



**NEW LOOK
COMING SOON!**

Office of the State Superintendent of Education

OSSE LEA LOOK-FORWARD: October 17, 2013—October 24, 2013 Key Events, Announcements, Updates and Deadlines

Enrollment Audit

NEW! Enrollment Audit Count Locations

As auditors prepare to visit your school, please remember to enter your “**COUNT LOCATIONS**” in the Quickbase Tool. The deadline for entering count locations is 2 business days (48 hours) prior to your scheduled audit. It is imperative that this information is accurate and updated as soon as possible.

If you have any questions or concerns, or need assistance accessing the Quickbase site, please e-mail osse.enrollmentaudit@dc.gov.

REMINDER! Enrollment Audit Site Visits

Enrollment Audit site visits are under-way until **November 15, 2013**. Below are updates and expectations:

- OSSE staff members will visit schools randomly during the Enrollment Audit headcount. Please be prepared for these observational visits. Note that these staff members will not **provide any technical assistance** during these visits.
- If you have not done so, please submit student Enrollment Audit headcount student locations using the QuickBase tool. Please ensure that this data is submitted 48 hours ahead of your scheduled site visit.

If you have any questions or concerns, please contact osse.enrollmentaudit@dc.gov.

REMINDER! Special Education Child Count Webinar

Minor changes have been made to the **Special Education Child Count** process. These changes were highlighted in a recent training for LEA Special Education Coordinators. If your LEA representative missed this information, a recording of the updated Child Count webinar training given to Special Education Coordinators can be found at the following link. <http://osse.dc.gov/multimedia/2013-child-count-webinar-training>. If you have any questions or concerns, please contact osse.enrollmentaudit@dc.gov.

REMINDER! Enrollment Audit Student Residency Prevention Hotline

OSSE strongly encourages school-based staff, District residents, and families to report information regarding any non-resident student receiving District-funded public education free of charge. This information can be reported to the Student Residency Fraud Prevention Hotline at (202) 727-7224. This is a confidential tip hotline. Caller identification is anonymous. Please post the attached [flier](#) in your school’s student registration office.

Division of Early Learning

FINAL NOTICE! Celebrate [Let’s Move! DC](#) on October 19

The District of Columbia Office of the State Superintendent of Education (OSSE) and the DC Head Start State Collaboration Office (DC- HSSCO), in partnership with Fit Kids-DC, are collaborating to celebrate First Lady Michelle Obama’s *Let’s Move!* Initiative by hosting the first annual [Let’s Move! DC - Children and Families Health Expo](#) on **Saturday, October 19** from 10:00a.m to 2:00p.m. at the Deanwood Recreation Center, just across the street from the Deanwood Metro exit.



Division of Early Learning (Continued)

Come join the party for a day of:

- Music and Entertainment
- Prizes and Giveaways!
- Local farmer markets showcasing DC’s rich variety of food
- Health and fitness exhibits/activity station
- Free sports classes for the kids!
- Come work out with the Washington Green Hawks, DC’s professional entertainment basketball team!
- MLS DC United will be there testing players’ soccer skills, giving away prizes, and raffling off game tickets!!
- NFL Play 60, US Tennis Association, and The President’s Challenge Program will all be there!
- Special appearance by Celebrity Chef Lauren Von Der Pool, personal Chef to Venus and Serena Williams. Giving away signed copies of her book “Eat Yourself Sexy!”
- Celebrating *Champions for Children* Awardees
- Children and parents can play in the Fit Kids-DC and Ruckus obstacle courses, fun zones, face painting, Zumba dancing, and much more!

