



# LEA LOOK FORWARD

**February 6 - 13, 2014**

## Enrollment Audit

### Reminder: Enrollment Audit Process Evaluation

OSSE values the feedback of our stakeholders. Between **February 5-7, 2014**, OSSE will be sending an “Enrollment Audit Survey” to all LEA enrollment audit, LEP and SPED POCs. Please take a moment to complete the survey and ensure our processes and procedures are used efficiently and effectively. We thank you for your continued support and cooperation during the Enrollment Audit.

For questions or concerns, please contact [osse.enrollmentaudit@dc.gov](mailto:osse.enrollmentaudit@dc.gov) for further assistance.



## Division of Early Learning

### Reminder: Introduction to CLASS Pre-K Training

In response to your request, the Office of the States Superintendent of Education (OSSE) is pleased to announce two additional dates for the Statewide Classroom Assessment Scoring System (CLASS Pre-K) training. These trainings will provide an overview of the CLASS instrument domains and dimensions, various use of the tool, and the importance of effective teacher- child interactions for children’s learning. Participants will receive 4 clock hours.

Please see training dates and registration deadlines below:

Registration Deadline	Training Date	Time	Location	Participant Capacity
February 7, 2014 <a href="#">Registration</a>	Wednesday, February 12, 2014	1:00pm - 5:00pm	The Office of The State Superintendent of Education 810 First Street NE	100
February 12, 2014 <a href="#">Registration</a>	Saturday, February 15, 2014	9:00am - 1:00pm	The Office of The State Superintendent of Education 810 First Street NE	100
No Registration deadline, it is first come first serve	ID’s will be issued on a rolling basis	N/A	Online	1 per site/ LEA

***Registration is required.***

For questions please contact [Mahlet Getachew](#) or call on (202) 727-0545.



# LEA LOOK FORWARD

## Division of Early Learning (Continued)

### **Reminder: Winter FY 2014 Professional Development Course Catalog**

The [Winter FY 2014 Course Catalog](#) was 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 see the Winter FY 2014 Professional Development Course Catalog to check out available learning opportunities.

For additional questions, please contact [Dana Caffee-Glenn](#), Professional Development Coordinator, OSSE Early Learning Professional Development Unit.

### **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:

- **March 14, 2014**
- **May 15, 2014**

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



# LEA LOOK FORWARD

## Division of Early Learning (Continued)

### **Reminder: Distribution of Howard University Evaluation Data**

OSSE, in partnership with Howard University's Center for Urban Progress, conducted an annual evaluation of pre-kindergarten programs in community based organizations, traditional public and public charter schools during the 2012-2013 School Year. The purpose of the evaluation was to assess classroom quality in the District of Columbia and provide useful data that can be used to strengthen the early childhood education system.

As such, developmentally and culturally appropriate instruments such as Classroom Assessment Scoring System (CLASS), the Peabody Picture Vocabulary Test (PPVT4) and Expressive Language Vocabulary Test (EVT2), Infant and Toddler Environmental Rating Scale (ITTERS-R) and Family Child Care Environmental Rating Scale (FCCERS-R) were used to conduct the evaluation. The individual result of the evaluation was mailed and emailed to all providers including DCPS and PCS. Based on the evaluation results, OSSE is developing benchmarks and professional development opportunities for different stakeholders.



## **Division of Elementary & Secondary Education**

### **New: Semester of SLOs: Session #2**

OSSE is offering guidance on the creation and use of Student Learning Objectives (SLOs). Student Learning Objectives are learning goals that are set by teachers for students, and are a proven method for measuring student growth and teacher effectiveness in non-tested grades and subjects. Part of this guidance is a six-session series that will support LEAs in the creation and implementation of SLOs. During *Semester of SLOs*, members will engage in each phase of the complete process.

#### **Session #2**

**Date:** Thursday, February 20, 2014

**Time:** 4:30pm - 6:30pm

**Venue:** 810 First Street NE, Third Floor, Grand Hall

During this session, participants will be provided the opportunity to learn additional SLO strategies, and will discuss and collaborate around key elements of the Student Learning Objectives development process. This session will be differentiated based on participant needs and recent feedback.

For questions and inquiries please contact [Gimari Jones](#), Student Learning Objectives Specialist.

[Register here!](#)

[Learn more](#) about SLOs, begin training staff, access the SLO Guidebook, and download the technical assistance modules!



# LEA LOOK FORWARD

## Division of Elementary and Secondary Education (Continued)

### **New: Professional Development: 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).

The first of three trainings will be held:

#### **Wednesday, February 26, 2014**

**Time:** 5:15 pm – 7:30 pm

5:15 pm: Registration and Dinner

5:45 pm: Breakout Sessions (by grade level and subject area)

7:15 pm: Closing

**Location:** Deal Middle School

**[3815 Fort Drive NW, Washington, D.C., 20016](#)**

Parking is available at the school.

