Federation of State High School Associations 2013-14 Athletics Participation Survey. It is time for all of our student-athletes to be counted and included in the national survey! All schools should have received a fillable PDF form from the DC State Athletic Association to submit this data. Data should be submitted to [Marie Rudolph](#) by close of business, Friday, May 30, 2014.

Please contact the [Marie Rudolph](#) if you have not received your form or have any questions.

Update: Scholar Athlete Scholarship Program, Applications Due Friday, April 25

The launch of the DCSAA Scholar Athlete Scholarship Program was made possible by Modell's Sporting Goods' and The Wendy's Company's generous donations to the ongoing work of the DCSAA.

The purpose of the scholarships is to recognize the distinguished academic, leadership and sportsmanship achievements of District of Columbia high school student athletes and the positive influence of athletics in each student's life. Visit the DCSAA website for an [application and more information](#) on each scholarship.

Completed applications and supporting documents must be submitted in person or received via U.S. mail, no later than 4:00pm on April 25, 2014.

The address for submissions is:
District of Columbia State Athletic Association
Office of the State Superintendent of Education
Government of the District of Columbia
810 First Street, NE, 4th Floor
Washington, DC 20002



Office of Data Management & Assessment

Reminder: Homeless McKinney-Vento Data Collection

Annual Homeless Student Census Count: This data will be collected beginning Tuesday, April 1, 2014 and is due on Wednesday, April 30, 2014. Communication about the template and due dates will be sent to your LEA Data Manager and Homeless Liaison contacts. For questions or concerns, please email [Tonia Lovelace](#).

Reminder: Faculty and Staff, Class Assignments, and Highly Qualified Claims Data Collection

The data collection for Faculty and Staff, Class Assignments and Highly Qualified Claims will run from March 20 through April 30.



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Office of Data Management & Assessment (Continued)

This data collection gathers data regarding the class assignments for teachers, paraprofessionals, and Special Education Support Staff. It also collects their credentials in order to determine whether they meet the Highly Qualified criteria mandated by ESEA.

The data collection is required for LEAs that serve grades K-12, and is optional for those LEAs who serve ***only*** Early Childhood or Adult grades.

An invitation to the QuickBase application will go out shortly to the LEA Data Manager, HR Manager, or Faculty and Staff collection contact on file with OSSE.

For questions please contact [Doreen Christian](#) or call on 202-727-8320.

Reminder: Statewide Student Information System Working Group

OSSE is looking for participants in a new working group on a Statewide Student Information System (SSIS). ODM is currently developing an RFP for the system, and is soliciting feedback from interested LEA staff. The SSIS will be offered free to any LEAs that wish to utilize it. Participants should be interested in developing data solutions (experience in development is not required) and ready to discuss their own experience with data and data systems. Participants will not be expected to adopt the SIS upon its release, as the system will be an optional service offered to all DC LEAs, CBOs, and adult education providers.

If you wish to participate in the working group or have any questions, please contact [Sarah Sherman](#). We look forward to working with you!

Reminder: 2014 Adjusted Cohort Graduation Rate (ACGR) Verification Period

The 2014 ACGR cohort verification period has started. All 2014 cohorts are available for LEAs to verify through the "Graduation Cohort 2010-2011 Data Collection Tool" application in [Quickbase](#). If you need to add another Quickbase user from your LEA, please email [Emily Persons](#). We hope to have cohort verification completed by **April 30**. Please address all questions or concerns to [Emily Persons](#).

Reminder: Post-Secondary Report

OSSE has created a report that shares district-level data on college performance and early indicators. School-level files from this report are now available on the [SFTP site](#). For questions and inquiries, please contact [Emily Persons](#)

Reminder: Electronic Transcript Service

All LEAs have access to a service that allows students and LEAs to share transcripts electronically to colleges and other LEAs. The vendor Parchment will begin communicating with LEAs soon. For questions and inquiries about the service please email [Emily Persons](#).

