



March Dates

Wed., March 10, 9:00-3:00
Social/Emotional Learning:
Planning for Implementation
and Support at AED

Tuesday, March 16, 4:00-7:00
Literacy Symposium and
Sharefair
F&G Pine Restaurant

Fri.-Sat. March 19-20
Improving Student
Achievement
Tarrytown House

Tuesday, March 23, 4:00-5:30
Planning for Rigorous
Instruction at MS 256

Wed., March 24, 9:00-12:00
Network Meeting at MS 381

April

Wed., April 7, 9:00-12:00
AP CFG

Wed., April 14, 4:00-5:30
Intervention Strategies for
Struggling Readers at MS 244

Thurs, April 22, 8:30-3:00
Differentiating Instruction
Across the Content Areas
AED

AED
100 Fifth Ave.
New York, NY 10011
Phone: 212-367-4594
E-mail: info@middlestart.org

www.middlestart.org

Dear Colleagues,

I want to congratulate Ingrid Thomas-Clark on behalf of the entire AED family on being appointed Principal of Science and Medicine Middle School. This is a much deserved acknowledgment for her vision and tireless effort over the past 24 months to bring a new, exceptional middle school option to the children and families of Brooklyn.

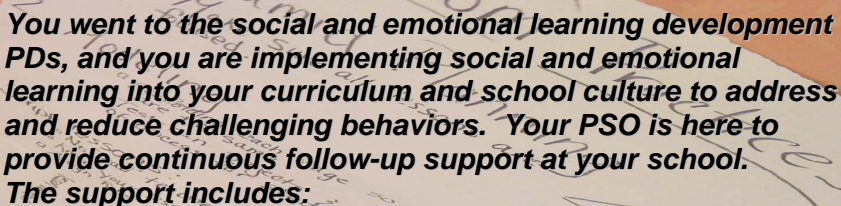
We recognize that the next several months are exceedingly busy. Please review the AED support calendar for March and April and let us know where you need additional support.

Of particular note is the Social and Emotional Learning workshop at AED on March 10. This is opportunity for school-based teams to deepen their understanding of SEL and work collaboratively to design and plan SEL supports and staff professional development for the spring and summer and define implementation plans for the 2010-2011 school year.

Please mark March 24th on your calendar for our next Principal s Meeting from 9-12. Among other agenda items we will be sharing the second semester ISIS data reports, discussing the AED Youth Conference, and meeting the AED CFN Team.

In Partnership,

Calvin and the AED PSO Team



You went to the social and emotional learning development PDs, and you are implementing social and emotional learning into your curriculum and school culture to address and reduce challenging behaviors. Your PSO is here to provide continuous follow-up support at your school. The support includes:

- AED-led planning and development workshops such as the one on March 10 at the AED office
- Book study groups with *Lost At School* by Ross Green, the developer of the Collaborative Problem-Solving model,
- On-site CPS coaching
- Feedback and guided discussions of school-based social and emotional learning meetings,
- Direct support in the spring with Ross Green-led workshops, and
- An assortment of virtual and in-school hands-on sessions

Calvin, Risa, and Sara are providing these supports at network schools. Please contact Sara Panag at spanag@gmail.com to engage these CPS supports at your school.



AED PSO Support Services – March 2010

Teaching Higher Order Thinking Skills in Literacy: A Workshop with Laura Rigolosi

Thursday, March 4

MS 390 (1930 Andrews Ave., Bronx, NY 10453)

Social/Emotional Learning: Planning for Implementation and Support

Wednesday, March 10, 9:00-3:00

AED (100 5th Ave. at 15th St., 8th Floor, NYC)

Literacy Symposium and Sharefair

Tuesday, March 16, 4:00-7:00

Francisco & Giovanni Pine Restaurant (1913 Bronxdale Ave., Bronx, NY 10462)