Closest Metro station: Tenleytown/AU

**Save the Dates** and visit [teachplus.org](http://teachplus.org) for more information and to RSVP the events.

- **Wednesday, March 19, 2014**
- **Wednesday, April 23, 2014**
- **Wednesday, May 21, 2014**

### **Reminder: Next Generation Science Standards Adopted for District of Columbia Schools, (K-12)**

The final version of the [Next Generation Science Standards \(NGSS\)](#) was released by Achieve on April 9, 2013.

The State Board of Education adopted the Next Generation Science Standards on December 18, 2013.

Together with the Common Core State Standards in Mathematics and English Language Arts, the NGSS hold the promise of transforming STEM education and preparing all DC students to succeed, in education, work, and their daily lives.

Please visit the [NGSS](#) site at OSSE, to learn more about the newly adopted standards and view when OSSE will host more community events about Next Generation Science Standards.

If you have any questions or inquiries, please feel free to contact [Maya Garcia](#).

### **Reminder: Save the Date - DC STEM Fair March 2014**

The DC STEM Fair is a long-standing tradition for DC's Public, public charter, parochial, private and homeschooled students to showcase their research skills and compete for a variety of awards and prizes, including the opportunity to represent all of DC at the Intel International Science and Engineering Fair in Los Angeles, CA on May 11-16, 2014. This exciting event will be held on Saturday, **March 22, 2014**, from 8:00am - 3:00pm.

Visit the [DCPS STEM Fair site](#) for more details!







# LEA LOOK FORWARD

## Division of Specialized Education (Continued)

### **Update: Special Education Data System (SEDS) – OSSE Support Tool Updates**

As we receive feedback from users regarding the OSSE Support Tool, we continue to design ways to improve the tool. Recently, two changes were made in the OSSE Support Tool:

**FERPA Language:** You will see a message on your homepage asking to acknowledge the FERPA statement. To show acknowledgment of the FERPA statement, you will be required to click on a button that will take you to a page with a check box. By checking the box, you are confirming that you understand your role and responsibilities as it relates to FERPA and data available in the OSSE Support Tool.

**New Status Categories:** To understand the status of a ticket submission, the following changes are being made to the Status names:

- New Submission will now be **Brand New Submission**
- Received Investigating will now be **Investigating**
- LEA Action/Information Required remain the same
- Closed/No Response From User will now be **Resolved/Unconfirmed by User**
- Resolved will now be **Resolved Confirmed by User**
- Resolved/Pending User Confirmation will remain the same
- **Unresolved/No Response by User is a new status**

For any questions or concerns, please submit a ticket in the [OSSE Support Tool](#).

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

The OSSE Division of Specialized Education 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 Nonpublic SEDS Point of Contacts should plan to attend and participate in these quarterly webinars. Please register for the webinar series using the links below:

#### **Wednesday, March 19, 2014**

10:00AM - 11:00AM

[Register](#)

#### **Wednesday, May 21, 2014**

10:00AM - 11:00AM

[Register](#)





# LEA LOOK FORWARD

## Division of Specialized Education (Continued)

1. Meets Requirements
2. Needs Assistance
3. Needs Intervention
4. Needs Substantial Intervention

On August 2, 2013, each LEA serving students with disabilities age 3-21 received an IDEA Part B Local Determination packet from OSSE, which included the LEA's overall determination score and determination level for Federal Fiscal Year (FFY) 2011 (SY 2011-2012). Please note that for the purposes of IDEA, all LEAs that have selected the District of Columbia Public Schools (DCPS) as their LEA for the purposes of special education (i.e. "dependent charter LEAs") receive the same annual determination as DCPS.

As communicated to LEA leaders in OSSE's August 2, 2013 determination cover letter, OSSE is making the results of the FFY 2011 determinations publicly available to support ongoing efforts to provide useful information to District of Columbia stakeholders. Individualized LEA determination packets will be uploaded to Learn DC during the month of March.

[Access and view table with each LEA's FFY 2011 determination status](#)

[Access and view OSSE's LEA Determination scoring rubric](#)

### **Reminder: Division of Specialized Education (DSE) Policy Release**

On January 27, 2014, OSSE released three new policies: the Individualized Education Program (IEP) Amendment Policy, the Confidentiality of Student Information Policy, and the Individuals with Disabilities Education Act (IDEA) Part B Grant Eligibility and Administration Hearing Process Policy. The Policies become effective on Monday, March 3, 2014.

- The [Individualized Education Program \(IEP\) Amendment Policy](#) formalizes requirements and appropriate procedural safeguards for parents related to changes made to IEPs after the annual IEP review takes place, through either documented written agreement or IEP Team meeting.
- The [Confidentiality of Student Information Policy](#), in accordance with the Family Educational Rights and Privacy Act (FERPA), serves to protect the confidentiality of students with disabilities by establishing procedures for the collection, storage, disclosure, and destruction of personally identifiable information in educational records collected, used, or maintained under IDEA Part B.
- The [Individuals with Disabilities Education Act \(IDEA\) Part B Grant Eligibility and Administration Hearing Process Policy](#) establishes a hearing review process for grantees and subgrantees to request review of grant eligibility and administration activities, in accordance with the Education Department's General Administration Regulations (EDGAR).





