



## OSSE LEA LOOK-FORWARD: April 11, 2013—April 18, 2013 Key Events, Announcements, Updates and Deadlines

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### Division of Wellness & Nutrition

#### **Food Distribution Open Information Session**

The FNS Food Distribution is intended to help supplement the nutritious meals served in the National School Lunch Program (NSLP).

For more information about the Food Distribution Program in DC including program benefits and eligibility, as well as program allocations and the types of USDA foods available, attend one an information session offered by OSSE's Wellness and Nutrition Services Division. In addition, the USDA ordering procedures, bulk food processing and the DoD Fresh Fruit and Vegetable Program will be reviewed.

**Training Location:** 810 First Street, NE, Washington, DC 20002

#### **Training Dates/Times:**

April 24<sup>th</sup> 1:00-4:30 3<sup>rd</sup> Floor Grand Hall Side B  
April 29<sup>th</sup> 1:00-4:30 3<sup>rd</sup> Floor Grand Hall Side A  
April 30<sup>th</sup> 1:00-4:30 3<sup>rd</sup> Floor Grand Hall Side A

Please RSVP to Program Specialist Major Langford at 202-724-7865 or [major.langford@dc.gov](mailto:major.langford@dc.gov).

#### **Community Eligibility Option (CEO)**

CEO is a new alternative to the traditional meal application process associated with the USDA National School Lunch Program (NSLP) and School Breakfast Program (SBP). Under the CEO provision, schools are required to offer both breakfast and lunch for free to all students. Reimbursement for these meals is based on the percent of students in your school that are direct certified for free meals times 1.6. Thus, if 60% of your students are direct certified, your school would be reimbursed for 96% of the meals served at the free rate and 4% of the meals at the paid rate. CEO alleviates the burden on families by eliminating household applications, while helping schools reduce costs associated with collecting and processing those applications.

If you are interested in learning more information, please attend one of our upcoming information session(s) on **April 18<sup>th</sup>** (3:30pm-4:30pm), **April 23<sup>rd</sup>** (10:00am-12:00pm) and **April 25<sup>th</sup>** (2:00pm-4:00pm).

Please **RSVP** to Program Specialist Wayne Gardiner at 202-724-7866 or [wayne.gardiner@dc.gov](mailto:wayne.gardiner@dc.gov). The training will take place at the OSSE Offices, 810 1<sup>st</sup> Street, NE, in Room 4012.



Division of Wellness & Nutrition (Continued)

**Request for Public Comment: Community Schools Incentive Initiative**

The Office of the State Superintendent of Education is seeking public comments on a [Request for Application \(RFA\)](#) for the Community Schools Incentive Initiative. The purpose of this initiative is to establish no fewer than five community schools. As defined in the Community Schools Incentive Act of 2012, 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.

This RFA is open for public comment until Friday, April 19th, 2013 at 5:00 pm. All comments should be sent to Nancy Brenowitz Katz at [nancy.katz@dc.gov](mailto:nancy.katz@dc.gov).

**School Grants for Healthy Kids**

Through partners CSX Transportation, Kellogg Company, and the Wal-Mart Foundation, Action for Healthy Kids is pleased to release its *School Grants for Healthy Kids* opportunities for the 2013-2014 school year. Around 400 schools will be awarded funds that will range from \$1,000 to \$5,000 with significant in-kind contributions from Action for Healthy Kids in the form of people, programs, and school breakfast and physical activity expertise. They will also provide schools with management expertise and support to develop strong alternative or physical activity programs. 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, go to <http://www.actionforhealthykids.org/upcoming-events/grant-opportunities/school-grants-for-healthy.html>.

**Healthy Schools Act School Health Profile – Past Due**

Under Section 602 of the Healthy Schools Act of 2010, each public school and public charter school within the District of Columbia is required to complete and submit the Healthy Schools Act School Health Profile form to OSSE on or before **February 15<sup>th</sup>** of each year. This is an online form, located in Quickbase (<https://octo.quickbase.com>), and links to the form and access instructions were sent to principals on January 10, 2013. If your school did not receive the link or someone other than the principal needs access, please call 202-481-3755 or email [osse.hsahealthform@dc.gov](mailto:osse.hsahealthform@dc.gov).

The information in the profile is reported annually to the Mayor and the City Council. Schools who do not submit will be out of compliance, and this will be noted in the report as well as on the OSSE website.

A print version of the 2013 School Health Profile form can be found [here](#); however, the form must be submitted online through Quickbase. Please call if you would like to confirm OSSE's receipt of your school's School Health Profile.



