



OSSE LEA LOOK-FORWARD: May 30, 2013—June 6, 2013 Key Events, Announcements, Updates and Deadlines

Division of Specialized Education

NEW! OSSE 2013-2014 Professional Development Planning Survey

In an effort to ensure that OSSE continues to meet the District's professional development needs in the 2013-2014 school year, OSSE's Divisions of Early Learning, Elementary and Secondary Education, Specialized Education, and Data Management have created a joint professional development needs assessment. We are seeking feedback on the professional development needs of all educators, staff, and administrators in the District of Columbia's LEAs and Community-Based Organizations (CBOs). This survey allows participants to tell OSSE about their greatest needs in the areas of professional development and training. Please take a moment to fill out this survey, knowing your input will be greatly valued as OSSE plans for another year of professional development. Additionally, please pass this survey link onto all educators, staff and administrators at your LEA or CBO, as their input is very much a part of shaping a robust and effective professional development system in D.C. The deadline for responses is **Friday, June 28, 2013**. The link to the survey is found here:

<http://www.surveymonkey.com/s/LEANeedsAssessmentPD>.

NEW! Special Education Data System (SEDS) Updates:

Recorded SEDS Webinar Resource for LEAs

During the May SEDS Monthly Support Series webinar, held on Thursday, May 23, 2013, OSSE reviewed a targeted technical assistance plan for School Year (SY) 2013-2014. This differentiated approach, piloted during SY 2012-2013, is designed to provide LEAs with more autonomy and flexibility as they become fluent in the SEDS system. To view a recorded version of the webinar and obtain related documents, please visit the [SEDS Resource Site](#). For questions regarding this webinar, please contact [Rohini Thukral](#).

Note to SEDS Users: Planned SEDS System Outage

SEDS or "EasyIEP" will be unavailable from 6:00 p.m. on Friday, May 31, 2013 through 6:00 p.m. on Sunday, June 2, 2013 for scheduled maintenance. Users should not notice any difference to the functionality of any page in SEDS as a result of this maintenance. Should users experience difficulty in normal system use, please contact the Call Center (202-719-6500) or report bugs electronically by clicking on the appropriate link on the SEDS main menu.

NEW! Child Outcome Summary Exit Process – Recorded Webinar Resource for LEAs

OSSE recently hosted two Child Outcome Summary (COS) Exit webinars on May 1, 2013 and May 10, 2013 designed to assist local education agencies (LEAs) in successfully completing Child Outcome Summary Exit Scores for children receiving Preschool Special Education Services. The 60-minute webinar is available [here](#) for viewing at any time. Upon completion of the webinar, participants will receive a [link](#) to a 10-question (multiple-choice) quiz where 80% proficiency must be demonstrated in order to earn one Professional Learning Unit (PLU). The deadline to take this assessment and receive your PLU credit is **Friday, June 7th (by midnight)**. The PLU credit will be issued through OSSE Division of Specialized Education, Training & Technical Assistance Unit within one week after the deadline for this assessment.



Division of Specialized Education (Continued)

OSSE Releases Proposed Special Education Part B Policies for Public Comment

OSSE, released for public comment the following proposed state policies entitled: “Individualized Education Program (IEP) Implementation for Transfer Students Policy,” “Specialized Transportation Policy,” “Individualized Education Program (IEP) Amendment Policy,” “Confidentiality of Student Information Policy,” and the “Individuals with Disabilities Education Act (IDEA) Part B Grant Eligibility and Administration Hearing Process Policy.”

The proposed policies will be posted for a 60 day public comment period that commenced Friday, May 3, 2013 and will close Tuesday, July 2, 2013. During the month of May, OSSE held two (2) public hearings on the proposed policies on May 21 and May 28, 2013.

If you are interested in providing comments, please forward them to the attention of Dr. Amy Maisterra, Assistant Superintendent of Specialized Education, c/o Ms. Christie Weaver, Policy Analyst, at osse.publiccomment@dc.gov. All comments received by 5:00 p.m. Tuesday, July 2, 2013 will be considered.

To review the proposed policies, please select the following link: <http://osse.dc.gov/service/policies-and-regulations>.