Let’s Move! is leading a nationwide effort to combat childhood obesity and encourage healthy lifestyle choices by empowering families to put their children on the path to a healthy future during their earliest months and years. The initiative aims to inspire children to eat healthy foods and have at least 60 minutes of physical activity per day, whether before, during, or after school. In addition, the DC public school system has become the first U.S. district to fully commit to the **Let’s Move!** Active Schools Program. All 111 DC public schools have agreed to participate in the program. For any enquiries and questions, please email [Sheena King](#) or [Christophe Beard](#), or call at (202) 727-0969

REMINDER! FY14 Providers Meeting

The 2014 fiscal year is here! OSSE is excited about the new services that will be implemented in order to better serve early learning providers and the children of the district. Join us at our 2014 kick-off provider meetings to discuss such initiatives as bullying prevention strategies, OSSE early learning support structure, and early intervention services. Please plan to attend one of the following meetings below. OSSE providers not receiving subsidy may attend the Level I meeting.

COURSE	DATE/VENUE	TIME
Level I Providers	October 23/Christian Tabernacle Church of God, 2033 11th Street, NW	10:00a.m. – 12:00noon
Home Providers	October 28/Isle of Patmos Baptist Church, 1200 Isle of Patmos Plaza, NE	1:00p.m. – 3:00p.m.

To RSVP, please email [Derrick Brace](#)



Division of Early Learning (Continued)

REMINDER! National Preparedness Community Launches New Group

The National Preparedness Community is an online community that allows individuals to discuss emergency preparedness best practices and share how they are working to better prepare their communities. The community is inviting members to join the newly launched educators, parents, and advocates group, which is uniquely focused on topics related to preparing youth.

Join the Community Registration only takes a minute. Once you register, you will be able to receive updates on Community activity via email.

Introduce Yourself Take a few moments to share with the Community who you are and what your area of focus is.

Start a Discussion Create a discussion thread about a new guide your office created, an upcoming webinar you want members to attend, or how you are helping the public become better prepared.

To learn more about FEMA's youth preparedness efforts, please visit: <http://www.ready.gov/youth-preparedness>

REMINDER! DC Professional Development Registry (PDR) Incentive Program

There is still time to be eligible to win an iPad Mini or a FREE Creative Curriculum Training Coupon by participating in the DC Professional Development Registry (PDR) Incentive Program! The program is designed to increase District Early Childhood Education professionals' use of the PDR through incentivizing completion of an initial application for a Career Guide Level on the DC Career Guide. The program has been extended through **October 30th**.

The following are Incentive Program highlights:

For Early Childhood Education and Out-of-School Time (ECE) professionals: Simply register an account in the PDR or log into your existing account and apply for an initial level on the DC Career Guide before October 30 to have your name entered in a random drawing to win an iPad Mini!

For Centers/Directors of District licensed child care subsidy programs: Simply encourage your staff to register an account in the PDR or to log into their existing PDR account and apply for an initial level on the DC Career Guide between August 1st and October 30th. The three licensed child care subsidy programs with the highest percentage of staff who are both registered in the PDR and have applied for an initial application for a Career Guide level will be eligible to receive a FREE Creative Curriculum Training Coupon!

To learn more about the PDR or for additional details about the Incentive Program, visit LearnDC at <http://www.learndc.org/commoncore/resource/district-columbia-professional-development-registry>



Division of Early Learning (Continued)

REMINDER! 2014 Infant And Toddler Subsidy Rate Increase

Effective October 1, 2013, each provider will receive a 15% increase of their current subsidy reimbursement rate. The reimbursement rates will be increased in order to: (1) enhance the quality of child care through financial supports; (2) assist community based centers and homes in reaching high quality standards; and (3) increase the availability of high quality programs participating in the Child Care Subsidy Reimbursement Program. **Come to our October Provider Meetings to learn more!**

REMINDER! Early Childhood Reports And Resources

- [The State of Infant and Toddler Care in the District of Columbia: Baseline Quality Study and Workforce Survey Executive Summary](#)
- [DC Commission on Early Childhood Teacher Compensation](#)
- [Preparing Our Infant And Toddler Professional Workforce For The 21st Century](#)

REMINDER! Provider Spotlight: PDR Incentive Program Winners

Congratulations to the 1st round winners of the Professional Development Registry Incentive Program!