Division of Wellness & Nutrition (Continued)

**DC Free Summer Meal Program –Renewing and New Sponsors and Sites**

LEAs--Want to continue your sponsorship of the FSMP? Or, do you want to sponsor or even be a site in the FSMP? Remember, the FSMP offers children free meals when schools are closed for the summer. New to the FSMP---Did you know that you can receive a higher reimbursement for meals served in the summer if you participate in the FSMP? Come hear more about this program. Attend the training to learn what's new for the 2013 summer program and discuss the application process.

The training will be held **Wednesday, April 17** and **18** at OSSE.

Location: 810 First Street, N.E.

Washington, D.C. 20002 (near Metro Union Station – Red Line)

4<sup>th</sup> Floor, Conference Room 4012

Time: **Renewing Sponsors** (*for those participating since 2012 summer*)

April 17 from 9 am – 12 pm

April 18 from 12 PM – 4 PM

**New Sponsors or Sites** (*for those who have submitted intent to participate or who want to participate*)

April 17 from 1 pm – 4 pm

April 18 from 9 am – 12 pm

**Registration is required.** Please contact Elisabeth Sweeting at [Elisabeth.Sweeting@dc.gov](mailto:Elisabeth.Sweeting@dc.gov) or call on (202) 724-7628

**USDA Launches the Farm to School Census**

USDA has now officially launched the first ever nationwide Farm to School Census, which will survey more than 13,000 school districts to determine how many schools currently purchase local foods. Data from the Farm to School Census will be used by USDA's Farm to School Program to develop a baseline assessment of the prevalence, geographic distribution, and characteristics of farm to school programs in order to set priorities for USDA outreach and technical support.

If you are a school food service director please respond to the survey that was emailed to you. For more details visit <http://www.fns.usda.gov/cnd/f2s/f2s-census.htm>



Division of Elementary & Secondary Education

**Newly, Adopted Common Core Aligned Early Learning Standards Now Available**

The Office of the State Superintendent of Education (OSSE) is pleased to announce and share the newly, adopted Common Core Aligned Early Learning Standards, which can be accessed at <http://osse.dc.gov/service/division-early-learning>.

**First Annual Homeless Liaison Conference**

The Homeless Children and Youth Program under the Division of Elementary and Secondary Education will host its first annual Homeless Liaison Conference on May 10, 2013 from 9:00 a.m. until 4:30 p.m. The conference will bring together homeless liaisons, community-based organizations, and government agencies that serve homeless youth in DC Public Schools and DC Public Charter Schools. This is an opportunity to discuss pressing issues that homeless youth face such as school enrollment, transportation assistance, pre-school enrollment, higher education and career readiness attainment to name a few.

Homeless liaisons can register at <https://www.surveymonkey.com/s/BL2NC6K>.

Limited seating is available, so we request that no more than two representatives from each LEA register to attend. If you have any questions or concerns, please contact Ja'Sent Brown at [Jasent.brown@dc.gov](mailto:Jasent.brown@dc.gov) or 202-654-6123.

**OSSE Requests Nominations for the Statewide Educator Talent Pool**

OSSE is requesting recommendations for OSSE's Educator Talent Pool. Members of the talent pool, both teachers and administrators, will be considered for statewide and national recognition, awards, and participation in statewide committees where the practitioner's voice is needed. If you would like to recommend an educator who has demonstrated outstanding leadership and commitment to student achievement, please complete the Talent Pool Recommendation form [here](#) and submit it to Kadena D. Duncan-Lawrence at [kadena.duncan-lawrence@dc.gov](mailto:kadena.duncan-lawrence@dc.gov) no later than **June 14, 2013**.

**Professional Development Grant Opportunity**

On March 1, 2013, OSSE released the Teacher Quality Improvement (TQI) competitive application. The purpose of the TQI grant is to fund programs designed to provide teachers with skills needed to positively enhance student learning and improve the quality of instruction.

**The application deadline is Monday, April 22, 2013 at 5:00pm.**

OSSE encourages District of Columbia LEAs, and schools of education and arts and sciences departments within institutions of higher education to form eligible partnerships and apply. Please visit [OSSE's website](#) for more information on this grant opportunity and to download the Teacher Quality Improvement RFA. For more information regarding this opportunity, please contact Orman Feres at [orman.feres@dc.gov](mailto:orman.feres@dc.gov).



Division of Elementary & Secondary Education (Continued)

**Resources on Aligning Assessments to the Common Core State Standards from the Council of Chief State School Officers (CCSSO) and Student Achievement Partners**

On March 19, CCSSO, Student Achievement Partners, and the Council of Great City Schools held a webinar focused on providing high-level guidance on aligning interim/benchmark assessments to the Common Core State Standards (CCSS). The CCSS Draft Rubrics for Interim/Benchmark Assessments they presented on the webinar are currently posted on the CCSSO web site.