# LEA LOOK FORWARD

## Division of Specialized Education (Continued)

### **Reminder: Special Education Data System (SEDS) 6.1 – Release Updates**

The SEDS Winter 2014 Release was deployed Monday, January 20, 2014. An updated document summarizing all changes, a transition document, and a recorded training of the changes are all available on the [SEDS Resource Site](#).

The release of new functionality was successful with two exceptions:

- LEA Data Administrators (LDAs) will temporarily be unable to access the 'Inactive Documents' button found on the Documents Page. In the interim, in order to access inactive documents, LDAs should submit a request in the [OSSE Support Tool](#).
- The new transportation eligibility field has not been updated as expected and previously communicated. Until this is resolved, the transportation page will need to be updated for all students receiving special education services when developing an IEP or IEP Amendment.

OSSE has been in communication with the vendor and expects that these issues be corrected by **Thursday, January 23, 2014**. We will keep you apprised if there are any changes to this timeline.

For any questions or concerns regarding the new functionality, please submit a ticket in the [OSSE Support Tool](#)

### **New: Student-led IEP Training**

The Best Me I Can Be: Implementing Student-led IEPs in the District of Columbia Research has shown that students who actively participate throughout the IEP process have higher levels of school engagement and are more likely to achieve their academic and personal goals. Over the past year, OSSE's Division of Specialized Education has developed new tools and resources to assist schools and families in supporting students to take an active role in planning for their future. Learn how you can better support student involvement in IEP planning by participating in the following interactive training modules:

1. Getting Started,
2. Building Awareness
3. Understanding Your IEP
4. Preparing for Participation
5. Student-led IEPs

Additionally, training participants will:

- Interact with OSSE's new Secondary Transition resource website and the Student-led IEP Online Toolkit;
- Engage in application activities with resources that facilitate greater student involvement;
- Listen to DC teachers and administrators share the successes and challenges they have experienced in fostering meaningful student involvement throughout the IEP process; and
- Have the opportunity to arrange individualized action planning sessions with OSSE Training & Technical Assistance staff.



# LEA LOOK FORWARD

## Division of Specialized Education (Continued)

<b>Presenter(s):</b>	OSSE
<b>Date(s):</b>	February 19, 2014
<b>Time:</b>	8:30am - 3:30pm
<b>Location:</b>	810 First Street, NE, 8th Floor, Room 806 Sides A-B
<a href="#"><u>Registration</u></a>	

## **New: Common Core State Standards Training**

### **Elementary Reading**

This training will use strategies to align reading teaching practices to the shifts in Common Core State Standards. Additionally, participants will determine specific ways to accommodate students with disabilities without changing the standards or lowering expectations through targeted, developmentally-appropriate strategies that will provide key supports for students.

This training is for K-5 educators.

### ***Participants are expected to attend two half-day training sessions:***

February 24, 2014, 9:00am-12:00pm and March 18, 2014 9:00am-12:00pm

<b>Presenter(s):</b>	OSSE
<b>Date(s):</b>	February 24, 2014 & March 18, 2014
<b>Time:</b>	9:00am to 12:00pm
<b>Location:</b>	810 First Street, NE, 8th Floor, Room 806, Sides A-B
<a href="#"><u>Registration</u></a>	

### **Elementary Mathematics**

This training will use strategies to align mathematics teaching practices to the shifts in Common Core State Standards. Additionally, participants will determine specific ways to accommodate students with disabilities without changing the standards or lowering expectations through targeted, developmentally-appropriate strategies that will provide key supports for students.



# LEA LOOK FORWARD

## **Division of Specialized Education (Continued)**

This training is for K-5 educators.

***Participants are expected to attend two half-day training sessions:***

February 25, 2014, 9:00am-12:00pm and March 19, 2014, 9:00am-12:00pm

<b>Presenter(s):</b>	OSSE
<b>Date(s):</b>	February 25, 2014 & March 19, 2014
<b>Time:</b>	9:00am to 12:00pm
<b>Location:</b>	810 First Street, NE, 8th Floor, Room 806, Sides A-B
<a href="#"><u>Registration</u></a>	

### **Secondary Reading**

This training will use strategies to align reading teaching practices to the shifts in Common Core State Standards. Additionally, participants will determine specific ways to accommodate students with disabilities without changing the standards or lowering expectations through targeted, developmentally-appropriate strategies that will provide key supports for students.

This training is for secondary (6-12) educators.

***Participants are expected to attend two half-day training sessions:***

February 24, 2014, 1:00pm-4:00pm and March 18, 2014, 1:00pm-4:00pm

<b>Presenter(s):</b>	OSSE
<b>Date(s):</b>	February 24, 2014 & March 18, 2014
<b>Time:</b>	1:00pm to 4:00pm
<b>Location:</b>	810 First Street, NE, 8th Floor, Room 806, Sides A-B
<a href="#"><u>Registration</u></a>	

### **Secondary Mathematics**

This training will use strategies to align mathematics teaching practices to the shifts in Common Core State Standards. Additionally, participants will determine specific ways to accommodate students with disabilities without changing the standards or lowering expectations through targeted, developmentally-appropriate strategies that will provide key supports for students.