- Mr. Jamal Berry, Infant/ Toddler Master Teacher, Educare of Washington DC
- Ms. Kermerish Prince, Teacher, Saint Timothy Episcopal
- Ms. Jane Banister, Facility Director, Georgetown University Hoyas Kids

Mr. Jamal Berry and Ms. Kermerish Prince have each won an iPad mini and Ms. Jane Banister has won a free creative curriculum training coupon for her center, Georgetown University Hoyas Kids. Congratulations!

REMINDER! Exciting Training Opportunities for Early Intervention Providers

Coaching (Webinar)

October 22, 2013

9:00a.m.-12noon

Please register here: <https://www4.georgetown.edu/uis/keybridge/keyform/form.cfm?FormID=4673>

For more information please contact: [Latasha Rich](#) at lr376@georgetown.edu or call (202)687-8807

Subsidy Provider Information Sessions

October 29, 2013

1:00p.m. - 3:00p.m.

Venue: 810 First Street NE (3rd Floor Grand Hall)

For more information please contact: [Erica Anderson](#) at Erica.Anderson@dc.gov or call (202) 727-8149

REMINDER! Kindergarten-Entry-Assessment Teaching Strategies

DATA REPORTING DATE TO OSSE: All schools must submit KEA data for all participating students to OSSE by **October 31, 2013**. For more information, please contact [Mahlet Getachew](#)



Division of Elementary & Secondary Education

REMINDER! Resources for Teachers of Homeless Students

Resources for Teachers of Homeless Students: The National Center for Homeless Education (NCHE) provides research, resources, and information enabling communities to address the educational needs of children experiencing homelessness. Funded by the U.S. Department of Education, the Center serves as a clearinghouse of information for people seeking to remove or overcome educational barriers and to improve educational opportunities and outcomes for children and youth experiencing homelessness. NCHE has published [*Research Summary: Teaching and Classroom Strategies for Homeless and Highly Mobile Students*](#). This valuable resource lists strategies to help school based staff effectively serve students in transitory housing including strategies to improve classroom culture, align academics, and increase social engagement among homeless students.

For more information on resources for homeless students and their families, please contact [Ja'sent Brown](#) or call at **(202) 654-6123**.

REMINDER! The Mathematics and Science Partnerships Grant Competition for FY2014

OSSE is pleased to announce the eighth competition for the Mathematics and Science Partnerships (MSP) Program. The intent of this competitive grant program is to allow local educational agencies (LEAs) and institutions of higher education (IHEs) to collaborate in professional development activities that increase the subject matter knowledge and improve the standards-based instructional practices of science, technology/engineering, and mathematics (STEM) teachers. Partnerships between LEAs and the science, technology, engineering, and mathematics (STEM) faculty in IHEs are at the core of these improvement efforts. LEAs are encouraged to take leadership roles in implementing and perpetuating the training that is developed with awarded funds. Other partners may include public schools, businesses, and non-profit organizations involved in mathematics and science education.

Successful applications will include ways to sustain intensive, high-quality professional development activities that focus particularly on deepening teachers' content knowledge and establishing coherence in teachers' professional development experiences. The competition is open until November 4, 2013. Applications are being accepted electronically by email until 5:00pm on **Monday, November 4, 2013**.

Please contact [Valida Walker](#) by email for more information.

REMINDER! Truancy Prevention Resource – Truancy Prevention Mailbox

Did You Know?

Did you know that missing just 10% of the school year in the early grades can leave many students struggling throughout elementary school? (Attendance Works)

Click here for more information in English on the [Truancy Guide](#) , [Spanish](#) , and [Amharic](#).

ATTENDANCE MATTERS! In conjunction with Attendance Awareness Month, the OSSE formally announces its Truancy Prevention Mailbox, a resource for educators, parents and other educational stakeholders to submit questions and enquiries related to truancy prevention. Questions or enquiries can be submitted to the Truancy Prevention Mailbox at osse.truancyprevention@dc.gov.