***Blackman/Jones* Database User Training: Review of LEA Responsibilities**

OSSE is pleased to provide two trainings on Hearing Officer Determination (HOD) and Settlement Agreement (SA) implementation and the *Blackman/Jones Database* on Tuesday, June 4, 2013 via webinar. OSSE is responsible for monitoring compliance with *Jones v. District of Columbia*, which is a Consent Decree that requires the District to ensure implementation of Hearing Officer Determinations (HODs)/Settlement Agreements (SAs) in a timely manner.

All LEAs are responsible for maintaining a case manager to implement HODs/SAs through the *Blackman/Jones Database*. The session will review the following basic requirements for case management staff:

6/4/13 Training: LEAs with overdue HODs/SAs are invited to attend the June 4, 2013 training. In this session OSSE will review LEA responsibilities when HOD/SA implementation is overdue, the impact of overdue cases on District wide achievement metrics, and action planning for positive student outcomes.

Registration is not required to attend the trainings. A training invitation email will be sent to each LEA’s special education representative with additional participation information. Please contact the OSSE *Blackman/Jones* Implementation Team with any questions, at 202-724-7860.



Division of Specialized Education (Continued)

OSSE DSE Summer Institute- July 15-26, 2013

The Division of Specialized Education is pleased to announce that registration is open for its 2013 TTA Summer Institute, July 15-26, 2013. This Institute will focus on three “priority strands” that DSE will introduce via the institute and continue to emphasize through the 2013-2014 school year: Instructional Best Practice, Effective Behavior Support, and Secondary Transition Best Practice. The institute includes in-person sessions and webinars. OSSE DSE will also be releasing several practitioner toolkits to support work in these three priority areas.

Schedule of Events

July 15, 2013 - [Secondary Transition Institute](#)

8:30 a.m. - 3:30 p.m. – Hilton 1225 First Street, NE

July 16, 2013 - [Nonviolent Crisis Intervention Training*](#)

8:30 a.m. - 3:30 p.m. – 810 First Street, NE

July 17, 2013 - [Universal Design for Learning*](#)

9:00 a.m. - 12:00 p.m. - UDC– 801 North Capitol Street, NE

[Universal Design for Learning*](#)

1:00 p.m. - 4:00 p.m. - UDC– 801 North Capitol Street, NE

[Effective Behavior Support Basics Webinar*](#) 1:00 p.m. - 4:00 p.m.

July 18, 2013 - [Universal Design for Learning*](#)

9:00 a.m. - 12:00 p.m. - UDC–801 North Capitol Street, NE

[Universal Design for Learning*](#)

1:00 p.m. - 4:00 p.m. - UDC–801 North Capitol Street, NE

July 22, 20 13 - [Effective Behavior Support Basics Webinar*](#) 9:00 am – 12:00 pm

July 23, 2013 - [Special Education Quality Review \(SEQR\) Tool Webinar*](#) 10:00 am - 11:30 am

[Special Education Quality Review \(SEQR\) Tool Webinar*](#) 1:00 pm—2:30 pm

July 24 - 2013 - [Nonviolent Crisis Intervention Training*](#)

8:30 am - 3:30 pm – 810 First Street, NE

July 25, 2013 - [Nonviolent Crisis Intervention Training*](#)

8:30 am - 3:30 pm – 810 First Street, NE

** Session is offered multiple times.*



Office of Data Management

***New!* DC CAS Demographic Appeals, Verification Process**

In an effort to increase efficiency and reduce the burden on LEAs, OSSE will be consolidating the (1) DC CAS demographic appeals, (2) the ELL monitored/SPED exited verification, and the (3) students with disabilities DC CAS nonparticipation reasons collection into one process. OSSE will issue guidance and forms pertaining to the process shortly. This process will take place in June and will conclude prior to the release of the DC CAS scores.

CTE (Career and Technical Education) Data Collection

The 2012-2013 CTE data collection will open on Monday, July 1, 2013 and will close on Wednesday, July 31, 2013. The reporting requirements for Career and Technical Education have changed significantly from previous years. Historically, reporting was required only for the Perkins Consolidated Annual Report (CAR) and the federal EDFacts initiative.

This year, the Deputy Mayor for Education's District Career and Technical Education Task Force is requiring the collection of information regarding the District's CTE programs. The requirements have changed to include all District LEAs that offer CTE programs of study, whether the LEA receives Perkins funding or not. The 2012-2013 school year is the baseline year for reporting. Additionally, information about CTE courses and students enrolled in those courses will be collected as well.