# LEA LOOK FORWARD

## **Division of Specialized Education (Continued)**

This training is for secondary (6-12) educators.

***Participants are expected to attend two half-day training sessions:***

February 25, 2014, 1:00pm-4:00pm and March 19, 2014, 1:00pm-4:00pm

<b>Presenter(s):</b>	OSSE
<b>Date(s):</b>	February 25, 2014 & March 19, 2014
<b>Time:</b>	1:00pm to 4:00pm
<b>Location:</b>	810 First Street, NE, 8th Floor, Room 806, Sides A-B
<a href="#"><u>Registration</u></a>	

**New: Nonviolent Crisis Intervention Training**

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.

<b>Presenter(s):</b>	OSSE
<b>Date(s):</b>	February 26, 2014
<b>Time:</b>	8:30 am to 3:30 pm
<b>Location:</b>	810 First Street, NE, 3rd Floor Grand Hall
<a href="#"><u>Registration</u></a>	



# LEA LOOK FORWARD

## Division of Specialized Education (Continued)

### **Reminder: Special Education Quality Review (SEQR) Tool Webinars**

The Special Education Quality Review (SEQR) Tool is a web-based self-assessment tool designed to assist schools, local education agencies (LEAs), and nonpublic schools in assessing the quality of school-level programming for students with disabilities.

The tool uses selected quality indicators to assess present practices and guides users to identify and plan for school level improvements that are aligned with special education best practices. To learn more about the tool and how it can contribute to improved special education practices at your LEA, register to participate in one of the following introductory webinars.

#### **Special Education Quality Review (SEQR) Tool:**

Date: **2/12/2014 (Final Notice)**

Time: 9:00am – 11:00am

[Register](#)

#### **Special Education Quality Review (SEQR) Tool for Nonpublic Programs:**

Date: **3/12/2014**

Time: 9:00am – 11:00am

[Register](#)

#### **Special Education Quality Review (SEQR) Tool for Nonpublic Programs:**

Date: **5/14/2014**

Time: 9:00am – 11:00am

[Register](#)

### **Reminder: Secondary Transition Modules**

OSSE's Division of Specialized Education is pleased to announce the 2013-2014 Secondary Transition Professional Development Training Series for District educators and administrators who desire to increase their capacity to support youth with disabilities in making the transition from high school to postsecondary education, employment, and independent living.

This year's training series allows educators the choice of participating in one to three interrelated training sessions based on their interests, level of experience, and needs. Upon completing training requirements participants will also have the opportunity to earn professional learning units. Please see the attached document for session descriptions and registration information.

If you have any questions regarding this training series, view the [Secondary Transition Modules site](#) or contact [Ms. Naté Dearden](#), Secondary Transition Specialist on **(202) 741-0267**.

#### **Targeting Specific Transition Aims: Employment and Post-Secondary Education**

Participants will integrate transition-specific experiences into students' secondary school programs over three (3) full-day sessions. Participants will develop and implement action plans that demonstrate evidence of integrating individualized transition-specific information and experiences into students' programs of study.



# LEA LOOK FORWARD

## Division of Specialized Education (Continued)

**Session 1: Using Career Cluster Information and Transition Curriculum for Improved Transition Outcomes** – In this session, participants will learn about career clusters and the importance of considering current labor market information during the employment planning process. Participants will also learn how to utilize employment-focused curricula to address students' annual goals.

**Session 2: Exploring Employment Preparation Options** – In this session, participants will learn about various types of employment preparation programs, including information on what local schools and districts are doing to prepare students for postsecondary employment. A panel of representatives from local post-secondary employment programs will conclude this session.

**Session 3: Exploring Post-Secondary Education Options** – In the final session of this series, participants will learn of the different types of post-secondary education and training opportunities available to students in the District of Columbia. A panel of representatives from post-secondary and training programs will conclude this session.

**Presenter(s):** Dr. Juliana Taymans, Dr. Pamela Leconte, Ms. Emily Lehman  
**Date(s):** **February 7, 21, & 28, 2014\***  
**Time:** 8:30am to 3:30pm  
**Location:** [Reg](#) 810 First Street, NE, Third Floor Grand Hall (**February 7 & 21**), and Eighth Floor Training Room (**February 28**)

[Registration](#) **\*Participants must attend all 3 sessions.**

### Developing Transition Planning Partners

Participants in this series will receive training on how to better integrate parents, students, and adult services into transition planning over two full-day sessions. Participants will develop and implement action plans in order to increase student, parent, and outside agency participation in transition planning and post-secondary services.

**Session 1: Facilitating Student Led IEPs and Parent Participation** – This session will focus on how to assist students in developing their IEPs and leading their IEP meetings. Participants will learn about the influential roles families play in facilitating successful student transitions and best practices for fostering collaborative and effective communication with families throughout the planning process. This session will conclude with a panel of individuals who have successfully facilitated and implemented student-led IEPs in the District of Columbia.

