



September Dates

Fri., September 11

Backpack H1N1 Flu Letter and PAQ to Parents

Wed., Sept. 16, 4:00-5:30

Using ARIS & Acuity Data to Plan Instruction & Monitor Student Progress
MS 390 (1930 Andrews Ave., Bronx)

Tues., Sept. 22, 4:00-6:30

Beyond Discipline: From Compliance to Community
Lighthouse Conference Center (111 E. 59th St.)

Tues., Sept. 29, 4:00-5:30

Rigor in Literacy: Literacy Across the Content Areas
MS 256 (154 W. 93rd St.)

Wed., Sept. 30, 12:30-3:30

AED PSO AP PLC
AED (100 5th Ave. at 15th St.)

Wed., Sept. 30, 4:00-5:30

Effective Classroom Management Practices
MS 22 (270 E. 167th St.)

AED

100 Fifth Ave.
New York, NY 10011

Phone: 212-367-4594

E-mail: info@middlestart.org

www.middlestart.org

Dear Partners,

Congratulations on navigating this opening week with grace, humor, prowess, and commitment to supporting the children in our network!

It was exciting to reconvene as a network at Moran's last week, celebrate our successes, and welcome the newest members of our PSO. The enthusiasm and collegiality was inspiring. As we mentioned at the launch, we are continuing to use the framework of ISIS (Indicators for Success: Interventions and Supports for Middle Grades Students) to frame our work. To deepen our practice, we'll provide more PD and in-school support around continuing to develop high functioning Professional Learning Communities (PLCs) and on supporting literacy across the curriculum. Your PLCs will focus their work and conversation around the needs and characteristics of young adolescents (with a focus on behavior and attendance) and the need for a rigorous curriculum with differentiated supports for all students. Because we believe that less is more, we encourage you to incorporate a goal around highly effective PLCs into your PPR. Additionally, we hope you've already had an opportunity to review the ISIS data we provided at the launch, and we look forward to working with you to set goals around this data, and match specific interventions and supports for students who are showing up as off-track to success.

To maximize resources in a difficult budgetary year, we're planning meaningful network-wide PD in our target areas; we hope you'll disseminate this information to your faculty and staff, plan ahead regarding which staff / teams will attend which opportunities, and register your teams early. To help with communication, we're following up on your suggestion to produce a monthly AED teacher bulletin. The first one will go out next week.

Finally, we want to highlight a few upcoming events we're excited about. On September 16 (Wed.), from 4:00 – 5:30, Risa and Patrice will guide interested faculty and staff through using ARIS and Acuity data to plan instruction and monitor student progress. On September 22nd (Tue.), we're thrilled to welcome you to a very special talk with Alfie Kohn that will be focused on his book, *Beyond Discipline: From Compliance to Community*. You may want to review this book prior to the event. This is a rare opportunity to learn directly from one of the nation's leading educational thinkers. Space is limited, so we encourage you to register teams by Thursday, September 17! Later this month are workshops on rigor in literacy (for all content teachers) and classroom management strategies, and we will have our first AED PSO AP PLC meeting for '09-'10. Please review this bulletin for information on these and other opportunities.

We hope we will see many of you at the Chancellor's Back to School Event at Fiorello H. LaGuardia High School of Music & Art and Performing Arts (100 Amsterdam Avenue, Manhattan) at 3:30 p.m. on September 14.

Wishing you a successful school year!

Calvin and the AED PSO Team

SAF News

Payment and Accountability for School Meals

Student eligibility for school meals is determined by the “Application for Free and Reduced Price Meals” (the 1041 form). At school opening, all students will maintain their eligibility status from the prior year until they have submitted a meal application and a new status is determined. Students who were in paid status must pay \$1.50 for lunch, and students in reduced-price status must pay \$0.25. Cash collection for meals begins immediately, but a grace period until September 21 is in place for students who are new to the city’s schools, have had a change in their economic situation, or did not submit a form last year. Beginning September 21, *all* students with paid or reduced-price status will be expected to pay the appropriate amount for lunch.