- Click here for the [CCSS Draft Rubric for Interim/Benchmark Assessments](#) in ELA/literacy.
- Click here for the [CCSS Draft Rubric for Interim/Benchmark Assessments](#) in Mathematics.

A copy of the **webinar recording** and the **slides presented** on March 19 can be found [here](#). For additional materials to support implementation of the CCSS, see the list below. You may also find these materials helpful in providing further support for using the rubrics.

**ELA/literacy**

- The [Revised Publishers' Criteria for the Common Core State Standards in English Language Arts and Literacy, Grades 3–12](#) at [achievethecore.org](#).
- The [Quality Criteria Checklist for ELA items](#) and the [Quality Criteria Checklist for Passages](#) created by Student Achievement Partners for guidance on evaluating items for alignment to the CCSS.
- The [Supplement to Appendix A of the Common Core State Standards for ELA/Literacy: New Research on Text Complexity](#) for information on text complexity and the conversion table for the text complexity measures. For additional supports on text complexity see the [Text Complexity Collection](#) at [achievethecore.org](#).

**Mathematics**

- The [K-8 Publishers' Criteria for the Common Core State Standards in Mathematics](#) on [www.achievethecore.org](#). Check back this spring for a revised version of the K-8 Publishers' Criteria in Mathematics and the High School Publishers' Criteria in Mathematics.
- The [Quality Criteria Checklist for Mathematics items](#) created by Student Achievement Partners for guidance on evaluating items for alignment to the CCSS.

**SOAR Act Applications Update**

Due to the large number of applications received in response to the request for SOAR Act Funding, OSSE is postponing award decision announcements. The anticipated award date for the Facilities Awards (Replication & Growth and Public Facilities) is **May 10th** and the Academic Awards (Increasing Academic Quality and Special Populations) is **May 15th** following the applicant interviews.

In the interim, all applicants will be notified of any changes. Thank you for your patience as we work expeditiously to process and review the received applications. Should you have any questions or concerns, please contact Renee Evans by email at [reneem.evans@dc.gov](mailto:reneem.evans@dc.gov).



Division of Elementary & Secondary Education (Continued)

**Competitive Grant Opportunity for RTTT LEAs: Expanded Growth Assessments**

OSSE is re-launching the Expanded Growth Assessment Competitive Grant this spring. Local education agencies (LEAs) that signed on to participate in Race to the Top (participating LEAs) are eligible to compete for the grant. The purpose of this grant is to support the development of assessments, assessment items, or growth measures from existing assessments for use in teacher and leader evaluations. These assessments will be aligned to common core or next generation science standards where applicable and will address the priority grades and subjects previously identified. Eligible applicants may apply for up to \$500,000. Both the request for applications and budget workbook are posted on [the OSSE website](#).

Applications are due no later than **May 22, 2013**. **A pre-application conference is scheduled for May 3, 2013 from 12:00-1:00 in conference room 9014, 9th floor 810 First St, NE.**

All applicants are required to attend the pre-application conference in order to be considered for the grant. If you have questions, please contact David Hendrie at [david.hendrie@dc.gov](mailto:david.hendrie@dc.gov).

**NEW! PARCC Releases Draft Grade- and Subject-Specific PLDs for Public Comment**

On April 10, 2013, the Partnership for Assessment of Readiness for College and Careers (PARCC) released the draft grade- and subject-specific performance level descriptors (PLDs) in English language arts/literacy (ELA) and mathematics for public comment. Performance levels, sometimes referred to as "achievement levels," are the broad, categorical levels used to report student performance on an assessment, and the PLDs further describe what that performance means. The draft grade- and subject-specific PLDs were informed by the College- and Career-Ready Determination Policy (CCRD) and Policy-Level Performance Level Descriptors (PLDs) adopted by the PARCC Governing Board and Advisory Committee on College Readiness (ACCR), which established five performance levels for the PARCC assessments.

From April 10 until May 8, 2013, the draft grade- and subject-specific PLDs are posted on the PARCC website. Interested parties can provide feedback through a survey posted on the PARCC website, answering questions specific to the PLDs for both ELA/literacy and mathematics.

All feedback will be reviewed by the state representatives and Achieve, PARCC's project management partner. Revisions will be made accordingly. The PARCC Governing Board and Advisory Committee on College Readiness will vote on the adoption of the final PLDs during their joint session on June 26, 2013.

For more information, FAQs or to view the PLDs, visit <http://www.parcconline.org/plds>.