**Session 2: Developing Interagency Collaboration for Employment, Post-Secondary Education and Independent Living**- In the final session of this series, facilitators will share best practices for interagency collaboration. Participants will also learn about available independent living options for students with disabilities and how to prepare students for independent living. This session will conclude with a panel representing community agencies.





# LEA LOOK FORWARD

## **Division of Wellness & Nutrition (Continued)**

### **Reminder: DC Physical Activity for Youth Grant**

OSSE is pleased to announce that funds to increase the capacity of D.C. schools to provide physical activity to all students before, during, or after the school day will be available shortly.

Eligibility for application is open to D.C. public schools, D.C. public charter schools, and nonprofit organizations.

Request for Application Release Date is: **February 7, 2014**

Application Submission Deadline: **April 4, 2014**

Funds: Awards are available for up to **\$10,000**

Access and download more information on the [DC Physical Activity for Youth Grant](#)

For further questions please contact [Katie Lantuh](#) by email or call on **(202) 481-3401**

### **Final Notice: HealthierUS School Challenge Training, February 12**

Is your school interested in any of the following?

- Getting recognized nationally and earning monetary awards?
- Building school spirit and cooperation?
- Becoming leaders in efforts to end childhood obesity?

If you answered yes to any of these questions you should consider participating in The HealthierUS School Challenge! The HealthierUS School Challenge is a voluntary certification initiative that has recognized thousands of schools for their efforts in improving food and beverage offerings, teaching kids about nutritious food choices and being physically active, providing opportunities for physical activity, and having supportive school wellness policies.

We encourage you to attend this training on **Wednesday, February 12, 2014** from 9:00am - 2:00pm, to learn about this exciting opportunity and to get started with the application process. The training will be held at OSSE, 810 First Street, NE, Room 4002.

Additional details will follow as we approach the training date, but please register at [HealthierUS School Challenge Training](#) page since space is limited. If you have any questions, please contact [Blair Tucker-Gruchala](#).

For more information, the application, success stories, and other resources, please visit the [Team Nutrition website](#).







# LEA LOOK FORWARD

## Office of Data Management & Assessment

### **New: Roster Confirmation Reminder and Training Opportunities**

OSSE places high value on the involvement of teachers in verifying and confirming the accuracy of student rosters for the DC value-added model. Through the roster confirmation process, teachers have an opportunity to confirm which students they taught for a particular subject and for what percentage of instruction they were responsible.

*Upcoming Training:* BFK and OSSE will offer training on how to oversee and complete roster confirmation. LEA data managers and school administrators (i.e., principal, director) are strongly encouraged to attend. School support team members are also welcome. Each session will include an open lab offering hands-on assistance with the School Setup process.

These sessions will all be held at OSSE on Tuesday, February 18, and you can choose from one of the following times: 9–11 am, 12–2 pm, and 3–5 pm.

Please RSVP to attend of the training sessions [here](#). It is recommended that you attend one of the sessions at OSSE so that you can receive hands-on assistance, however if you are unable to attend, please plan to join a webinar on **Friday, February 21 at 1 pm**. RSVP [here](#).

For questions, please contact Jessica Enos, Director of Assessment on **(202) 535-2651**.

### **Final Notice: 2014 DC CAS Kickoff Webinar**

A 2014 DC CAS Kickoff Webinar will be held on:

Date: **February 10, 2014**

Time: **10:30am - 11:30am**.

This optional informational webinar is open to all.  
Target audience is **LEA Assessment Coordinators**.

### **[Registration](#)**

For questions and inquiries: please contact [Jessica Enos](#).

### **Reminder: 2014 ACCESS for ELLs Data Collection and Training**

It's time to start getting ready for the 2014 administration of the ACCESS for ELLs assessment! The ACCESS roster data collection will take place from February 14 to March 14. OSSE will hold two training sessions for this collection on Thursday, **February 13** from 10:00am - 11:00am and Friday, February 14 from 10:00am – 11:00am. The training session will cover updated process for verifying student rosters and ordering Pre-ID labels.

Please register for one of the sessions by clicking the link above and completing the registration form.

For questions please reach out to [Katie Williams](#) or call on (202) 550-4952.



# LEA LOOK FORWARD

## Office of Data Management & Assessment (Continued)

### Training Sessions

**Date:** Thursday, February 13, 2014

**Time:** 10:00am - 11:00am

[Registration](#)

**Date:** Friday, February 14, 2014

**Time:** 10:00am - 11:00am

[Registration](#)

### **Reminder: Automated Data Transfer (ADT) Page**

ADT resources are now available via the link below. Resources include webinar slides, data elements (in .xls format), technology requirements, FAQs, and schedules. Webinar recordings and training information will also be posted on the [ADT page](#). If you have any questions or feedback about the posted resources, please contact OSSE staff via [ADT.OSSE@dc.gov](mailto:ADT.OSSE@dc.gov)

### Updates to ADT Data Elements

OSSE will collect demographic and enrollment data from all LEAs via the ADT during SY14-15. A list of data elements was distributed to LEAs via email on December 6. Four minor updates were made to these elements, as follows:

**Element Name:** LEA ID, School ID, Attending School ID

**Data Collection:** Demographic and Enrollment

**Change:** Format is now 'Numeric Value', instead of a specific number of digits (previously listed as 3 or 4 digits only).