A webinar for Data Managers and CTE Managers will be held on **June 27th** by invite-only. **Invitations will be sent to LEA data managers listed in our database.** Additional details about the data collection, instruction booklets, and the webinar will be provided shortly.

Discipline Data Collection – Update

In an effort to reduce the burden on LEAs, OSSE is partnering with the PCSB for the discipline and truancy data collection required for federal reporting and SLED's early warning system. PCSB will be providing OSSE with the bulk of the data for charters; however, **OSSE will be reaching out to LEAs to collect data regarding incidents involving firearms**, as PCSB does not collect this information. For all other data elements, LEAs will only be requested to review and certify data. OSSE will release additional guidance about this collection in the coming weeks.

Staff Data Collection – June, July and August

The annual collection of staff data for federal reporting will take place during the months of June, July and August. The process has been modified slightly from prior years to include additional required elements, and will involve Pre-K through 12th grade LEAs and Early Childhood Providers who are funded via the UPSFF. The first stage of the data collection will begin on June 1st and end on July 15th and will focus on staff rosters, credentials, etc. The second stage of the data collection will run from August 1st through August 31st and focus on evaluation and retention. Specific guidance and templates will be sent out shortly to LEA Data Managers and HR Managers.



Office of Data Management (Continued)

Data Manager Contact Information Update

With multiple collections occurring between the months of April and June, OSSE wants to ensure that we have the most current contact information for LEA data managers and data collection points of contact. If you would like to update, modify, or add Data Manager/Data Collection POC information, or if you would like to verify the information OSSE currently has on file, please send your information to osse.odm@dc.gov.

Policy Guidelines for Calculating the Adjusted Cohort Graduation Rate

OSSE is conducting the Adjusted Cohort Graduation Rate (ACGR) verification process. In March, LEAs received the ACGR policy documentation, which includes a “DETAILED TIMELINE” and processes. The timeline includes important deadlines.

Responsibility	Process	Timeline
Phase I: Project Timeline	<ul style="list-style-type: none"> Submit project timeline to LEA(s) Contact LEA(s) 	March 15, 2013
Phase II: Username & Password Dissemination	<ul style="list-style-type: none"> LEAs receive username & passwords DCPS receives data file format 	March 27, 2013
Phase II: Verification Tool	<ul style="list-style-type: none"> LEA cohort verification begins LEA(s) submit documentation 	April 1, 2013 – May 20, 2013
Phase III: Cohort Assignment and Verification	<ul style="list-style-type: none"> Students are verified and assigned to their appropriate cohorts OSSE reviews documentation submitted by LEA(s) Preliminary ACGR conducted 	May 30, 2013 – July, 2013
Phase IV: Graduates Data submission	<ul style="list-style-type: none"> PCSB and DCPS submits official certified graduates 	June 8, 2013 – June 15, 2013
Phase VI: Graduates Data Submission II (Summer Graduates)	<ul style="list-style-type: none"> PCSB and DCPS submit official certified graduates (summer graduates) 	Aug 1, 2013- Aug 8, 2013
Phase VII: Data Analysis	<ul style="list-style-type: none"> OSSE conducts data analysis 	Aug 8, 2013-Sept 1, 2013

If you have questions regarding the Office of Data Management notices, please contact [Jessica Mellen Enos](#) at 202-535-2651.



Division of Wellness & Nutrition

***New!* Child and Adult Care Food Program (CACFP) Electronic Payment Initiative**

Facilities participating in the CACFP can now receive their monthly program reimbursement funds electronically by the Automated Clearinghouse Program (ACH) rather than a paper check. The ACH is secure, reliable, convenient, and much less expensive than paper check processing. For more information, click [here](#) or contact Blair.Tucker-Gruchala@dc.gov.

DCSAA DC High School Baseball Classic, June 2

DCSAA, in partnership with The DC High School Baseball Classic, Inc., will sponsor the DC High School Baseball Classic at Nationals Stadium. This will be a fun, family event and admission will be free to all. Games start at 9:30 a.m., 12:00 p.m., 2:30 p.m., and the championship game will be held at 5:30 pm. For more information, check out www.dcbaseballclassic.org.