Accountability for meals began the first day of school and will continue through the last day of service. You should select an approved method of accountability (rosters, key tags, or POS) to track students on the “report of meals served” (MIE), which is submitted on a weekly basis to SchoolFood. Additionally, please note the following:

- Breakfast is served free of charge to all students throughout the year.
- Beginning September 21, all high school students—including incoming freshman who may not yet be accustomed to this policy—must make the appropriate payment before receiving lunch. High schools should use the time between now and September 21 to make sure students and their families understand this policy.
- If elementary and middle school students do not make the appropriate payment for lunch, their parents or guardians should receive a request for payment in writing. These requests should be student-specific and include the cumulative amount owed. If your school has a negative balance, SchoolFood will report it to you each month.

For additional information, contact Sal D'Alessio at (718) 707-4324.

Guidelines for Requesting a Capping Plan

Growth in the number of zoned families seeking to enroll children in public school can result in a school’s inability to accommodate all of its zoned students. In these cases it will be necessary for

a principal to request that a capping plan be developed. The Office of Portfolio Planning, working in coordination with the Office of Student Enrollment and the Division of School Support, is responsible for reviewing all capping requests.

To view the guidelines for requesting that a grade be capped, visit the [Enrollment page of the Principals’ Portal](#).

Revised Periodic Assessment Schedules for 2009-10

Because the state has moved the grades 3-8 ELA and math tests to April and May this school year, we are changing the dates of some periodic assessments to ensure that they continue to provide timely data to schools. **For grades 3-8** the changes mostly affect the Acuity predictive and instructionally targeted Assessment (ITA) windows. We will automatically update your orders to fit the new windows. ***(Attached is the full periodic assessment schedule.)***

Visit the [periodic assessment team’s Web site](#) for the latest updates on periodic assessments. Here’s what’s important this week:

- Principals can review their school’s 2009-10 periodic assessment selections using the [Periodic Assessment Online Selection Tool](#). Only principals can log into the tool, so please save your selections summary someplace where you can share it with your staff, such as your school’s ARIS private community.
- Performance Series has been archived and prepared for the 2009-10 school year. To ensure data security, all location controllers have been reset. Principals have all been designated as location controllers.
- Teachers College will be holding professional development sessions on September 16 at Columbia University Teachers College for schools that selected TCRWP as part of their periodic assessment selections for next year. Visit <https://schoolsny.webex.com> for more information and to register. You can learn about a wide range of free professional development opportunities on all periodic assessment programs on the [periodic assessment team’s Web site](#).

Deliver LAB-R and Spanish LAB Answer Documents to your ISC

Deadline: September 25

This year, you will receive new LAB-R and Spanish LAB answer documents. LAB-R and Spanish LAB exams are administered only once to a student, at the time of the student's initial enrollment to the New York State public school system. The tests, hand scored at the school site, should be used for class placement in bilingual or ESL classes if necessary. All LAB-R scores will be posted in ATS as "FALL 09 LBR." Please hand deliver answer documents to your borough ISC by noon on **September 25**. There will be additional pickups of LAB-R and the Spanish LAB throughout the year. It is important that you adhere to this schedule, since Title III funding is based on the results of these assessments.

For more information, please review [Assessment Memo #2](#). If you have additional questions, contact Jose Garcia at jgarcia17@schools.nyc.gov.

Complete Extension of Services Requests for English Language Learners

Datelines: September 30

In order to meet state regulations, please complete any necessary "extension of services" requests for English Language Learners using the BEXS function in ATS. Meeting this deadline will ensure that your school receives funding from the state to which you are entitled. You should print and sign the principal's certification for this report, along with a description of services provided (using [form A7.1](#)) and submit it to your district's [ELL compliance and performance specialist](#) by **September 30**.