Reminder: ACCESS for ELLs 2.0 Field Test

In spring 2014 and 2015, WIDA will field test the technology-based English language proficiency assessment, ACCESS for ELLs 2.0 (ACCESS 2.0).



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Office of Data Management & Assessment (Continued)

The main purposes of field testing are to collect data to confirm that all test items and tasks are of the highest quality and to establish the psychometric linking between performances on ACCESS for ELLs[®] and ACCESS 2.0.

Interested LEAs requiring additional information, please contact [Michelle Tuggle](#).

Reminder: PARCC Accommodations

The second edition of the [PARCC Accessibility Features and Accommodations Manual](#) has been posted.

For more information, please contact [Michelle Tuggle](#).

Reminder: High School Access to National Student Clearinghouse Data

All DC high schools have the ability to directly receive student-level college enrollment and completion information from the National Student Clearinghouse for students in the classes of 2006 to 2013.

For details about how to create an account to obtain this information, please contact [Emily Persons](#).



Office of Grants Management and Compliance

Reminder: Volunteers Needed to Test Enterprise Grant Management System (EGMS)

OSSE's Office of Grant Management and Compliance (OGMC) team is implementing an Enterprise Grant Management System (EGMS), and is issuing a call for reviewers to participate in a User Acceptance Training (UAT) for testing. EGMS is a solution intended to provide grant management enhanced operational efficiencies and security architecture, central data storage and warehousing, increased transparency, workflow automation, and process and performance accountability.

If you are interested or have any questions, please contact [Richard K. Rowley](#) or call on (202) 727-3869. Selected individuals will be contributing to groundbreaking grant management trainings.



Chief Information Office

Reminder: FY 14 Schools Technology Fund

We are in the second quarter of the School Technology Fund (STF) for 2014. OSSE issued a purchase order to your LEA in October, 2013. In order to receive the fund amount, invoice OSSE for the full value of the purchase order and include the purchase order as backup for the invoice. Once you have made your purchases OSSE would like a copy of the receipts to document the value of the fund.



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Chief Information Office (Continued)

If you need a copy of the fund announcement, the purchase order or the invoicing instructions/template; or if you want a follow up call from the OSSE STF manager; or maybe there someone else who needs to be copied on future communications, please provide contact information to include name, title, phone number and email address to the attention of [Matthew Brownlee](#) and we will be glad to assist.



General Announcements

Reminder: FEMS offers Fire Safety Education Classroom Presentations for Students

Fire and Emergency Medical Services Chief Kenneth Ellerbe strongly supports the philosophy that fire safety is an important topic that should be educated to all residents and visitors of the District of Columbia including children. Highlighted below are a few fire safety educational programs that the District of Columbia Fire & EMS Department (DCFEMS) offers each year that are designed to strengthen elementary and middle school age children's knowledge in the area of fire safety education. These programs are fun and very interactive and can be presented in any classroom setting at the request of any DC Public or Public Charter school teacher or administrator.

Safety Smart about Fire

Safety Smart about Fire is a one-hour program presentation designed for grades K-3 offered by DCFEMS Public Educators to reinforce simple safety principles. Our educators gather the assistance of Disney's Timon and Pumba (via digital media) to reinforce the following learning factors:

- Making A Home Fire Escape Plan & Its Importance
- Smoke Alarms & Their Importance
- Understanding Why Smoke is Poisonous
- The Fundamentals of Getting Down, Getting Out, & Staying Out
- Don't Play With Matches or Lighters

Safety Smart Science (Understanding Fire)

Safety Smart Science is a one-hour program presentation designed for grades 4-8 offered by DCFEMS Fire Educators to reinforce the science behind fire. Through a structured curriculum with activities, educators, with the assistance of Bill Nye the Science guy (via digital media), expand on the science concepts. The program provides opportunities for students to apply research, writing, analytical, and teamwork skills. To schedule a presentation for your students, please contact [Ms. Samone Hoston](#), Fire Education Information Specialist, FEMS Fire Prevention Division at **(202) 727-1614**.