Division of Elementary & Secondary Education (Continued)

**Highly Effective Teacher Incentive Program Is Recruiting Highly Effective Teachers**

Public schools in DC need talented teachers to contribute their time and energy to make a difference for students in high-needs schools. To accomplish this, OSSE has launched a pilot program to recruit 20 highly-effective educators to teach in four high-needs schools beginning in the 2013-14 school year.

Educators must make a commitment to teach for three years and will receive a range of incentives, including a \$10,000 bonus, \$5,000 in tuition assistance or loan repayment, and access to homebuyer assistance (details are forthcoming). Candidates must have been rated highly effective by their LEA's evaluation system, have come from a low-poverty school (less than 50% free or reduced-price lunch) or from outside the classroom, and have taught for at least two years.

**Applications will be accepted between March 4th- April 19th with in-person interviews scheduled for April 29 or April 30 from 2:00PM-6:00PM.** You may find more information about the program and an application at <http://osse.dc.gov/page/teacher-and-leader-evaluation>. If you have questions, please contact Robin Chait at [robin.chait@dc.gov](mailto:robin.chait@dc.gov).

Division of Post-Secondary & Career Education

**General Education Diploma Announcement**

OSSE is letting adult learners in the District of Columbia know — ***Your future is calling. With the GED test, you can answer the call!*** The current GED® test is expiring at the end of 2013 and learners' partial passing scores will expire too if the test is not successfully completed by then. For learners who don't feel prepared, OSSE and local programs can help. The OSSE Adult and Family Education Office and the DC Office of Cable Television (OCT) have partnered to produce a public service announcement encouraging District residents to finish the GED before the current test series expires on December 31, 2013. The PSA is running on DC cable television. View the GED message at <http://youtu.be/83olkMqsZHc>. Learn more about the GED campaign at <http://www.gedtestingservice.com/finishtheged/>.

Office of Grants Management and Compliance

**Enrollment Audit Report, SY 2012-2013**

The annual enrollment verification process for the 20112-2013 School Year is complete. The final enrollment audit report was sent by F.S. Taylor and Associates, an independent contractor that conducts the enrollment audit, and is available on the OSSE website at <http://osse.dc.gov/publication/2012-fall-enrollment-audit-report-district-columbia-public-schools-and-district-public>.

**OSSE Charter School Closure Policy**

The OSSE Charter School Closure policy sets expectations and provides guidance and technical assistance with regard to the state-level issues related to the closure of a District of Columbia public charter school, also referred to as a Local Educational Agency (LEA). The policy is now available on the OSSE website at <http://osse.dc.gov/publication/charter-school-closure-policy>



Division of Specialized Education

**OSSE Releases for Public Comment FFY 2013 Draft State Grant Applications for IDEA Part B**  
*Draft Applications for Public Comment\*\**

In order to receive a grant award under Part B of the Individuals with Disabilities Education Act (IDEA) to support the provision of special education services to children with disabilities, each state must complete an annual grant application. To ensure an opportunity for the public to provide input, this application must be posted for 60 calendar days and open for public comment for 30 days within the 60 day period. OSSE's Federal Fiscal Year (FFY) 2013 draft state application for IDEA Part B will be posted for 60 days on the OSSE website (from March 11, 2013 to May 9, 2013). Members of the public have the opportunity to make comments on the application until April 9, 2013.

**\*\*Please Note:** The US Department of Education's Office of Special Education Programs (OSEP) has requested that OSSE notify the public that it does not have an appropriation yet. States should use last year's Part B spreadsheet for public participation purposes. As the FFY2013 allocations are not yet available, the numbers posted to meet the 60-day public participation requirement are "draft" and the State will post its 2013 spreadsheet as soon as it becomes available.

Individuals who wish to comment so should direct their comments to Ms. Desirée Brown, Special Assistant - Community and Parent Relations, Division of Specialized Education, by email at: [osse.publiccomment@dc.gov](mailto:osse.publiccomment@dc.gov).

Should you have questions regarding this application or the public comment period, please direct them to the attention of Desirée Brown by email at [desiree.brown@dc.gov](mailto:desiree.brown@dc.gov) or at (202) 741-0271.

**Extended School Year Certification – Webinar Resource**

The Division of Specialized Education (DSE) recently hosted two Extended School Year (ESY) Certification webinars on February 13, 2013 and February 27, 2013. These webinars were designed to assist local education agencies (LEAs) in successfully completing the annual ESY certification requirements.

Please reference the link to the webinar PowerPoint presentation that contains information regarding federal and state ESY requirements, ESY eligibility framework and IEP documentation requirements, annual certification process requirements, and the Division of Student Transportation's (DOT) new Transportation Online Tool for ESY (TOTE).