**Note:** 'Attending School ID' is collected only via the 'Enrollment' collection.

**Element Name:** School Type

**Data Collection:** Enrollment

**Change:** Added this optional data element to 'Enrollment' template. This data element comes from the EdFacts 'Directory' file.

Updates have been made to the [Statewide ADT Templates](#) posted on the [ADT page](#).

### **Update: 2014 DC CAS Training for Test Chairpersons and LEA Assessment Coordinators**

2014 DC CAS Training for Test Chairpersons and LEA Assessment Coordinators will take place Thursday, **February 27, 2014** and Friday, **February 28, 2014**.

All Test Chairpersons must attend one of the sessions.

[Registration](#)



# LEA LOOK FORWARD

## **Office of Data Management & Assessment (Continued)**

Sessions will be held at OSSE, 810 First Street, NE, on the 3<sup>rd</sup> Floor Grand Hall, and dates are as follows:

**Group:** DCPS DC CAS Experts  
**Date:** Thursday, February 27, 2014  
**Time:** 9:00am - 12:00pm

**Group:** DCPS DC CAS Beginners  
**Date:** Thursday, February 27,  
**Time:** 1:00pm - 5:00pm

**Group:** Charter DC CAS Experts  
**Date:** Friday, February 28,  
**Time:** 9:00am - 12:00pm

**Group:** Charter DC CAS Beginners  
**Date:** Friday, February 28,  
**Time:** 1:00pm-5:00pm

### **Reminder: Electronic Support Established for the ADT Initiative**

The email address [adt.osse@dc.gov](mailto:adt.osse@dc.gov) has been established to support the ADT initiative. OSSE staff members will consistently monitor this account to answer your questions about the ADT (Automated Data Transfer). Please direct your communications to this account regarding the ADT, and you will receive a prompt response. Specifically, contact this account with:

- Questions about how the ADT works
- The installation schedule
- The installation process
- ADT training and webinars
- Questions about technical requirements of the ADT
- Questions about the ADT website (to be established week of 12/16/13)
- Questions about ADT documents and resources (e.g. data elements)

Additionally, please look for direct emails regarding installation dates and updates to your installation schedule. **Staff members will use this email address to correspond directly with LEAs.**

We look forward to hearing from you!

Please contact [Sarah Sherman](#) with any questions specific to your LEA or other questions regarding the ADT effort.

### **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).



# LEA LOOK FORWARD

## **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<sup>®</sup> 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: Change in Demographic and Enrollment Data Collection for All Schools**

At the November 22 LEA Data Meeting, the following announcements were made regarding collection of your enrollment and demographic data:

- The Public Charter School Board's ProActive data system will ***no longer be able to accept demographic and enrollment data starting in SY2014-2015***. Instead, LEAs will send this data through a new OSSE app called the Automated Data Transfer (ADT). ***The ADT must be installed at your LEA by June 2014.***
- The ADT is a direct bridge from your student information system to OSSE. You will be able to send demographic and enrollment data to OSSE nightly to support SEDS and SLED starting in fall 2014.

***Please note this will be the only method for you to send enrollment and demographic data to OSSE;*** the PCSB will receive your data directly from OSSE. Each school has been assigned a set of dates for installation. The schedule was distributed at the November 22 data meeting and is provided below.

To support this effort:

1. Update your contact information with OSSE at [osse.leadata@dc.gov](mailto:osse.leadata@dc.gov). We will contact you directly with important dates and documentation regarding the ADT, and we will also update you via the LEA Look Forward. Data managers, registrars, IT staff, and any staff member who supports your enrollment and demographic data on a regular basis should be involved in the transition to ADT.
2. Attend upcoming OSSE webinars. OSSE will provide important information on ADT functionality and the logistics of installing ADT at your school via webinar. Dates, times, and links to registration are provided in the Look Forward.
3. Look for a memorandum of understanding to be emailed by the end of the calendar year; the MOU will explain this shift and has been written collaboratively by the PCSB and OSSE.
4. Look for a memorandum of understanding to be emailed by the end of the calendar year; the MOU will explain this shift and has been written collaboratively by the PCSB and OSSE.

Please contact [Sarah Sherman](#) with any questions specific to your LEA or other questions regarding the ADT effort.



