

## May Dates

**May 12-14**ELA & Mathematics  
FieldTests: Grades 3-8**Tue., May 18, 4:30-5:30**The Young Adolescent Brain  
at MS 22**Thu, May 20, 9:00-3:00**Literacy Lesson Study @  
MS 390**Thu, May 20, 3:30-5:00**Science Test Prep Grades 7-8  
@ MS 256**Mon., May 24, 8:30-3:30**Improving Student  
Achievement (Through Teacher  
Observation & Feedback ) Day 3  
@ Lighthouse International**Wed., May 26, 12:00-4:00**

Network Meeting at MS 22

## June

**Thu, June 3, 6:30-8:30**Youth Create Media Project:  
Final Screenings @ New  
School Lang Center**Thu, June 10, 4:00-7:00**Literacy Symposium &  
Sharefair @ F&G Pine Rest.**Monday, June 21, 2:00-5:00**CARE Program for Teachers:  
Introductory Workshop @  
MS 22

### AED

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## Dear Principals,

Congratulations to you and your school communities on completing the ELA and Math tests. AED recognizes the tremendous effort that has gone into preparing all of your students to succeed on these assessments. We look forward to working with you and your teams once the results are back to refine your school improvement strategies.

The May 26<sup>th</sup> Network Meeting will be hosted by Linda Rosenbury at Jordan L. Mott from 12:00-4:00 pm. The focus of our work together will be sharing promising instructional support practices across the network. In order to support this work, I am asking that each of you come to the meeting prepared to share a current practice at your school that is proving to be successful in improving learning in a content area and or for a specific group of children. Examples of practices might include inquiry work, grade-level teaming, assessment strategy, lab sites, portfolios; lesson studies, professional learning communities, coaching and supervision, etc. Each principal will have about 15 minutes to share their work and evidence that supports your belief that this is an effective practice that is having positive impacts on students. Additionally, I am asking that you each consider one area of growth for your school. Maximizing on the strength of a collaborative network, we'll see if anyone feels that your identified "need" is their area of strength.

I look forward to seeing you all on or before May 26<sup>th</sup>. I will see many of you at the final New Teacher Center session with Mike and Syd on May 24<sup>th</sup>. Please do not hesitate to reach out to me directly if there is anything AED can do to support you and your school during this important part of the year and as you plan for the year to come. If you have not done so already please take a few minutes to complete the spring Principals's Satisfaction Survey.

## In Partnership,

Calvin and the AED PSO Team



## AED PSO Support Services – May 2010

### The Young Adolescent Brain

**Tuesday, May 18, 4:00-5:30**

MS 22 (270 E. 167<sup>th</sup> Street, Bronx, NY 10456)

### MSLP: Instructional Rounds Book Study Session 2

**Wednesday, May 19, 4:30-6:30**

JHS 125 (1111 Pugsley Ave., Bronx, NY 10472)

### Literacy Lesson Study

**Thursday, May 20, 8:30-3:00**

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

### Science Test Prep PD: Grades 7 & 8

**Thursday, May 20, 3:30-5:00**

MS 256 in Joan of Arc Educational Complex (154 W. 93<sup>rd</sup> St., New York, NY 10025)

### Improving Student Achievement Through Teacher Observation and Feedback (*Part 2 of Santa Cruz Training*)

**Monday, May 24, 8:30-4:00**

Lighthouse International (111 East 59th St., New York, NY 10022, [www.lhiconferencecenter.com](http://www.lhiconferencecenter.com))

### Network Meeting

**Wednesday, May 26, 12:00-4:00**

MS 22 (270 E. 167<sup>th</sup> Street, Bronx, NY 10456)

\*\*\*\*\* June \*\*\*\*\*

### Youth Create Media Project: Final Screening

**Thursday, June 3, 6:30-8:30**

New School Lang Center (55 W 13th St., 2nd Floor, New York, NY 10011)

### MSLP Partners: Instructional Rounds in Practice

**Monday, June 7, 8:30-3:30**

MS 22 (270 E. 167<sup>th</sup> St., Bronx, NY 10456)

### Literacy Symposium and Sharefair

**Thursday, June 10, 4:00-7:00**

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

### CARE Program for Teachers: Introductory Workshop

**Monday, June 21, 2:00-5:00**

MS 22 (270 E. 167<sup>th</sup> Street, Bronx, NY 10456)



Please register the participants you will be sending to each workshop with Aurelia Enache at: [anenache@aed.org](mailto:anenache@aed.org). Questions? Call 212.367.4575

### **MSLP: Instructional Rounds Series**

- **Tuesday, April 20: Book Study: Session 1, 4:30 – 6:30 @ JHS 125 (1111 Pugsley Ave., Bronx, NY 10472)**
- **Wednesday, May 19: Book Study: Session 2, 4:30 – 6:30 @ JHS 125 (1111 Pugsley Ave., Bronx, NY 10472)**
- **Monday, June 7: Instructional Rounds School Visit @ MS 22 (270 E. 167<sup>th</sup> Ave., Bronx, NY 10456)**

School leaders are invited to participate in Instructional Rounds, a network approach to improving teaching and learning. This cohort driven professional development experience allows those who participate to analyze and apply this methodology of professional learning developed by Richard Elmore and his colleagues at Harvard. The first two sessions will provide time and context for school leaders to break down the methodology and practice the process, while the third session facilitates an authentic opportunity to implement instructional rounds in a school. Note: This is a continuation of work that was begun in December.