If you have any questions, contact your ELL compliance and performance specialist or Nick Pandey at npandey@schools.nyc.gov or (212) 374-0793.

Order Core Curriculum Residual Materials

Deadline: October 21

If your school has not ordered Core Curriculum materials or did not order a sufficient amount, you can place a residual order for additional materials through the by calling (718) 935-3334 or e-mailing curriculum@schools.nyc.gov by **October 21**. After that date, you will be able to purchase materials using FAMIS.

After October 21st, you will be able to purchase Core Curriculum materials through E-Catalog in the FAMIS Purchasing Portal.

Individual Student Reports Available for State Alternate Assessment

Individual Student Reports for the New York State Alternate Assessment are now available in nySTART. Please print and distribute these reports to families of the appropriate students by following the instructions available on the [Principals' Portal](#), where you'll also find translation guides.

Families can also access their children's NYSAA results in [ARIS Parent Link](#). If you have questions about the Individual Student Reports, contact the Accountability Service Desk at (212) 374-6646. District 75 schools should contact Steven Weinrich at sweinri@schools.nyc.gov.

Revised Quality Review Rubric

The 2009-10 Quality Review Rubric has been revised based on feedback from principals and network teams. The criteria determining which schools have a Quality Review this year will be included in next week's Principals' Weekly, along with other support materials intended to help schools, networks, and SSO staff meet the expectations built into the rubric. **(See attached Revised Quality Review Rubric.)**

2009 NYSESLAT Results Available in ARIS and ATS

The State Education Department has released the results of the 2009 New York State English as a Second Language Achievement Test (NYSESLAT). Overall scores and levels will be available on ARIS in early September. A new report, the RNMR, is available on ATS and provides a three-year test history for each modality, as well as the scale scores on both the listening/speaking and reading/writing components. This new report allows teachers to plan classroom instruction more easily for English Language Learners by level, since no calculations or conversions are required.

For more information about interpreting NYSESLAT scores, visit www.emsc.nysed.gov/osa/nyseslat/home.shtml.

Conflict of Interest Training Available

DOE employees, including teachers, are required to comply with the city's Conflicts of Interest Law and with [Chancellor's Regulation C-110](#), which sets forth additional conflicts of interest provisions. Employees sometimes face situations that could put them in violation of the law. The Conflicts of Interest Board's training

staff offers free thirty minute sessions that cover all the basic conflicts issues for your teachers in an interactive format. Common situations discussed include private tutoring, outside employment, political activities, and the acceptance of gifts from students and parents. The Conflicts of Interest Board's training staff can come to your school at any time convenient for your staff and conduct as many sessions as necessary to train all your teachers (and other school staff, if possible). To arrange training at your school, please call Alex Kipp at (212) 442-1421.

If you or any of your staff members have any questions about the Conflicts of Interest Law or Chancellor's Regulation C-110, you can also contact the DOE's ethics officer, Samantha Biletsky, at (212) 374-3438 or sbiletsky@schools.nyc.gov. She can also provide training to you and your staff.

Events, Grants and Workshops

Chancellor's Back to School Event September 14

Please join Chancellor Joel Klein at Fiorello H. LaGuardia High School of Music & Art and Performing Arts (100 Amsterdam Avenue, Manhattan) at 3:30 p.m. on **September 14** to discuss school goals and priorities for the school year. This will be followed by a discussion with Professor William Ouchi of the UCLA School of Management and author of *The Secret of TSL* (Total Student Load), and a reception for all guests.

Principals and staff can RSVP for both the Chancellor's and Professor Ouchi's discussions here
<<http://spreadsheets.google.com/viewform?formkey=dEZPa0xXNGhBRGZSQ19GOU8xMldabWc6MA>>.

If you or your staff would like to submit a question for Chancellor Klein to answer at the event, questions can be submitted by emailing our Division of School Support colleague, Margaret Tull, at mtull@schools.nyc.gov.