# LEA LOOK FORWARD

## Office of Data Management & Assessment (Continued)

### Schedule for ADT Installation (per LEA):

	Initial Engagement (1 week)		Requirements Gathering (2 weeks)		Development (2 weeks)		Testing (2 weeks)		Training (1 week)	
	Start	Finish	Start	Finish	Start	Finish	Start	Finish	Start	Finish
Wave 1	11/18/13	11/22/13	12/02/13	12/13/13	12/16/13	12/31/13	01/06/14	01/17/14	01/20/14	01/24/14
Wave 2	01/27/14	01/31/14	02/03/14	02/14/13	02/17/14	02/28/14	03/03/14	03/14/14	03/17/14	03/21/14
Wave 3	03/24/14	03/28/14	03/31/14	04/11/14	04/14/14	04/25/14	04/28/14	05/09/14	05/12/14	05/16/14

Wave 0 LEA's	Wave 1 LEA's	Wave 2 LEA's	Wave 3 LEA's
Community Academy	Achievement Prep PCS	AppleTree Early Learning Center	BASIS
Excel Academy	Center City	Arts and Technology PCS	Community College Preparatory Academy PCS
Maya Angelou Academy	Cesar Chavez PCS	Booker T. Washington PCS	DC Bilingual
	DC Prep PCS	Bridges	Education Strengthens Families (Briya)
	EL Haynes PCS	Capital City	Hope Community Academy
	Friendship PCS	Carlos Rosario International PCS	Inspired Teaching Demonstration
	KIPP	Cedar Tree PCS	Latin American Montessori Bilingual PCS (LAMB)
	Perry Street Prep PCS	Creative Minds International PCS	LAYC Career Academy
	SEED	DC Scholars	Mary McLeod Bethune Day Academy
		Eagle Academy	Maya Angelou Young Adult Learning Center
		Early Childhood Academy	Meridian
		Elsie Whitlow Stokes Community Freedom PCS	Options
		Hospitality	Paul JHS
		Howard University Math & Science	Potomac Lighthouse
		Ideal Academy PCS	Richard Wright for Journalism and Media Arts
		Imagine Southeast	Roots
		Ingenuity Prep	Somerset
		Integrated Design Electronics Academy (IDEA)	St. Coletta Special Education PCS
		Mundo Verde	Tree of Life
		National Collegiate Preparatory	Two Rivers
		Sela	Washington Latin
		Shining Stars Montessori PCS	Washington Math Science Tech
		Sunshine Early Learning Center	Washington Yu Ying
		The Next Step PCS	YouthBuild
		Thurgood Marshall PCS	
		William E. Doar Jr	

November 19, 2013

### Reminder: Announcement! 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](#).





# LEA LOOK FORWARD

## 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, please contact [Richard K. Rowley](#) 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.

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.



## District of Columbia State Athletic Association (DCSAA)

### Reminder: Scholar Athlete Scholarship Program Available

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.



# LEA LOOK FORWARD

## District of Columbia State Athletic Association (Continued)

Scholarship winners will be notified by **April 18, 2014** and posted on the DCSAA website by **April 25, 2014**.

Completed applications and supporting documents must be submitted in person or received via U.S. mail, no later than 4:00pm on **March 28, 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

### **New: DCSAA Upcoming Events Schedule**

DC State Indoor Track and Field Meet - Prince George's County Sports and Learning Complex

Date: **Tuesday February 11, 2014**

Time: **10:00am–5:00pm**

DC State Boys and Girls Basketball Tournament - Venue TBD

Date: **Thursday February 27, 2014**

Time: **6:00pm - 8:00pm**

Date: **Friday, February 28, 2014**

Time: **7:00pm - 9:00pm**

DC State Cheerleading Competition – Venue TBD

Date: **Saturday March 1, 2014**

Time: **10:00am - 3:00pm**

DC State Boys and Girls Basketball Tournament (Semi Finals) – Venue TBD

Date: **Sunday March 2, 2014**

Time: **1:00pm-3:00pm**

DC State Boys and Girls Basketball Finals – Verizon Center

Date: **Thursday, March 6, 2014**

Time: **6:00pm-10:00pm**

For complete schedule of all games visit the [DCSAA Calendar](#) webpage.

(You can also import/merger the DCSAA Calendar into your Outlook Calendar.)





# LEA LOOK FORWARD

## General Announcement

### **Reminder: Seeking National Tournament of Academic Excellence (NTAE) State Teams**

The National Tournament of Academic Excellence (NTAE), formerly known as the Panasonic Academic Challenge, is seeking teams from each state for its annual academic national high school competition. The tournament will be held at the Convention Center of Walt Disney World's Contemporary Resort in Lake Buena Vista, Florida on **June 14 – 17, 2014**.

The NTAE showcases the excellence of the U.S. educational system and rewards individual scholastic achievement of student participants. The tournament hosts teams from many states, as well as teams from the District of Columbia, Guam and the U.S. Virgin Islands. This is a highly academic national high school competition modeled after Florida's statewide tournament, and will be hosted by the State of Florida.

Each team consists of six students (four players and two alternates) and one coach. Students enrolled in grades 9-12 during the school year are eligible. As many as six teams may compete against each other in one competition. This is not a quick response, trivial pursuit contest. Instead, it is a slower-paced tournament in which players are asked questions from the areas of mathematics, science, language arts, social studies, the fine arts, world languages (French and Spanish) and technology. The questions are written by educators from high schools and colleges throughout the nation.

