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Friday, June 21, 2013

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Action Item Calendar

- Tuesday (June 25):** [EIS data](#) report due
Tuesday (June 25): [Final Title I](#) eRIDE report due
Tuesday (June 25): [Final homeless](#) data due
Tuesday (June 25): Principal [roster-verification](#) deadline
July 1: [Evaluation](#) surveys due
July 15: [Housing-aid reimbursement](#) forms due
July 15: Restraint data due (see [below](#))
July 19: Upload reports for submission (see [below](#))
July 29: Submit enroll., attend., susp., TCS reports (see [below](#))
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Notes from Commissioner Gist

1. Commissioner promotes summer learning opportunities

On Wednesday, I began my annual “Summer Learning Tour” with a visit to the Kent County branch of the YMCA of Greater Providence, where I joined some children participating in an

afterschool and summer nature camp. Each year in June, I use this opportunity to send a message to all families that “learning doesn’t take a vacation.” Across the state, many schools, programs, organizations, and camps offer students and their families excellent opportunities to have fun and to learn throughout the summer months. When children are involved in fun and productive activities throughout the summer, they’re better able to retain what they’ve learned and to perform well in school in the fall.

We have posted on the home page of our website (under “In the Spotlight”) our annual updated list of links to and contacts for programs and organizations in Rhode Island that have summer learning opportunities for children and families at little or no cost: Summer Learning in Rhode Island – 2013. I hope you will feel free to share this list with people in your community – and let’s hope that all of our students enjoy a great summer full of fun and exciting learning experiences.

Also, if any of your schools would like join in on our Summer Reading Challenge – Dive Into a Book – we’re still taking sign-ups. In the fall, I will skydive with the principal (or another adult volunteer) from every school in the challenge in which all students meet their summer-reading goals. E-mail Dana Wilson, at dana.wilson@ride.ri.gov, if one of your schools would like to participate.

2. July 2 set as release date for 2013 School Classifications

I am pleased to let you know that we have set Tuesday, July 2, at 10 a.m., as the release time and date for the 2013 School Classifications. I am sorry for the delay in this announcement.

As I noted to you in last week's Field Memo, our Accountability and Classification System enables us to:

- focus on achievement gaps;
- diagnose school performance by identifying specific shortcomings and achievements at each school;
- provide each school with the specific support or intervention needed to improve student achievement and to close achievement gaps; and
- provide these schools with the ability to select interventions that respond to their context and their needs.

Our goal is to use the information we derive from our Accountability System to keep the public informed about our progress and to continue accelerating all schools toward greatness.

Please honor our embargo date and hold off on any announcement regarding the classifications of your schools until July 2 at 10 a.m.

From RIDE

Health and wellness:

3. Forms for student health and dental cards available online

For the coming school year (2013-14), student health and dental (green & yellow) cards will be available online to download for LEA printing. As an optional version to the printable student health card, the student health card will also be available as a fillable form. Health and dental card files, along with printing instructions, are now available, at:

www.thriveri.org/documents/StudentHealthandDentalCards_INSTRUCTIONS.pdf

and

www.thriveri.org/documents/StudentHealthCard_Fillable_INSTRUCTIONS.pdf.

Data collection:

4. Restraint data must be reported to RIDE by July 15 – *Action Item*

The Rhode Island Physical Restraint Regulations require all public-education programs to report incidents of physical restraint to RIDE on an annual basis. LEAs must report the number of restraint incidents and the number of students involved in physical restraint in each school during the current school year (2012-13). A detailed incident report must be kept on file in your office, and parents should be informed as soon as possible (no later than two school days) regarding every incident of restraint involving their child.

Please submit data for your schools by **July 15**, by logging into eRIDE and clicking on Physical Restraint Data Collection.

In addition to reporting data, you must answer two questions regarding whether training was provided for all staff members within the first month of school (within the first month of employment for new staff members) and if advanced training was provided for staff members identified to serve as a schoolwide resource.

If an eride account is needed, please contact the Data Manager in your LEA. For technical support, please contact the RIDE Helpdesk: 222-8400 or helpdesk@ride.ri.gov. For inquiries regarding restraint data, please contact Alice Woods: 222-8983 or alice.woods@ride.ri.gov.