### **IDEA ARRA Mandatory CEIS Grant March-June**

The CEIS grant's goal for our network schools is to reduce 6<sup>th</sup> grade referrals and suspensions. All schools should have received CEIS ARRA funds in late March. Most schools have scheduled and spent their allocated funds as discussed with or coordinated by your CEIS, Sara Panag. She will help maintain a copy of your records associated with implementing the programs, such as per session attendance sheets and purchase orders, for central compliance purposes. Funds must be spent by June 30, 2010, as they will not rollover.

If there are any questions regarding the CEIS grant please contact Sara at [spanag@gmail.com](mailto:spanag@gmail.com) or 212-367-4568 or you may refer to SAM 84 for FY 2010.

### **The Literacy Lesson Study**

- *Tuesday, May 11, 9:00-3:00 (cancelled)*
- *Thursday, May 20, 9:00-3:00*

Lesson study is a professional development process based on the model that Japanese teachers engage in to systematically examine their practice, with the goal of becoming more effective. In AED's literacy lesson study, a small group of teachers from across the network will spend the day at one school working collaboratively on "study lessons," planning, teaching, observing, and critiquing the lesson together. To provide focus and direction to this work, the teachers will select an overarching goal and related research question that they want to explore. Teachers can come to more than one session, or schools can send different teachers on different days.

### **Training for 7<sup>th</sup> & 8<sup>th</sup> grade Middle School Science Teachers**

- **Thursday, May 20, 3:30 – 5:00 @ MS 256, in Joan of Arc Educational Complex (154 West 93<sup>rd</sup> Street, NY, NY 10025)**

Facilitator Nicky Kram Rosen, Instructional Specialist & TLP/AED, will provide:

- Review 2009 test scores to note patterns, strength, weaknesses, etc.
- Performance Test Q and A
- Logistics (dates, materials, ordering)
- Share Test Prep ideas

*Please RSVP to Aurelia Enache at [aenache@aed.org](mailto:aenache@aed.org) or 212.367.4575 by May 17.*

## Youth Create Media Project

- **Thursday, June 3rd:** 6:30 – 8:30 @ New School Lang Center (55 W. 13<sup>th</sup> St., 2<sup>nd</sup> Floor, New York, NY 10011)

AED is very pleased to announce that the Youth Create Media Project is well underway and is filled with many bright and highly creative and motivated students. There are 7 schools in the network that are participating. AED hosted a Media Screening and two Media Workshops. At each event students and their teacher advisors trekked to the AED Headquarters in Union Square where they screened films created by Young Producers and engaged in Q & A with the Producers themselves. The Youth Producers lead the workshops teaching students about the components of film making, planning and editing and the importance of a meaningful topic.

Each school team now has their Flip Video cameras and are working on their own pieces. **These short films will be screened at the Lang Center at the New School, June 3<sup>rd</sup>, 6:30 – 8:30 p.m.** School staff, family and friends are invited – please come and show your support of these hard working students!

Patrice Williams



*Patrice Williams and Ingrid Dahl of AED are engaging students in media literacy*

## CARE Program for Teachers: Introductory Workshop

- **Monday, June 21st:** 2:00 – 5:00 @ JHS 22 (270 E. 167<sup>th</sup> St., Bronx, NY 10456)

We are excited to have Tish Jennings, Director of Contemplation and Education at the Garrison Institute, deliver a workshop on balancing teacher social emotional competence and student outcomes. Topics will include the prosocial classroom and helping teachers better manage students' and their own emotions. The workshop is on **June 21<sup>st</sup> from 2-5 pm at JHS 22 Jordan L. Mott, which is on 270 East 167 Street, Bronx, NY 10456.** *To RSVP, please email Sara Panag at [spanag@gmail.com](mailto:spanag@gmail.com) with the number of teachers from your school that will be attending.*

## Reminders

### State ELA and Math Assessment Scoring Updates May 11-20

This week you and the scorers you assigned to score the Math test received an e-mail confirming scoring site assignments. Remind your staff of the scoring days, times, and assigned scoring site. You are responsible for ensuring the scorers from your school attend scoring. ELA scoring takes place on **May 4, 10, 11, and 12**, and Math scoring will take place on **May 13-14 and 17-20**.

You are responsible for replacing staff members who cannot attend scoring.