To view the link, please click [here](#).



Division of Specialized Education (Continued)

**Special Education Data Audit: TTA Tier I Trainings**

Recently, your LEA received a communication regarding the results of OSSE's recent special education data audit. As a result of this audit, LEAs were placed into three performance categories (Tier I, Tier II, and Tier III) which correspond with increasingly intensive interventions and supports.

LEAs that have not met all required compliance thresholds in Tier I (universal support) are required to attend a special education quality improvement training series conducted via three strands, as follows:

1. Use of the Special Education Quality Review (SEQR) Assessment to Inform Improvement  
Required Training Participants: LEA Leadership Team
2. Improving Special Education Data Quality in SEDS to Enhance Student Outcomes  
Required Training Participants: Special Education Case Managers, Coordinators, and Teachers
3. Using Student Data to Conduct a Root Cause Analysis  
Required Training Participants: LEA Leadership Team

Each session of this training series will be scheduled multiple times in April (around the DC CAS testing window) to ensure that your LEA can access the sessions at times that are most convenient. Please note that these trainings are recommended even for LEAs that have met all requirements, in order to support continued excellence.

The training sessions began the week of March 25, 2013, beginning with SEQR and Data Quality. Please see the training dates below to begin scheduling your attendance at available Tier I training sessions. Additional sessions will be scheduled.

These updates will be shared via the OSSE Look Forward, the TTA list serve, and the SEDS Resource Site at <https://sites.google.com/a/dc.gov/seds-help-resources/home/tier-i-t-ta-calendar>. We look forward to continuing to support your efforts to improve outcomes for children with disabilities.

Should you have any questions, please feel free to contact Dr. Amy Maisterra, Assistant Superintendent, at [amy.maisterra@dc.gov](mailto:amy.maisterra@dc.gov) or 202-481-3757.



Office of Data Management

**Policy Guidelines for Calculating the Adjusted Cohort Graduation Rate**

OSSE is beginning the Adjusted Cohort Graduation Rate (ACGR) verification process. On Friday, March 15, 2013, LEAs received the ACGR policy documentation, which includes a “DETAILED TIMELINE” and processes.

The timeline includes important deadlines. LEA(s) will have from April 1, 2013 to May 20, 2013 to verify students and provide documentation.

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

**DC CAS Roster Verification Process – One More Week!**

The DC CAS Roster Verification process is drawing to a close. **Roster verification must be completed by Friday, 4/19/13.** As changes to the student information system may take 24-48 hours to reflect in SLED, OSSE highly encourages LEAs to verify rosters and make any necessary changes to student information systems as soon as possible. Guidance documents for this process are posted on <http://osse.dc.gov/page/dc-cas-roster-verification-sy2012-13>.



Office of Data Management (Continued)

**DC CAS Roster Verification – ELL/LEP Monitored Students**

Students who are in “ELL Monitoring” status (students who have earned a 5 on the ACCESS for ELLs test for the first time within the past 2 years) **are considered LEP for the purposes of accountability**. Because many LEAs do not code these students as receiving ELL services in their student information systems, OSSE has developed a process to identify these students in conjunction with the DC CAS Roster Verification process for the purposes of accountability. OSSE will identify students who likely have an ELL monitored status and will create a roster for LEAs to review. LEAs may then update, amend, and confirm these ELL-Monitored rosters during the DC CAS demographic appeal window in May/June.

**PARCC Technology Inventory Data Collection**

OSSE will open the PARCC Technology Inventory data collection on May 1, 2013, and this collection will close on May 30, 2013. This collection will be conducted via QuickBase, and additional details about this collection, guides and webinars will be provided in the coming weeks.

**Discipline Data Collection**

The 2011-12 school year collection for discipline data will open on May 1, 2013 and close on May 30, 2013. The process for this collection will mirror the 2010-11 Discipline data collection process with the exception that LEAs will be able to access templates from, and upload completed spreadsheets to QuickBase. Additional details about the collection, guides and webinars will be provided in the coming weeks.

**Enrollment Audit Tool Closing**

The Enrollment Audit Tool in QuickBase that was utilized for the 2012-13 school year will be **closed on April 30, 2013**. After April 30th, LEAs will no longer have access to this site.

**Please export or download any tables your LEA would like to save prior to April 30th.**

**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 by email to [osse.odm@dc.gov](mailto:osse.odm@dc.gov).

**If you have questions about any of the Office of Data Management notices, please contact Jessica Mellen Enos: (202) 535-2651, or by email at [jessica.enos@dc.gov](mailto:jessica.enos@dc.gov).**