Division of Elementary & Secondary Education (Continued)

REMINDER! Federal Fiscal Year 2013 Consolidated Application Guidebook Now Available

OSSE is pleased to announce the release of the *Federal Fiscal Year 2013 Consolidated Application Guidebook*, a resource developed to provide LEAs with guidance on completing the Federal Fiscal Year 2013 Consolidated Application. The guidebook contains a collection of individual technical assistance documents for critical sections of the application. This step-by-step guide gives each LEA the ability to access specific parts of the Federal Fiscal Year 2013 Consolidated Application as needed without reviewing the entire Phase II instructions document. The guidebook provides (1) each program's purpose, (2) each program's eligibility, (3) step by step instructions on how to complete the section, and (4) associated links for further guidance specific to the covered programs. Please visit <http://osse.dc.gov/node/618142> to access the resource. For any questions or comments, please contact [Robin Bessler](#).

REMINDER! FFY 2013 Consolidated Application Status

ELSEC's grants management team will provide weekly status updates to LEAs in reference to their FFY 2013 Consolidated Applications. ELSEC allocated Title I, Title II, and Title III funds to 54 LEAs, of which 29 LEAs have submitted Phase II applications. Please click on the link to view the current [Consolidated Application Status Report](#).

REMINDER! Complaint Procedures for Elementary and Secondary Education Act Programs and Grants

OSSE has a formal policy for receiving and addressing state-level complaints related to ESEA programs for sub-recipients of funding made available under the Elementary and Secondary Education Act of 1965, as amended (ESEA). The procedure described in this policy applies to complaints arising from and related to ESEA program administration, sub-grantee administration, equitable services and ESEA accountability classifications. Detailed guidance is available on the OSSE website located [here](#).

For more information on filing a complaint or appealing an LEA decision regarding the provision of educational services to homeless students and parents under McKinney-Vento, please refer to the policies on OSSE's [Homeless Children and Youth Program](#) webpage under the Division of Elementary and Secondary Education.

For more information on filing a complaint regarding the provision of specialized education services to disabled students under IDEA, please refer to the policies under OSSE's [Division of Specialized Education](#) webpage. Please share this information with your program staff and participants.

Division of Post-Secondary & Career Education

FINAL NOTICE! OSSE Scholars Application Now Available

OSSE Scholars provides high-achieving, academically motivated students who exhibit financial need with the opportunity to attend selective summer college programs at partner universities. This program offers early exposure to college-level academics, navigating a college environment, and, at certain universities, earning college credit. OSSE fully funds tuition, room and board, books, and transportation for selected students.



Division of Post-Secondary & Career Education (Continued)

In order to become eligible, students must:

- Be a District resident attending a District public or charter school
- Be a current sophomore or junior
- Have a GPA of at least 3.0
- Have demonstrated financial need
- Exhibit leadership and maturity through extracurricular and/or community involvement

For more information and the application, please visit <http://osse.dc.gov/service/osse-scholars-summer-enrichment-program>. The application deadline is **Friday, October 25**.

For questions or concerns, please contact [Jill Wohrle](#), or by phone at (202) 741-6415.

REMINDER! Dual Enrollment Funding Opportunity

The OSSE Dual Enrollment Fund provides support for unmet tuition, fee and book costs for high school students enrolled in postsecondary classes at District universities. OSSE can provide support and funding to schools looking to create new dual enrollment partnerships. Is your school interested in increasing the number of students who participate in dual enrollment? Please contact [Jill Wohrle](#), or by phone at (202) 741-6415.

Division of Specialized Education

REMINDER! 5th Annual “Moving Forward Together” Secondary Transition Community Forum

OSSE is pleased to announce the 5th Annual Secondary Transition “*Moving Forward Together*” Community forum. This forum, jointly funded and co-sponsored by organizations throughout the District of Columbia, brings District youth and young adults with disabilities (middle & high school), parents/families/caregivers, educators, professionals, and community organizations together to learn about transition into employment, education, and independence.

This two-day event is scheduled for **Friday, October 25, 2013** and **Saturday, October 26, 2013** and will be held at the Martin Luther King, Jr. Memorial Public Library at 901 G Street, NW, Washington, DC.