Improving Student Achievement through Teacher Observation and Feedback

Tuesday, March 19 and 20, 9:00-3:00

Tarrytown House (49 E. Sunnyside Lane, Tarrytown, NY 10591, www.tarrytownhouseestate.com)

Planning for Rigorous Instruction: Lesson and Unit Planning for New Teachers

Thursday, March 23, 4:00-5:30

MS 256 (154 West 93rd Street, New York, NY 10025, tel. 212-222-2857)

Network Meeting

Wednesday, March 24, 9:00-12:00

MS 381 (240 East 109th Street, New York, NY 10029, tel. 212-289-4204)

***** April 2010 *****

AP Critical Friends Group

Wednesday, April 7, 9:00-12:00

AED (100 5th Ave. at 15th St., 8th Floor, NYC)

Intervention Strategies for Struggling Readers

Wednesday, April 14, 4:00-5:30

MS 244 (120 West 231st St., Bronx, NY 10463)

Math in the Middle: Network Meeting

Thursday, April 15, 3:15-4:30

Cypress Hills Community School (350 Linwood St., Brooklyn)

Differentiating Instruction Across the Content Areas

Thursday, April 22, 8:30-3:00

AED (100 5th Ave. at 15th St., 8th Floor, NYC)

**** Coming this spring ****

Youth Conference in Washington, DC



Please register the participants you will be sending to each workshop with Aurelia Enache at: aenache@aed.org
Questions? Call 212.367.4575

Reminders

Updates on Periodic Assessments

March 8-26

Visit the [Periodic Assessment team's Web site](#) for the latest updates on Periodic Assessments and links to [free professional development opportunities](#). Here's what's important this week:

- Important information about the Acuity [HS ITA 2 administration](#) (**February 26–March 9**) is available on the [Periodic Assessment Web site](#); contact the [NYC Acuity Helpdesk](#) (866-692-6550) for additional materials or support with the administration.
- [Grade 3-8 ITA 2/Grade 8 Integrated Algebra Regents Year Predictive administration](#) (**March 8–19**) information is available on the [Periodic Assessment Web site](#); materials will arrive by March 4.
- The [ELL Spring administration](#) (**March 8–26**) memo is available on the Periodic Assessment Web site; materials will arrive by March 5. If your school did not opt-in but you would like to administer these assessments, please contact the Assessment Implementation Director at your borough ISC.
- For Grade 3-8 Predictive [post-administration activities and information](#) please visit the PA Web site; professional development around the use of this data is available through the [Periodic Assessment Community](#) in ARIS connect.
- PSAT Item and Skill Matrix reports and school Summary reports are available in every high school's private community in ARIS. Training materials to help schools examine the new reporting and help determine instructional next steps can be found in the [Periodic Assessment Community](#) in ARIS.

Afternoon Parent-Teacher Conferences Rescheduled

March 23

Due to the cancellation of the citywide afternoon parent-teacher conferences in intermediate and junior high schools on February 25, the conferences have been re-scheduled for **March 23**. The revised calendar is available at <http://schools.nyc.gov/Calendar>. If you have questions please e-mail calendars@schools.nyc.gov.

Annual Inventory Reminder

April 15

All schools and sites should perform their annual

physical inventories of all equipment, textbooks, computer software and educational and administrative supplies stored in large quantities and update their inventory records by **April 15**. You may also discard or transfer to another DOE site or outside entity obsolete equipment at this time.

You should also electronically forward a signed "Annual Inventory Statement" (refer to Exhibit A, Section 5.1 in the SOP chapter on "Inventory") in FAMIS within 30 days of the completion of the inventory. Details regarding the actual inventory count, the electronic forwarding of the "Annual Inventory Statement," and the electronic completion of the "Disposition of Obsolete Equipment Form" may be found in the [Standard Operating Procedures \(SOP\) chapter on Inventory](#) (dated January 2006). Please direct any questions regarding the Annual Inventory and the Disposition of Obsolete Equipment to your ISC/CFN.

