

fhi360 PSO Network Bulletin

THE SCIENCE OF IMPROVING LIVES

December 9, 2011

December Dates

Wed., Dec. 14, 8:30-12:00
Principals' Meeting
FHI360: 71 Fifth Ave., 6th Fl.

January

Wed., Jan. 11, 8:30-12:30
Principals' Meeting
Location: TBD

Mon., Jan. 23, 10:00-3:00
YCMP Meeting @ FHI360

January

Strategies that Work w/ Risa S.
Date and location: TBD

February

Fri.-Sat., Feb. 3-4
Network Retreat
Location: TBD

Wed., Feb. 8, 8:00-11:00
Elem Mini-Network Meeting
PS 89

March

Tues., March 6, 8:30-3:00
Math Workshop @ FHI360

Thu., March 8, 9:00-3:30
Strategies that Work with Stephanie Harvey
Location: TBD

Tues., March 13, 8:30-12:30
Principals' Meeting @ FHI360

Wed., March 21, 8:00-12:00
Elem Mini-Network Meeting
Location: TBD

FHI 360 NY
71 Fifth Ave.
New York, NY 10003
Phone: 212-367-4575
E-mail: info@middlestart.org
www.middlestart.org

Dear Colleagues,

It has been a pleasure to serve as interim network leader during these past 5 weeks. I look forward to continuing the work I have begun with some of the schools in my continuing role as Senior Consultant for fhi360. I have visited schools in our network and have been thoroughly impressed with the hard work and dedication that I have encountered.

At our retreat, I got to spend some time with some of you, and your teachers. Your feedback and input will be used to plan the next retreat (February 3-4, 2012) at the principals' meeting on December 14th at our new location on 71 Fifth Avenue.

Sincerely,

Judi Aronson, Interim Network Leader
judivarnai@aol.com; 917-834-7938



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On December 10, 2011, our New York office is moving to
71 Fifth Ave., 6th Floor, New York, NY 10003.

We'll be in the same neighborhood near Union Square,
on the corner opposite our old location.

Our phone and fax numbers will remain the same.



FHI360 PSO Professional Development Services
December 2011

Principals' Meeting

Wednesday, December 14 8:30 - 12:30

FHI360 NY Office (71 Fifth Ave., 6th Floor, New York, NY 10003)

January 2012

Principals' Meeting

Wednesday, January 11 8:30 - 12:30

FHI360 NY Office (71 Fifth Ave., 6th Floor, New York, NY 10003)

Strategies that Work with Risa Sackman

Date and location: TBD

Youth Create Media Project with Christine Newkirk

Monday, January 23 10:00 - 3:00

FHI360 NY Office (71 Fifth Ave., 6th Floor, New York, NY 10003)

February 2012

Network Retreat

Friday and Saturday, February 3-4

Location: TBD

Elementary Mini-Network Meeting Using Instructional Rounds with Judi Aronson

Wednesday, February 8 8:00 - 11:00

PS89 (265 Warwick St., Brooklyn, NY 11207)

March 2012

Math Workshop with Oni Hutchinson

Tuesday, March 6 8:30 - 3:30

FHI360 NY Office (71 Fifth Ave., 6th Floor, New York, NY 10003)

Strategies that Work with Stephanie Harvey

Thursday, March 8 9:00-3:30

Location: TBD

Principals' Meeting

DOE Investigations & Prosecutions: Everything You Ever Wanted To Know

Tuesday, March 13 8:30 - 12:30

FHI360 NY Office (71 Fifth Ave., 6th Floor, New York, NY 10003)

Elementary Mini-Network Meeting Using Instructional Rounds with Judi Aronson

Wednesday, March 21 8:00 - 12:00

Location: TBD

Please register the participants for all events with Aurelia Enache at anenache@fhi360.org or call her at 212-367-4575. Timely registrations are required to ensure that meeting space, materials and food are adequate for the participants.