- If you know before the scoring window that an assigned scorer will be absent for a day of scoring, you should e-mail [Chris Sandor](mailto:Chris.Sandor) with the name (and file number if available) of a replacement staff member who meets the [scoring criteria](#).
- If a scorer you assigned is absent during the scoring window, an ISC AID will call you and you should replace the absent scorer the same day (if possible) or for the next day of scoring. When replacing a scorer, please use the [scoring criteria](#) to identify a qualified and eligible replacement scorer.

- Scorers assigned who do not meet the scoring criteria for eligibility (i.e. those providing mandated services to students) will be sent back to their schools with the expectation that they are to be replaced with an eligible scorer.

As a reminder, staff members assigned to serve as Content Specialist Trainers are required to attend training (Math: **May 11**) and scoring (dates above). Please remind your Content Specialist Trainer to attend the turnkey training on May 11.

#### Field Test:

Your school has also received the NYS ELA and Math field test materials this week. All schools are expected to administer the field tests to all students **May 12–14**. When taking inventory of materials, note that all students do not take the same test. There are several versions of the field test at each grade level. School field test participation rates will be tracked and reported by the NYSED and the DOE to ensure that NYC students are sufficiently represented. Please see SED's [memo](#) for additional guidance.

#### Updates on Periodic Assessments May 4 – June 18

- The 2010-11 [Design Your Own \(DYO\) application](#) is now posted on the Periodic Assessment web page; applications must be submitted by **June 4**. DYO applications may be submitted online through the Principal's Portal starting on May 17; instructions for submission will be included in the [DYO Periodic Assessment Policy](#) document or you can [register](#) now for the May 18 webinar on navigating the new online application.
- The Periodic Assessment selection period for 2010-11 will be **June 2-18**.
  1. Register for [central training sessions](#) or [Webinars](#) to learn about updates to the PA portfolio and begin your strategic assessment planning.
  2. Visit the [Periodic Assessment Resources](#) page for key dates, selections worksheets and at-a-glance tables about the Periodic Assessment options.
  3. The [2010-11 Periodic Assessment Guide for New York City Schools](#) is now available online. A hard copy will be shipped to schools in mid-May.
- Acuity
  1. [HS ITA Window 3](#) administration (**May 3-11**) information is available on the

[Periodic Assessment Web site](#). Contact the [NYC Acuity Helpdesk](#) (866-692-6550) for additional materials and administration support.

2. HS Regents Year Predictive Assessment spring administration data is now available in Acuity. All constructed response answer choices must be entered into Acuity and all data exceptions must be resolved by **May 24** in order to have complete reports in both Acuity and ARIS. Contact the [NYC Acuity Helpdesk](#) at (866) 692-6550 for support with these activities.

To access the links above from a computer that is not on the DOE network, use these links: [Periodic Assessment PW Updates](#), [Periodic Assessment Web site](#), [Periodic Assessment Selections Resources](#), [DYO Application/DYO Periodic Assessment Policy](#), [2010-11 Periodic Assessment Guide for New York City Schools](#), and [HS ITA Window 3](#).

#### Spring Principals' Satisfaction Survey Deadline: May 26

The Spring 2010 Principals' Satisfaction Survey launched last week and should be completed by **May 26**. You received an e-mail from the Chancellor containing a link to the survey and instructions. Please do not forward this link to your colleagues; it is customized for your school.

Your feedback on the services and support that you receive from your network and from central offices is very important in helping us continue to improve services, so we encourage you to participate in the survey. As always, the survey is anonymous and aggregate results will be shared with principals when the survey is complete.

If you have any questions regarding the survey, e-mail [schoolsupport@schools.nyc.gov](mailto:schoolsupport@schools.nyc.gov).

#### Develop Preliminary 2010-2011 Comprehensive Educational Plan Deadline: June 30

The 2010-2011 Comprehensive Educational Plan (CEP) template is now available. This year's template includes several updates for 2010-11. Please review the guidance memo and development timeline for specific information on new CEP submission requirements. All of these documents are available on the [Principals' Portal](#). Drafts are due on **June 30**.

## APRIL HIGHLIGHTS

- On April 22, Patrick Montesano of AED and several AED board members visited Middle School 244 and Middle School 381. The visitors were very impressed with each school's struggles and progress and appreciated the chance to gain a greater understanding of AED's participation in the PSO program and the great work that school staff and students are accomplishing. Many thanks to Ms. Dolores Peterson and Mr. Luis Genao for hosting these visits and enabling an enlightened experience.



From left: Patrick Montesano, Sheila McLean, Peter Russell, Dolores Peterson, and Jim Painter.

- On April 15, 22, and 29, students and their advisors from seven schools have participated in the exciting Youth Create Media Project at AED. AED Youth Media Project team introduced students to the exciting world of visual arts and media and taught students about the components of film making, planning and editing and the importance of a meaningful topic.



Students are enjoying the media sessions held at AED in New York.