Accountability Data Verification Timeline and Supports

Because Schools that start data verification early can improve accountability and data accuracy and significantly reduce the amount of time principals spend on verification. To support early verification, additional resources are available.

- **Start Data Verification Now:** REMS and RHSV reports are now available in ATS, and change request forms are available in your school's private community in ARIS. You can use REMS and RHSV to review your school's accountability data, and you can use change request forms to request changes to NYSESLAT, NYSAA, and RCT eligibility. For directions on accessing and using these reports, see the [quick start guide](#). The last date to submit change request forms is July 2, 2010.
- **2009–2010 Accountability Data Verification Timeline:** The [2009-2010 Accountability Data Verification Timeline](#) includes suggested early verification windows to help you plan for advance verification work, as well as final deadlines for this year's City and State accountability data verification.

If you have questions about the accountability rules or data verification processes, please contact (212) 374-5765 or nySTARTsupport@schools.nyc.gov.

Apply for Budget Surplus Rollover Program March 5

Schools with surpluses in select tax levy allocation categories will have the opportunity to transfer these surpluses into their budget for the 2010-2011 school year. You can apply for the program from now through 2:30 p.m. on **March 5**. Financial criteria for participation are similar to prior years. Please read more about the application process and selection criteria in the [program guidelines](#). Participating principals can now schedule these funds in the surplus rollover set aside title in the OTPS section of their Galaxy table of organization (TO).

Surplus funds will be removed from the 2009-2010 budgets of participating schools on **March 8**. The surplus rollover title and items associated with it will also be deleted. You will be able to view your own school's specific pass/fail criteria on the "[My Budget](#)" page in the [Principals' Portal](#) beginning February 11. The online criteria will be updated according to the calendar in the guideline memo. If you have any questions regarding your school's standing in respect to the program criteria, or questions about eligibility, contact your ISC/CFN.

Distribute ARIS Parent Link Login Materials March 8-12

During the week of **March 8**, principals and ARIS Parent Link administrators will receive customized ARIS Parent Link username and password letters to distribute to each family that has not yet logged into ARIS Parent Link. Please distribute the letters before spring break. For more information about the login materials and strategies for increasing ARIS Parent Link adoption at your school, click [here](#). If you have any questions, please e-mail arisparentlink@schools.nyc.gov or call 212-374-6646.

School Leadership Team Trainings March 8-18

The Office for Family Engagement and Advocacy will offer borough-wide, two hour trainings for School Leadership Teams in March.

Bronx	March 8, 5:00-7:00
Brooklyn	March 9, 5:00-7:00
Manhattan	March 16, 5:00-7:00

The sessions will cover CEP and data; working through CEP and budget alignment; and consensus/"no-fault" decision-making. We recommend that teams attend trainings together;

however, individual members are welcome to attend. If SLT members choose to attend, this training will serve to satisfy the training session required for remuneration.

Please advise members to register for the training [online](#). If you know of a team member who is interested in attending training and will require interpretation services, or if you are having trouble registering and need to speak to someone, please call 212-374-4118.instructional efforts. During this week, you will have the opportunities to highlight and build upon ongoing diversity programs and curriculum-based instruction, and to embark.

Fiscal Year 2010 Year End Close Calendar March 19, 26

The [Fiscal Year 2010 Year End Close Calendar](#) contains important financial deadlines for the rest of the fiscal year. Upcoming important deadlines include: last day for budget modifications (**March 19**) and last day to place orders for furniture, computer and computer security devices (**March 26**). View the [calendar](#) to see other upcoming deadlines.

held later in the school year to showcase outstanding school programs.

If you have questions regarding Respect For All Week, please contact your network leader or Connie Cuttle at 212-374-6834 or Ccuttle@schools.nyc.gov.

From Kim Outerbridge . . .

Please update your inquiry spaces as the work progresses with your team(s).