Civil Rights Training for School and School Food Service Administrators/Front Line Food Service Staff

Civil Rights Training is required annually for all School Food Authorities. If you did not have the chance to participate in the last training, please sign up for the trainings coming up in June. This training will be offered via webinar and pre-registration for the webinar is required. Select the training that applies to you and click on the name of the webinar to begin the registration process. If you plan to view the webinar as a group please have each person register so that we have a list of all attendees of the webinar. If you have any questions or problems accessing the webinar training please feel free to contact Nancy.Katz@dc.gov, Project Manager.

[Civil Rights Training for School and School Food Service Administrators](#)

Tuesday, June 4, 2013

2:00-3:00 p.m.

[Civil Rights Training for Front Line Food Service Staff](#)

Wednesday, June 5, 2013

2:00-3:00 p.m.

Fuel Up To Play 60 Funding Opportunities, Deadline June 4

Funding opportunities are available to qualified K-12 schools enrolled in the [Fuel Up to Play 60](#) program. Sponsored by the National Dairy Council, state and regional Dairy Councils, and other supporting organizations, the competitive, nationwide funding program provides seed money – up to \$4,000 per school – to help the participating schools' Fuel Up to Play 60 teams take actions critical to achieving program outcomes. The purpose of the funds is to help schools increase knowledge of and access to healthy foods and access to physical activity among students. The application deadline is **June 4, 2013**. Click [here](#) for more information and application materials.

The DC Anti-Tobacco Youth Coalition Seeks Members, Applications Due June 14

The *Teens Who Don't...DC Anti-Tobacco Youth Coalition* is excited to open our membership to our District's youth for the 2013-2014 school year. We are seeking talented and vibrant youth who are interested in fighting the tobacco issues in our city. [Applications](#) are due on June 14, 2013. If you have any questions please feel free to contact Kevon.Harris@dc.gov or Cheryl.Eason@dc.gov.



Division of Wellness & Nutrition

OSSE School Garden Program: School Garden 101 Training, June 10

WNS will offer a School Garden 101 training on June 10, 2013 from 3:30-5:30 pm at the OSSE offices, 810 First Street, NE, 3rd floor. The training is geared towards school administrators, staff, teachers, and community members that are interested in starting, maintaining, and using a school garden to support nutrition-based lessons as a part of their curriculum. PLU credits are available. There are 30 spots available, so [sign-up](#) today! If you have questions, please contact Sam.Ullery@dc.gov.

Division of Elementary & Secondary Education

***New!* Amended AMAO Targets for the District of Columbia**

OSSE submitted a request to the U.S. Department of Education (ED) to amend the Title III portion of the State’s Consolidated State Application under section 9302 of the Elementary and Secondary Education Act of 1965, as amended (ESEA). Under Title III, states are required to use three Annual Measurable Achievement Objectives (AMAOs) to make annual determinations for all public and charter LEAs that receive Title III money. The OSSE proposed AMAO 1 targets did not meet the accountability requirements for SEAs under Title III. Based on technical assistance from ED, the District of Columbia AMAO targets were revised to reflect an annual increase in all AMAO targets.

The 2013 targets for AMAO 1 Progress and AMAO 2 Attainment will be based on the results of the spring 2013 administration of ACCESS for ELLs®. AMAO 3 (AMO) outcomes are determined by DC CAS results. For more information on 2013 AMOs, please visit <http://osse.dc.gov/accountability>.

Cohorts K-12:

LEP students in grades K-12

English Language Proficiency Targets	Percent or Number of LEP Students Making Progress in Acquiring English Language Proficiency	Percent or Number of LEP Students Attaining English Language Proficiency
2012-2013 School Year	61%	16%
2013-2014 School Year	62%	17%
2014-2015 School Year	20%	18%
2015-2016 School Year	64%	19%
2016-2017 School Year	65%	



Division of Elementary & Secondary Education (Continued)

***New!* Truancy and Absenteeism Prevention Series**

OSSE is pleased to announce the Truancy and Absenteeism Prevention Series. The series will provide technical assistance sessions to parents, LEAs, and private schools on attendance and truancy related topics through webinars and in-person sessions. The first module will provide an overview of truancy and attendance related laws. There will be four opportunities to participate in the first webinar. Participants may register by clicking on the hyperlinked dates below. For more information, please contact Kortne.Edogun@dc.gov.

Module I: An Overview of Truancy and Attendance Related Laws Webinar

[Monday, June 3, 2013](#)

11:00 a.m.-12:00 p.m.