Day one, Friday, October 25, 2013 from 10:00am – 3:00pm, will feature Motivational Speaker Lamont Carey (lamontcarey.com), an interactive scavenger hunt with exhibitors, and youth-led self-advocacy and transition workshops for students attending DC Schools (DCPS, Charter and Nonpublic Programs).

Teachers are encouraged to bring their students to this event. To register for the community fair, please select the following link: [Secondary Transition Student Fair](#).

Day two, Saturday, October 26, 2013 from 10:00am – 2:00pm, is a city-wide community forum which will provide valuable local resources, success stories, networking opportunities and workshops for youth with disabilities, families, educators and special education stakeholders.

To register for the community forum, please select the following link: [Secondary Transition Community Forum](#).

For additional information regarding this event, please visit www.dctransition.org.



Division of Specialized Education (Continued)

REMINDER! The State Advisory Panel on Special Education (SAP) – Town Hall Meeting

The State Advisory Panel on Special Education (SAP) invites you to a Town Hall for Special Education Stakeholders being held in conjunction with the Fifth Annual Moving Forward Together Secondary Transition Forum.

The Secondary Transition Forum will be held from 10 a.m. to 2 p.m. at the Martin Luther King, Jr. Memorial Library at 901 G Street, NW on **Saturday, October 26, 2013**. Students, parents, educators, and the community can learn about preparing for transition to employment, postsecondary education, and independence.

Make sure you stop by Room A5 between 1 and 4 p.m. to tell the SAP what you think the **MOST IMPORTANT** special education issue is for the SAP to address this year. Each person will have three minutes to address the SAP, and all comments provided will be considered as the SAP plans its annual priorities. If you have questions about the Town Hall or cannot come but want to provide feedback, please email osse.dcsap@dc.gov.

REMINDER! Fiscal Policy and Grants Management releases IDEA Phase II Application

The OSSE is pleased to announce the release of the FFY2013 Phase II application for IDEA, Part B funds for LEAs. The application, along with a memo with instructions, can be found online at: <http://osse.dc.gov/service/fiscal-policy-and-grants-management>. Applications are due no later than **November 8, 2013** at 5pm.

If you have any questions regarding funding for IDEA or the Phase II application please contact [Faith Leach](#), Fiscal Policy Manager, or call on (202)741-5091.

REMINDER! New LEA Support Model for 2013-2014

As announced, OSSE is transitioning to a new LEA support framework—the LEA Inquiry Team Model. This model is designed to provide LEAs with a "one-stop shop" for receiving support tailored to meet their needs. The Office of Data Management and the Division of Specialized Education are launching the model, which is intended to expand as other divisions join the effort.

In this model, staff from different practice areas will support an assigned group of LEAs. These teams are supported by a primary point of contact (POC), who, in consultation with a secondary POC, will route both data and practice/policy questions to pre-designated resources assigned to support specific LEAs via LEA "Inquiry Teams." This process is designed to ensure that LEAs receive timely and robust answers to their questions. The second function of the model is to proactively review data for LEAs to design targeted assistance that supports performance improvement.

For example, if data shows that particular LEAs are experiencing challenges within an area of practice, OSSE may offer targeted technical assistance or link the LEAs to others that may be having success for consultative purposes. In addition, if questions on a particular topic are received in the OSSE Support Tool by more than one LEA, this will indicate a need for OSSE to create and post state-level guidance.

LEAs should use the new OSSE Support Tool, released on August 16, 2013, for all inquiries. While many LEA special education representatives have already received training on the use of this tool, OSSE will be providing additional guidance to other LEA personnel. Each LEA will be contacted by its designated POCs to provide further details regarding the model and will also be available to answer any questions LEAs may have at that time.



Division of Specialized Education (Continued)

The Office of Data Management and Division of Specialized Education look forward to collaborating with LEAs to fine tune this new approach, which is intended to provide high quality support designed to meet LEA needs. If you have any questions, please do not hesitate to contact Jeffrey Noel, Director of Data Management by email at Jeffrey.Noel@dc.gov, or Amy Maisterra, Assistant Superintendent, Division of Specialized Education, by email at Amy.Maisterra@dc.gov.