5. Enrollment, attendance, discipline, TCS reports must be uploaded by July 19, submitted July 29 – *Action Item*

We appreciate all the efforts you have made - and are making - to provide accurate and timely data to RIDE. As in the past, RIDE collects critical data throughout the year. Student and staff information collected are generally used to measure student, teacher, school, and district performance; to inform management, budget, and policy decisions; and to comply with state and federal reporting mandates.

To ensure the accuracy and timeliness of reporting, please designate the following responsibilities to your key staff members and make sure each of the following is completed by the deadline dates:

- Student enrollment, attendance, discipline, and Teacher-Course-Student (TCS) files must be uploaded by 4 p.m. on Friday, **July 19**. Duplicates and demographic differences must be resolved.
- To access Superintendent Guidance for Year-End Reports, you should follow this link:

<http://www.ride.ri.gov/Data-Collection-Specifications>.

The following eleven reports must be reviewed, signed, and scanned to RIDE by 4 p.m. on Monday, **July 29**:

- Submission Report
- Absence Unexcused
- Absence Excused
- Absenteeism
- ADA – State-Calculated
- ADM – State-Calculated
- Early Dismissal
- Suspensions Report - Total
- Suspensions Report - Unique
- Tardy
- Truancy

Your data are to be submitted for your district and schools through the RIDE Information Services Portal on our website, at:

<http://www.eride.ri.gov/>.

Please review the state-calculated reports and compare them with the LEA-calculated reports before signing off on the membership reports. By signing off on these reports, you are certifying that the data are accurate. There will not be any extensions for these deadlines.

English Learners:

6. RIDE to send Title III Annual Measurable Achievement Objectives (AMAOs) for English Learners reports next week

Title III of NCLB provides funding for supplemental educational services for English Language Learners (ELLs). Title III subgrantees are held accountable for three Annual Measurable Achievement Objectives (AMAOs), defined by Title III of NCLB as:

- achieving annual increases in the number or percentage of children making progress in learning English (AMAO 1);
- achieving annual increases in the number or percentage of children attaining English proficiency by the end of each school year, as determined by a valid and reliable assessment of English proficiency (AMAO 2); and
- making adequate yearly progress for limited English proficient children (AMAO 3).

Only those LEAs or consortia of LEAs that received Title III funds for the current school year will receive a report. The 2012-13 AMAO report outlines how Rhode Island calculates these AMAOs, and the report presents LEAs or consortia with their results, Title III accountability status, and the number of years of failure to meet AMAOs (if applicable).

A hard copy of the reports will be mailed to superintendents in Title III LEAs or consortia, and an electronic copy will later be forwarded to LEA ELL administrators or coordinators.

If you have any questions about this matter, please contact Bob Measel, at robert.measel@ride.ri.gov or 222-8480.

Educator Excellence:

7. RIDE to hold meeting on Wednesday for potential candidates for National Board certification

RIDE will be conducting a meeting for all National Board certification candidates considering entering the process for the coming (2013-14) school year on **Wednesday** (June 26) at RIDE, 255 Westminster St./80 Washington St., Providence, in Room 242, from 4 – 6 p.m.

The purpose of this meeting is to provide an overview of the National Board assessment process, to answer any questions individuals might have, and, most important, to provide suggestions as to what candidates can do over the summer months to begin the process and get a head start for the fall.

Please share this information with your staff and colleagues who might be interested in pursuing National Board certification. Please direct any questions about National Board certification to Mary Keenan, at Mary.Keenan@ride.ri.gov.

Technology:

8. RIDE invites proposals for presentations at 2013 Innovation Powered by Technology Conference

RIDE is looking to accelerate the implementation of high-quality blended and digital learning by cultivating the quality already created in Rhode Island. Educators, school leaders, policy-makers, and technology coordinators are all encouraged to share implementation strategies, best practices, and lessons learned at our 2013 Innovation Powered by Technology Conference, on October 5.

[Presentation proposals](#) will be accepted until the close of business on **July 26**.

Read more about the [Innovation Powered by Technology Conference](#) on our website.