[Wednesday, June 5, 2013](#)

2:00 p.m.-3:00 p.m.

[Friday, June 7, 2013](#)

11:00 a.m.-12:00 p.m.

[Tuesday, June 11, 2013](#)

3:00 p.m.-4:00 p.m.

***New!* PARCC Technology Guidelines for Online Assessments**

The Partnership for Assessment of Readiness for College and Careers (PARCC) has released technology guidelines for the online assessments for the upcoming 2014 -2015 school year. Please click [here](#) to access PARCC's latest technology recommendations and resources. For questions related to the guidelines, please call the OSSE Help Desk at (202) 719-6500 and select option 3. OSSE will continue to provide guidance on preparing for PARCC assessments in upcoming editions of the LEA Look Forward.

Community Schools Incentive Initiative Grants-Request for Application

OSSE is soliciting applications for the Community Schools Incentive Initiative beginning Friday, May 31, 2013. The due date for applications is Wednesday, July 3, 2013. The purpose of this initiative is to establish community schools. A community school is a public and private community partnership to coordinate educational, developmental, family, health, and after-school-care programs during school and non-school hours for students, families, and local communities at a public school or public charter school with the objectives of improving academic achievement, reducing absenteeism, building stronger relationships between students, parents, and communities, and improving the skills, capacity, and well-being of the surrounding community residents.

Click [here](#) or contact Nancy.Katz@dc.gov for the Request for Application.



Division of Elementary & Secondary Education (Continued)

***NEW!* Teacher and Leader Evaluation Systems: Addressing Common Implementation Challenges
Technical Assistance Opportunity**

OSSE is working with the Mid-Atlantic Comprehensive Center and the Center on Great Teachers and Leaders to offer a number of technical assistance sessions for LEA staff as they design and implement teacher and leader evaluation systems that meet Race to the Top and ESEA Waiver requirements. Please join us for an interactive session to address common implementation challenges, including categorizing teachers/leaders into performance levels and measuring student achievement in non-tested grades and subjects.

**Thursday, June 6, 3:30-5:30 p.m.
810 First St, NE, Room 9014**

If you would like to participate, please register [here](#) and be sure to indicate your top implementation challenges so that we can target the session appropriately. If you have questions, please contact [Erika Lomax](#).

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Office of Grants Management and Compliance

SEA Carryover Waiver Request

OSSE is required to notify the public that the agency is requesting a waiver from the United States Department of Education (ED) to allow OSSE to grant an LEA a waiver of the 15 percent carryover limitation rule. Comments regarding this request must be submitted to OSSE by June 5, 2013. This information will be included in the waiver request to ED. Please direct your comments to Iris.Bond.Gill@dc.gov, Director of Federal Grants. The notice is now available on the [OSSE website](#).

LEA Enrollment Audit Training Sessions

The enrollment audit season is quickly approaching! The OSSE enrollment audit team will offer a training that informs LEA's on important information about enrollment audit procedures for the SY 2013-2014. For your convenience, we are offering the same training on three (3) different dates. To RSVP for one of the training sessions, please e-mail osse.enrollmentaudit@dc.gov with your name, position and contact information.

If you have any questions or concerns, please contact [Sean Flora](#) or by phone at (202) 727-7224.

Session Number	Date / Time	Location
Training Session 1	Wednesday, July 31, 2013 9:00 a.m. – 12:00 p.m.	OSSE Offices 3 rd Floor Grand Hall 810 1 st Street NE Washington, DC 20002
Training Session 2	Friday, August 23, 2013 9:00 a.m. – 12:00 p.m.	OSSE Offices 3 rd Floor Grand Hall 810 1 st Street NE Washington, DC 20002
Training Session 3	Thursday, September 5, 2013 9:00 a.m. – 12:00 p.m.	OSSE Offices 3 rd Floor Grand Hall 810 1 st Street NE Washington, DC 20002

***Special Invitation!* Statewide Report Card Survey**

In an effort to provide the most important and relevant comparison information to help parents and stakeholders become more informed consumers regarding their publicly funded school options, OSSE has embarked on an initiative to create a statewide report card for all public schools. As part of this effort, we are asking LEAs, parents, and community members to participate in our discovery process by completing the survey found [here](#).

The survey deadline has been extended to 5 p.m. on Friday, June 7, 2013. Thanks for your interest and cooperation, and we look forward to receiving your feedback.