Special Education Data System (SEDS) Updates

REMINDER! Special Education Data System (SEDS) – LEA Data Administrator II Course Modules 3-5

The Division of Specialized Education (DSE) is pleased to announce the continuation of the 2013 LEA Data Administrator (LDA) II course. All LEAs are required to have at least one representative (two preferred) complete all five professional development modules for this course.

At this point, one person from each LEA should have completed both modules 1 and 2 of the LEA Data Administrator II course. The remaining three modules will be delivered via an online course. Upon completion of all 5 modules, attendees will receive a certificate of completion and awarded 11 Professional Learning Units (PLUs). Below are the dates and times of each course. Please review and register for the remaining four modules by clicking on the links provided.

COURSE NAME	DATE	TIME
2013 LDA Module 3	Wednesday, October 23	10:00a.m. – 12:00noon
2013 LDA Module 4	Wednesday, November 20	10:00a.m. – 12:00noon
2013 LDA Module 5	Wednesday, December 18	10:00a.m. – 12:00noon

Division of Wellness & Nutrition

NEW! Growing Healthy Schools Week Kickoff, October 21

[Growing Healthy Schools Week](#) celebrates **school gardens** and **farm to school** programs throughout the District. The kickoff will take place at Thurgood Marshall Academy (TMA) from 10:00-12:00 on Monday, October 21 and will feature a cooking competition between local chefs featuring fresh produce from TMAs garden. Come see our School Garden Award and Healthy Schools Act Art and Essay Contest Award winners receive their prizes and help us celebrate the beginning of this week filled with exciting events including a Healthy Schools Act panel discussion at the US Green Building Council at 6:00 pm on the 21st. Click [here](#) for more information on all of these great events.

REMINDER! Support the introduction of healthy foods in your local schools now!

The Let’s Move Salad Bars to Schools is a grant program in support of First Lady Michelle Obama’s Let’s Move Initiative to expose children to healthy foods, and to reduce obesity in children within a generation.



Division of Wellness and Nutrition (Continued)

Let's Move Salad Bars to Schools has a goal to fund and introduce 6,000 salad bars in schools throughout the country by December 2013 in order to increase the availability of fruits and vegetables for children throughout the day. Learn more about the program and how you can apply to have a salad bars added to your school at <http://saladbars2schools.org/>.

REMINDER! Meal Pattern Training for Lunch and Breakfast hosted by The National Food Service Management Service Management Institute, October 30

School food authorities and vendors are invited to attend the Lunch and Breakfast Meal Pattern Training hosted by The National Food Service Management Institute on **Wednesday, October 30** from 8:30 a.m. to 4:00 p.m. at OSSE, 810 First Street, NE, Third Floor Grand Hall Side A. This training provides an overview of the lunch and breakfast meal pattern and focuses on food-based menu planning required for the National School Lunch Program. Various group activities support each of the lesson topics. Note: This training **does not** discuss certification of compliance with meal requirements or the six (6) cents per lunch rule. Lesson topics include:

- New Meal Pattern
- Vegetable Subgroups
- Whole Grain-Rich Foods
- Meal Components and Menu Planning
- Calorie Range for Breakfast and Lunch Menus
- Dietary Specifications for Sodium, Saturated Fat, and Trans Fat
- Offer Versus Serve (OVS)

Please send your RSVP by email to [Noni Robinson](mailto:Noni.Robinson@dc.gov).

Office of Data Management & Assessment

REMINDER! OSSE's FTP Site Cleanup

Over the next few weeks, OSSE will begin the semi-annual process of cleaning and archiving files in LEA folders on OSSE's FTP site (<https://upload.dc.gov/ossedata/nclb>). Please make sure to download and save any files your LEA may need for future reference by **Friday, October 25, 2013**. Please note that while most files will be removed from LEA folders on the FTP site in this process, OSSE will preserve source files. If you have any questions or concerns about this process, please contact Imani Stutely (Imani.stutely@dc.gov) or Jessica Mellen Enos (Jessica.enos@dc.gov).