Webinars and training:

9. Webinars to be held Wednesday for Year 2 Data Use Professional Development participants

Year 2 Data Use Professional Development participants for the coming school year (2013-14) are encouraged to join a 30-minute webinar on **Wednesday** (June 26). Separate webinars for both School Data Leadership Team members and District Data Liaisons will provide a brief overview of the training and expectations for the 3-day initial training, describe roles and responsibilities of team members, and answer questions participants may have about the professional-development series.

Please follow the links below to sign up for the appropriate offering:

District Data Liaison – **Wednesday** (June 26) – 9- 9:30 a.m.
<https://www3.gotomeeting.com/register/401691558>

School Data Leadership Team – **Wednesday** (June 26) – 3 - 3:30 p.m.
<https://www3.gotomeeting.com/register/603680294>

If you are unable to join, please be advised that we will post the recorded webinars on our website, at:

<http://www.ride.ri.gov/Data-Use-PD>.

Diploma System:

10. Schedule released for third NECAP test administration for Class of 2014

The third NECAP test administration (Spring 2014) will be *only* for students in the Class of 2014 who attained a Level 1 (Substantially Below Proficient) on their 11th-grade (October 2012) NECAP mathematics or reading tests *and* who did not attain the required [improvement score](#) on the second administration, in the fall of their senior year (2013).

The dates for the third administration of NECAP assessments for the Class of 2014 will be:

Saturday, March 1, 2014 Mathematics
Wednesday, March 5, 2014 Reading

We will also set a date for a make-up session, in case there are weather issues or to meet the needs of students who miss one of the administrations for other reasons. Specific locations are yet to be determined but will include regional testing locations across the state. RIDE is seeking school locations that will accommodate the number of students who will need to retest. If you would like to volunteer your building as a regional testing location, please contact Cali Cornell, at cali.cornell@ride.ri.gov.

11. Schools accepted into the Strengthening Proficiency-Based Graduation Assessment Institute

RIDE would like to congratulate the following schools for being accepted to the Strengthening Proficiency-Based Graduation Institute for the coming school year (2013-14):

- Central Falls High School
- Mount Hope High School, Bristol Warren
- Chariho High School
- Coventry Middle School
- Coventry High School
- North Kingstown High School
- North Providence High School
- Pilgrim High School, Warwick
- Gorton Middle School, Warwick
- Winman Middle School, Warwick
- Westerly Middle School
- Westerly High School
- Woonsocket High School
- Rhode Island School for the Deaf
- Anchor Learning Academy
- The Greene School
- Rhode Island Nurses Middle College Institute

The selected schools will work with RIDE and the [Center for Collaborative Education](#) (Quality Performance Assessments) to develop a rigorous and high-quality performance-assessment system aligned to the Common Core Standards.

RIDE thanks the Rhode Island Foundation and the Nellie Mae Education Foundation for their generous support of this project.

If you need assistance or require additional information about the reporting requirements, please do not hesitate to contact the RIDE Help Desk, at helpdesk@ride.ri.gov or 222-8400.

Data and reports:

12. RIDE posts tools, resources on Rhode Island Growth Model

The RIDE website features an expanding set of resources and tools to help educators and parents understand how the various components of the Rhode Island Growth Model are calculated, some of the useful features of the Model, and how it can be used in the future. Current offerings include:

- a four-part series of recorded webinars to help educators understand how student growth is calculated, represented, and used in the evaluation process;
- a Growth Model Visualization tool that allows educators, parents, students, and policy-makers to view district- and school-level data for all Rhode Island public schools, including a private version (for educator use only) and a public version (for general use);
- A ready-to-print brochure about the use and purpose of the Rhode Island Growth Model;
- A PowerPoint and webinar overview of the Rhode Island Model; and
- Answers to frequently asked questions about the Rhode Island Growth Model, including a glossary of terms that every evaluator and educator should understand.

These online resources will be expanding in the weeks and months ahead – so check back often, at:

www.ride.ri.gov/RIGM.