Interested? If so, please submit your team's information (full name, grade, student or teacher/coach, contact information) by **February 21, 2014** to [ayan.islam@dc.gov](mailto:ayan.islam@dc.gov).

Information on grant funding, provided by the Florida Education Department and other sources to help offset participation costs, will be sent as soon as it becomes available.

Access and download information about the [National Tournament of Academic Excellence \(NTAE\)](#) competition here.

### **Reminder: Student Hearing Office (SHO) Appoints New Chief hearing Officer**

OSSE Student Hearing Office (SHO) is pleased to announce Virginia Dietrich, Esq. as the new Chief Hearing Officer. Since 2008, Dietrich has served as an impartial hearing officer in the Student Hearing Office, which is responsible for the administration of the state dispute resolution system for all special education disputes in the District of Columbia.

A retired Navy commander ('97), Ms. Dietrich has been committed to the practice of law in the District of Columbia for twenty-two years and has had a long and distinguished legal career. Prior to becoming a full-time impartial hearing officer, Ms. Dietrich worked as a solo practitioner handling thousands of cases, to include child neglect and abuse, indigent criminal defense, juvenile delinquency, immigration, and served as a guardian of persons and conservator of financial estates in the Superior Court of the District of Columbia. During her years of legal practice, Ms. Dietrich has successfully tried and settled thousands of cases.





# LEA LOOK FORWARD

## **General Announcements (Continued)**

Ms. Dietrich is a former president (2007-2010) and secretary (2003-2007) of the Board of Directors for the Ionia R. Whipper Home, Inc. (IWH), a comprehensive, residential program that uses a holistic approach for treating abused girls ages 12 through 21. An active member of the National Bar Association and a member of the D.C. Bar, Ms. Dietrich received her law degree from Georgetown University Law Center and bachelor's degree from Smith College.

For more information about the Student Hearing Office, [visit their page](#), email the [Hearing Office](#) or call on **(202) 698-3819** for any questions or inquiries.

### **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 on **(202) 727-1614**.

### **New: Grant Opportunities and Programs**

#### **Hilton Teacher Treks Program**

Program Dates: **Summer 2014**

Application Deadline: **February 26, 2014**

Sponsored by Hilton Worldwide and administered by IIE, the Hilton Teacher Treks Program allows US K-12 teachers to go abroad for 2-3 weeks to travel, explore and experience culture worldwide. The program has two tracks.







# LEA LOOK FORWARD

## **General Announcements (Continued)**

Only applicants who have never lived in Japan or participated in a similar study tour will be considered. The ten-day itinerary includes time in Tokyo, tours of major businesses and industrial facilities; meetings with business leaders, government officials, educators, and students; and a home stay with a Japanese family. Fellowship recipients are required to develop a curriculum or educational project, and to disseminate information about the visit in their local communities.

For further information and to apply, go to [NAJAS: Keizai Koho Center Teacher Fellowship to Japan](#) site  
**Questions?** Contact [kkcfellowship@us-japan.org](mailto:kkcfellowship@us-japan.org) or Katsuko Shellhammer at (412)433-5010.

## **2014 APSA China Scholars Program (Final Notice)**

Program Dates: **Summer 2014 (dates TBD)**

Application Deadline: **February 16, 2014**

Americans Promoting Study Abroad (APSA) announces its 2014 China Scholars Program - a free, intensive six-week summer program of Chinese language and culture study in Beijing, China for eligible DC high school students. This will be the seventh year of DC student participation in this popular program, managed locally by CGEL. The APSA China Scholars Program includes field trips, community service, and exposure to international careers.

*Students must have completed at least one year of Chinese language learning prior to the program, must be US citizens in good health, and must commit to continuing Chinese in SY2014-15, as well as participating in all pre-travel and follow-up local activities. The program is fully funded; students are responsible for passport fees, as well as personal expenses. The application must be completed online.*

For more information and to apply online, go to the [2014 APSA China Scholars Program](#) site. You can also contact your Chinese teacher or email [sally@dc-cgel.org](mailto:sally@dc-cgel.org) or (202) 251-1692 if you have additional questions.

## **Global Citizen Year**

Program Dates: **2014-15 School Year (this is a "Bridge" or Gap Year Program)**

Regular Application Deadline: **March 13, 2014**

Global Citizen Year (GCY) is a unique global bridge (gap) year program (for the year between high school and college) designed to unleash the potential of the next generation of young Americans as authentic leaders and effective agents of change. GCY is currently recruiting high potential graduating seniors to participate in their 2014-15 program of leadership training, language immersion, and deep global learning experiences. The 10-month program begins in fall 2014 with a training program in California, followed by an in-country orientation, ongoing language training, and six months living with a family and serving an apprenticeship in a community in Ecuador, Senegal, or Brazil, followed by a capstone experience in the student's home community. GCY provides generous, need-based scholarships.

For more information and to apply, go to the [Global Citizen Year](#) site or contact Sally at [sally@dc-cgel.org](mailto:sally@dc-cgel.org).