REMINDER! 2013 DC CAS IDEA Nonparticipant

OSSE is required to report federally the reasons students with disabilities did not participate/did not receive a valid score on the DC CAS. In the ongoing efforts to reduce burden, OSSE has posted a file in each applicable LEA's folder on OSSE's secure FTP site with a list of students with disabilities at that LEA considered nonparticipants/not receiving valid scores on the 2013 DC CAS.



Office of Data Management & Assessment (Continued)

LEAs should check this file and notify OSSE if any of the information is incorrect. If the information is correct, the LEA does not need to take any action. LEAs should review this information and notify [Jessica Mellen Enos](#) of any discrepancies by **November 1, 2013**.

REMINDER! 2014 DC CAS Blueprint

The approved and finalized blueprint for the spring 2014 DC CAS for all tested grades and subjects has been posted to OSSE's website: <http://osse.dc.gov/service/dc-cas-planning-resources-and-guidelines>. If you have any questions, please contact [Jessica Mellen Enos](#).

REMINDER! Discipline, Truancy & Immigrant Data Collection Begins Today

The annual discipline, truancy and immigrant collections for federal reporting are scheduled to begin today. OSSE will be collecting student-level data focusing on discipline incidents, attendance and immigrant status for SY2012-2013. For more information, please contact Emily Persons (Emily.persons@dc.gov) or Jessica Mellen Enos (Jessica.enos@dc.gov).

REMINDER! LEA Contact Information

OSSE is reaching out to LEAs to update OSSE's LEA Contact List for the 2013–14 school year. LEAs should provide the appropriate names, titles and contact information for the following contact types:

- Data Manager
- Finance/Grants Manager
- Special Education Data System Trainer
- Special Education Coordinator
- Head of School
- SEDS Team Leader
- SEDS Data Administrator
- Enrollment Auditor
- Homeless Liaison
- LEP Coordinator
- Assessment Specialist
- Information Technology Manager
- Teacher and Staff Data Coordinator

To facilitate this process, OSSE has created an online form

(<https://docs.google.com/a/dc.gov/forms/d/1ux6OFRGSLwgXc1SkqVuLe3aqO2yEygCTRjyyh8XusY/viewform>) for LEAs to use when submitting contact information. LEAs may input new information all at once, or revisit the form to add additional information at any point during this process. For assistance with this process or the form, please contact [Jessica Mellen Enos](#).

REMINDER! English Language Learner (ELL) Identification Guidance

OSSE is providing resources for LEAs on the identification of ELL students at the following link: <http://osse.dc.gov/service/access-ells>. For assistance with ELL Identification, please contact Michelle Blakey-Tuggle (Michelle.blakey-tuggle@dc.gov).



Office of Data Management & Assessment (Continued)

FINAL NOTICE! 2013-2014 DC CAS Alt Registration

The District of Columbia Comprehensive Assessment System Alternate (DC CAS Alt) is a portfolio assessment given to students with the most significant cognitive disabilities and who are unable to participate in the general assessment (DC CAS) even with accommodations and/or modifications. Potential DC CAS Alt students must be registered by **Friday, October 18, 2013**.

For additional information, please contact [Michelle Blakey-Tuggle](#) or visit <http://osse.dc.gov/service/dc-cas-alt-participation-criteria-and-forms>.

REMINDER! New LEA Support Model for 2013-2014

As previously announced, OSSE is transitioning to a new LEA support framework—the LEA Inquiry Team Model. This model is designed to provide LEAs with a "one-stop shop" for receiving support tailored to meet their needs. The Office of Data Management and the Division of Specialized Education are launching the model, which is intended to expand as other divisions join the effort. In this model, staff from different practice areas will support an assigned group of LEAs. These teams are supported by a primary point of contact (POC), who, in consultation with a secondary POC, will route both data and practice/policy questions to pre-designated resources assigned to support specific LEAs via LEA "Inquiry Teams." This process is designed to ensure that LEAs receive timely and robust answers to their questions. The second function of the model is to proactively review data for LEAs to design targeted assistance that supports performance improvement.