Educator Evaluations:

13. RIDE posts new materials on Rhode Island Model evaluations

New Addenda to the *Rhode Island Model Edition II Guidebooks* for teachers and building administrators are now available as PDF documents on the RIDE website. The purposes of the Addenda are to describe the changes to the Rhode Island Model and to clarify guidance on Student Learning Objectives. The Addenda are designed to be companion documents to the *Edition II Guidebooks* released last year. Together, the Addenda and the *Edition II Guidebooks* describe the expectations, requirements, and timelines for the Rhode Island Model. RIDE will also deliver hard copies of the Addenda to participating LEAs over the summer.

Next week, RIDE will be posting *Edition I of the Rhode Island Model Support Professionals Evaluation and Support System Guidebook* and an updated *Measures of Student Learning* guide for non-Rhode Island Model LEAs.

We are excited to share these new resources with the field, and we would like to thank all of the Rhode Island educators who shared feedback on the teacher and building-administrator models and who helped design the new support professionals' model. We remain committed to continuous improvement to all aspects of educator evaluation, and we hope you find these new resources helpful.

To download the new Addenda and Guidebook, please go the RIDE website, at:

<http://www.ride.ri.gov/TeachersAdministrators/EducatorEvaluation/RIModelGuidebooksForms.aspx>.

14. RIDE asks LEAs to confirm intent to use EPSS for evaluations during the coming school year, posts document on EPSS

LEAs should notify RIDE by **July 8** if they intend to use the Educator Performance Support System (EPSS) for educator evaluations in the coming school year (2013-14). You can notify RIDE by e-mail, to Greg.Stewart@ride.ri.gov.

As a reminder, all LEAs are required to use some features of the EPSS (e.g., Roster Verification and viewing teacher growth scores). LEAs that are undecided about using the EPSS in the coming school year and would like additional information may contact Sandra.Forand@ride.ri.gov.

RIDE has also created a one-page document that highlights the improvements to the EPSS for the coming school year. To download the EPSS Improvements document, please go to the RIDE website, at:

<http://www.ride.ri.gov/TeachersAdministrators/EducatorEvaluation/EducatorPerformanceandSupportSystemEPSS.aspx>.

While LEAs can make the decision to use EPSS at any time, evaluation forms will not be available in the system until after they confirm with RIDE regarding use of the EPSS. Beginning in August, the 2013-14 evaluation forms will be rolled out in the EPSS to LEAs that have already confirmed their intent to use the EPSS for evaluation.

To help LEAs better understand how to close out the 2012-13 educator-evaluation cycle and transition to the 2013-14 cycle,

RIDE has developed a two-page guidance document that includes directions and key dates. Educators can access the EPSS School Year Closeout and 2013-14 Transition document on the RIDE website, at:

http://www.ride.ri.gov/Portals/0/Uploads/Documents/Teachers-and-Administrators-Excellent-Educators/Educator-Evaluation/EdEval-Training-and-Resources/EPSS_Closeout-Turnover_Communication.pdf

From the U.S. Department of Education

15. Guidance issued, training and webinars offered on school safety

A new [White House report](#) details the completion of or significant progress on 21 of 23 executive actions President Obama laid out in January to help reduce gun violence and the continuing work toward completing all 23. As part of this progress, the Departments of Education, Health and Human Services, Homeland Security (led by FEMA), and Justice (led by the FBI) jointly released guidance to [schools](#) on how to work with first responders and other community partners to plan and prepare for emergencies, such as active-shooter situations, tornadoes, and earthquakes ([fact sheet](#)). Moreover, Homeland Security and Justice have expanded access to training on active-shooter situations for law enforcement, first responders, and school officials with further outreach, new online resources, and improved training curricula ([fact sheet](#)).

Also, on both **Thursday** (June 27) and Friday, June 28, the U.S. Department of Education Office of Safe and Healthy Students and

its Readiness and Emergency Management for Schools Technical Assistance Center will host separate 90-minute webinars giving an overview of [guides on developing high-quality emergency operations plans](#) for schools and institutions of higher education. These webinars are first-come, first-served. Individuals are strongly encouraged to pre-register [here](#).

From other organizations

RIDE will post this field memo on Tuesday, at:

<http://www.ride.ri.gov/InsideRIDE/CommissionerDeborahAGist/FieldMemos.aspx>