Teachscape



Teachscape *Walk* is a handheld-based tool that provides an easy-to-use data collection, analysis and reporting system for brief, targeted classroom observations. Teachscape *Walk* enables instructional leaders to get a snapshot of what is happening in the classroom by quickly and easily collecting evidence of instructional practice, and enables principals and instructional leaders to review updated data and run powerful reports to help identify trends and patterns.

The Teachscape *Walk* innovative data collection and reporting technology, combined with Teachscape's seven-stage classroom walkthrough research-based process, provides a framework for reflective discussions, data analysis, action planning, and program monitoring. This methodology helps instructional leaders continuously improve and adapt classroom practices to increase student achievement.

- If you have questions about accounts, workspace access, technical challenges, etc., please email support@teachscape.com and copy to Risa Sackman (risasackman@mac.com) and Karyn Scarcella (Karyn.Scarcella@teachscape.com).
- If you have questions about your DCT program implementation, your TXL licenses, or any other aspect of the project work, please contact Karyn Scarcella (Karyn.Scarcella@teachscape.com).

Mathematics Workshops

With Oni Hutchinson

Next . . .

- ❖ **Implementation Plans for CCSL Math Expectations for School Year 2011-12**
Tuesday, March 6, 8:30 – 3:00 @ FHI360 NY
71 Fifth Ave., 6th Floor, NYC 10003
- ❖ **Planning with the 2012-13 DOE Expectations on Common Core 2014**
Tuesday, June 12, 8:30 – 3:00 @ FHI360 NY
71 Fifth Ave., 6th Floor, NYC 10003



In these workshops, math teachers and teams will:

- Explore the process of mapping their current curriculum.
- Align the maps to the common core standards.
- Create common assessments and set goals and benchmarks to achieve success in the classroom.
- Review lesson studies that help promote student learning.
- Explore different technology.
- Construct assessments that are aligned with the NYS Mathematics Assessments.

Mathematics Study Group

With Oni Hutchinson

- January 10
- March 1
- April 3
- May 1

We are modeling a "Japanese Mathematics study group" where we are doing *Lesson Studies* which

involves a group of teachers working together on a broad goal and developing lesson plans that are observed, analyzed, and revised. Our focus throughout this process is on improving student thinking and making our lessons more effective.

New Teacher Center of Santa Cruz

To provide Mentoring

The New Teacher Center of Santa Cruz has been awarded a grant through the Petrie Foundation to provide high quality PD to our schools through the mentors, and to support the professional development of new teachers. Seven schools from our network were selected to participate in this program.

There will be an Information Meeting for Principals, which you all must attend **on December 20, 2011 from 3:30 – 5:00 pm at the UFT office on 52 Broadway**. The exact floor and room location will be emailed to you all shortly once it is confirmed. At this meeting, you will have a chance to meet the other principals from only one other network that has been included in this grant, to meet with the staff of the New Teacher Center of Santa Cruz, ask questions and enjoy excellent refreshments.

For more information and questions contact Oni Hutchinson (onifanewyork@aol.com).

Strategies that Work Series 2011-2012

Schedule

- November 3, 8:30 – 3:00
- December 1, 9:00 – 3:30
- January, TBD
- March 8, 9:00 – 3:30

This professional development series helps school-based teacher teams (2-5 teachers per team) to develop intellectually-charged Active Literacy strategies that engage students to use their own minds to identify issues, gather resources, synthesize information, and ask questions that lead to new learning.



The workshop with Stephanie Harvey on Dec. 1st was a huge success. Risa Sackman will have a follow up session in January. Date and location will be determined soon.

Early Ed and Elementary Support

With Judi Aronson

Schedule

- October 26, 8:00–12:00 @ PS15
- November 30, 8:00–12:00 @ PS971
- February 8, 8:00–11:00 @ PS89
- March 21, 8:00–12:00
- April 18, 8:00–12:00
- May: TBD

These mini elementary network meetings will review and use the protocol for conducting instructional rounds, learn how to formulate a useful problem of practice that focuses on the instructional core, engage in collaborative problem solving around the classroom visits, and integrate the Danielson Framework and use the tools provided by Teachscape to help fine tune our observation skills.