Information Sessions on Study on Effective Teaching September 21 - October 1

The DOE and the UFT are seeking schools to volunteer to participate in a two-year research study funded by the Bill and Melinda Gates Foundation to help develop fair, accurate, and useful tools that capture what makes effective

teaching. The study is premised on the principle that good teaching is multi-dimensional, and that teachers and their schools need consistent and reliable information in order to identify and support good teaching. Participating teachers will receive \$1,500 over two years to compensate them for their work. Each school will also receive \$1,500.

[Click here](#) to learn more about the research study, eligibility requirements, and to read a letter from the DOE and the UFT supporting the study. If you are interested in learning more about participating, please first discuss this opportunity with the chapter leader at your school and then complete [this online form](#) to indicate interest and RSVP to attend one of the borough information sessions that will be held from **September 21 through October 1**. If you have questions, send an e-mail to effectiveteaching@schools.nyc.gov.

Fall 2009 "P" Courses Open for Registration Courses begin September 21

The After School Professional Development Program's [fall 2009 professional development catalog](#) is open for registration. Courses begin September 21. "P" courses are designed to equip educators (teachers, secretaries, and other school-based personnel) with the skills and abilities to increase student achievement. Course offerings are high quality, low-cost alternatives to traditionally-offered college courses. Available across all content areas, courses may be applied toward salary differential requirements and to meet the state's 175-hour professional development requirement.

For additional information, contact Helaine Schwartz at (718) 935-5753 or aspdp@schools.nyc.gov.

Using ARIS and Acuity Data to Plan Instruction & Monitor Learning September 16 (AED PSO EVENT)

This workshop is designed to walk faculty and staff through the process of compiling and analyzing item skills analysis data to plan whole class instruction, differentiate instruction for student groups, and monitor individual student progress throughout the year. This workshop will take place from 4:00 to 5:30 at MS 390 located at 1930 Andrews Avenue in the Bronx (**see attached flyer for more information**). *All school faculty and staff are encouraged to attend this workshop.*

Apply for C.H.A.M.P.S. Sports and Fitness League Fall Season

Deadline: September 21

Principals of schools with middle school grades are invited to submit applications to participate in the 2009 fall season of the C.H.A.M.P.S. middle school sport and fitness league. The application will be open September 7-21. The fall season of C.H.A.M.P.S. runs from October 13 through December 5. Programs take place either before or after school hours for about six hours per week during the eight weeks of the season. Schools can apply for up to three programs. The application is available [online](#).

The purpose C.H.A.M.P.S. is to offer additional opportunities for students, regardless of athletic ability, to engage in a wide variety of physical activities, and to encourage these students to find activities that they enjoy and can participate in for life. For more information, [click here](#).

Beyond Discipline: From Compliance to Community with Alfie Kohn

September 22 (AED PSO EVENT)

AED has organized a series on "Understanding Student Behavior and Classroom Management in the Middle Grades" for AED partner schools' staff. The first workshop, "Beyond Discipline" will be facilitated by Alfie Kohn on Tuesday, Sept. 22, 4:00-6:30, at Lighthouse Conference Center in Manhattan (*see attached flyer for more information*). *All school faculty and staff are encouraged to attend this series.*

New Arts Teachers Can Register for PD

September 23

The Office of the Arts and Special Projects invites all new teachers of dance, music, theater, and visual arts to attend "Welcoming New Arts Teachers to the DOE" on **Fri, Oct 2, from 12:15-3:00 pm at Court Square in Long Island City**. New arts teachers will participate in an overview of the curriculum guide, "Blueprint for Teaching & Learning in the Arts: PreK-12," and become acquainted with state standards for arts. Following the overview, participants work in discipline groups to translate the Blueprint into classroom practice. Participants receive a hard copy of the Blueprint and classroom resources.