LEAs should use the new OSSE Support Tool, released on August 16, 2013, for all inquiries. While many LEA special education representatives have already received training on the use of this tool, OSSE will be providing additional guidance to other LEA personnel. Each LEA will be contacted by its designated POCs to provide further details regarding the model and will also be available to answer any questions LEAs may have at that time. The Office of Data Management and Division of Specialized Education look forward to collaborating with LEAs to fine tune this new approach, which is intended to provide high quality support designed to meet LEA needs. If you have any questions, please do not hesitate to contact Jeffrey Noel, Director of Data Management by email at Jeffrey.Noel@dc.gov, or Amy Maisterra, Assistant Superintendent, Division of Specialized Education, by email at Amy.Maisterra@dc.gov.

For access TO THE OSSE SERVICE TOOL, please send your request by email to [Katie Williams](#).

REMINDER! English Language Learner (ELL) Identification Guidance

OSSE will be providing a webinar and resources for LEAs on the identification of ELL students within the coming weeks. If you are interested in attending the webinar or receiving these resources when they become available, please email [Michelle Blakey-Tuggle](#) or [Jessica Mellen Enos](#).

REMINDER! 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 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*.



Office of Data Management & Assessment (Continued)

REMINDER! 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 funds. 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.

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	63%	18%
2015-2016 School Year	64%	19%
2016-2017 School Year	65%	20%

FINAL NOTICE! 2013-14 Assessment Working Group

OSSE is reconstituting the Assessment Stakeholder Working Group for LEAs to provide input on assessment policy, the transition to next generation assessments, and to ensure transparency and LEA representation in assessment decisions and next steps. The group will meet approximately once each month, sometimes in person and sometimes via phone/web conference. Participants will be expected to attend meetings, provide meaningful feedback and guidance, consider multiple perspectives, and communicate the work of the group to the broader DC education community. If you are interested in being a participant in this group or have any questions, please contact [Jessica Mellen Enos](#) or call, (202) 535-2651 by 5pm, **October 11, 2013**.

Office of Grants Management and Compliance

NEW! Helping Prevent Federal Grant Funds from Lapsing

OSSE wants to help you prevent federal grant funds from lapsing at the end of the fiscal year (9.30.2013). Failure to spend enough of these lapsing funds may put future funding at risk. OSSE is dedicated to working with you to discuss and outline strategies for avoiding the lapsing of these funds and ensuring that your students receive the full range of benefits available to them. Don’t hesitate to reach out to OSSE for support. For more information, please contact [Walter Lundy](#).



Office of Grants Management and Compliance (Continued)

REMINDER! DC OSSE Consolidated List of Federal Grant Programs Impacted by Sequestration

Please visit the [OSSE website](#) for information pertaining to the 2013-2014 allocations for LEAs in Washington, DC. To learn more about the impact of sequestration regarding federal grants, click [here](#). If you have any questions or concerns, please contact [Cedric Thompson](#).

Please visit <http://www.bruman.com/index.php/sequestration-resources/> to access additional guidance on sequestration.

REMINDER! FY 2013 Federal Grant Closeout Deadline (Deadline Strictly Enforced)

DEADLINE

ACTION

Friday, November 15

Last day to submit reimbursement workbooks

OSSE Chief Information Office (CIO)

UPDATE! FY 14 Schools Technology Fund

Pursuant to the Fiscal Year 2014 Budget Request Act of 2013, OSSE is disbursing the **Schools Technology Fund** to Local Education Agencies (LEAs) for use in the improvement of technology in the District’s public schools. The fund disbursement is based on the 2012 Audited Enrollment Numbers and the award period is from **October 1, 2013 through September 30, 2014**. Additionally these funds will support the Federal Department of Education’s move to online standardized testing. For more information about online test requirements, please visit the [PARCC](#) website.

With the government shutdown over the disbursement process will now commence. Please look-out for further details.