Teachers can register at <http://pd.nycoit.org> until **September 23** using activity code 051-10-022-001. The fee for this workshop is \$25 per participant, which needs to be paid by the school in FAMIS in advance of the workshop (using object code 0998, since this workshop is an internal service). For more information, visit the [DOE Web site](#).

Apply for Level II Wilson Group Mastery Certification

Deadline: September 25

The Office of Special Education Initiatives is offering Wilson Level II Group Mastery certification to Wilson Level 1-certified teachers. Prior approval by the Office of Special Education Initiatives is necessary before registration. Participants must attend the two-day Advanced Strategies workshop in order to begin the group practicum. Training is scheduled for **October 8 and 9** from 8:30 a.m. to 3:00 p.m. at PS 48M, 4360 Broadway, Room 53 in Manhattan. The cost is \$500 per participant, which includes the two-day course and supervised practicum. Accepted candidates will be contacted with payment and registration information. [Click here](#) for an application. The application deadline is **September 25**. For more information, contact Sharon Grunfeld at sgrunfeld@schools.nyc.gov.

Register - Wilson Adv. Group Strategies

Deadline: September 25

The Office of Special Education Initiatives is offering a two-day workshop on **October 8 and 9** in Wilson Advanced Strategies in Group Instruction for teachers who have completed the Wilson Three-Day Applied Methods training and are implementing the program. The workshop will focus on essential techniques and strategies to improve aspects of WRS group instruction through hands-on practice and discussion.

The cost of this two-day series is \$ 250 per participant (FAMIS # S48010336). Register at <http://pd.nycoit.org> by **September 25**. For additional information, contact Sharon Grunfeld at sgrunfeld@schools.nyc.gov.

Rigor in Literacy: Literacy Across Contents

September 29 (AED PSO EVENT)

Participants learn effective strategies for helping students learn from text, by guiding them through the process of actively constructing knowledge from what they are reading. Takes place on Tuesday, Sept. 29 from 4:00 to 5:30 at MS 256 (*see attached flyer for more information*).

Effective Classroom Management Practices

September 30 (AED PSO EVENT)

Participants learn how to implement dynamic strategies for reaching all learners including difficult to teach and hard to reach students! Tuesday, Sept. 29 from 4:00 to 5:30 at MS 256 (*see attached flyer for more information*).



AED PSO Support Services – September 2009

AED PSO Launch Meeting (*Principals, APs, and Leadership Teams*)

Tuesday, September 1, 4:00-6:30

Moran's Restaurant (146 Tenth Ave., New York, NY 10011)

Using ARIS & Acuity Data to Plan Instruction & Monitor Student Progress (*Teachers and Coaches*)

Wednesday, September 16, 4:00-5:30

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

Beyond Discipline: From Compliance to Community with Alfie Kohn (*All faculty and staff*)

Tuesday, September 22, 4:00-6:30

Lighthouse Conference Center (111 E. 59th St., NY, NY 10022)

Rigor in Literacy: Literacy Across the Content Areas (*For all content teachers interested in literacy*)

Tuesday, September 29, 4:00-5:30

MS 256 (154 West 93rd St., New York, NY 10025)

AED Critical Friends Group (*APs*)

Wednesday, September 30, 12:30-3:30 (*Lunch served at 12:00; please arrive early to eat*)

AED (100 Fifth Ave. at 15th St., 8th Floor, NY, NY 10011)

Effective Classroom Management Practices (*Teachers and new teachers*)

Wednesday, September 30, 4:00-5:30

MS 22 (270 East 167th St., Bronx, NY 10456)

***** October *****

PLC Facilitator's Training (*Leads/facilitators for school-based PLCs*)

Tuesday, October 6, 12:00-3:00

Location: TBD

Note-Taking and Making Meaning from Texts: A Workshop for All Content Areas

Part of the Literacy Across the Curriculum Series

Thursday, October 8, 9:00-11:30 or 12:30-3:00

This workshop will be offered in two sessions (participants can select the time that fits best)

Location: TBD



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