Our first meeting was at PS 15 on Oct. 26th. We collaboratively identified a problem of practice and visited classrooms to observe learning. We used the Affinity Protocol to identify patterns and trends. At the end we developed next steps that address the problem of practice.

School Quality Review

With Gail Gaines

It is that time again: quality review time

Quality Reviewers send emails stating date and time of their arrivals and what to have ready for them when they arrive. If we only had time to prepare we would be ready for them. Time is the key. Take some time now so that when you get that email you will be ready. Quality Reviews were developed to assist schools in raising student achievement. It focuses on the **coherence** of a school's systems, **measures** how well it is organized to meet the needs of its students and adults, as well as **monitors and improves** a school's instructional and assessment practices.

My role is to assist school leaders and their teams in the process of creating a self-evaluation based on the Quality Review rubric. We facilitate conversations with principals, teachers, students and parents during schools visit. These conversations are used to develop a well-rounded perspective of how the schools use these outcomes to guide instructional practices, improve goal setting, and make adjustments to instruction. Curriculum alignment with Common Core Learning Standards and resources designed to support school goals are paramount to successful outcomes. The school teams are vital participants in the feedback process.

The process starts with an initial conversation with the principal, next schedule a date for the Mock or Peer Review and, finally, we join the school's leadership team, which includes the principal or his/her designee, in a walk-through of the school. The detailed written feedback of what we saw and/or suggestions are based on what needs to be visible for the Quality Reviewers. We try to highlight everything possible so the schools will be prepared for any evaluation. We simply assist your leadership team in noticing what Quality Reviewers look for, and we add a fresh and neutral perspective.

Please contact me, Gail Gaines-Savage, via email: gailmgaines@gmail.com or phone: 917 837-1146 for further information and definitely if you would like to participate in the process.

ISIS

(Indicators for Success: Interventions and Supports)

with Christine Newkirk

- *Data-driven Dialogue*
- *Using data to drive change in schools*

The sheer volume and range of student data available through DOE data systems and school-based work can feel utterly overwhelming. With so much information out there, how can schools best manage the data available to them to both target and support subgroups of students? How can FHI 360 help?

FHI 360 supports a model of data-driven dialogue and student intervention called ISIS (Indicators for Success: Interventions and Supports)—a model that has been informed by the hard work of several school-based and network-based staff over the past 3 years. The work begins with the ISIS Online Data Tool, and continues with workshops and ongoing support for school-based teams as they move toward a data-driven model for student support and intervention. The ISIS model works to improve student outcomes by shining a light on the progress of all students in the school in four different dimensions: English, math, attendance and conduct, plus additional target areas of concern of each school.

FHI 360 is currently bringing the ISIS Online Tool to all schools in the network, and is planning a Data Workshops for school-based data specialists (coming in early January). ***For additional information, or to design a custom ISIS model for your school, please contact Christine Newkirk at FHI 360 (cnewkirk@fhi360.org).***

About the ISIS Online Data Tool:

With the opening of the 2011-2012 school year, FHI 360 launched a new, interactive web-based ISIS tool. This tool automatically extracts student math and ELA grades, attendance rates and conduct scores, along with a range of student demographics and state test scores, from diverse DOE databases. The tool also creates interactive charts and spreadsheets to facilitate the exploration of individual student-level and group-level information. As the first marking period comes to a close, FHI 360 is in the process of bringing the ISIS tool—and therefore the ability to regularly update ISIS spreadsheets—to the schools themselves. ***Please contact Christine Newkirk (cnewkirk@fhi360.org) to set up an appointment to***

activate the tool if your school has not done so already.

Youth Create Media Project

With Christine Newkirk

Tentative Schedule:

- October 27
- November 14
- December 5
- January 23
- March-April



On October 27, the Youth Create Media Project (YCMP) launched with a meet-and-greet at FHI 360. The focus of this year's YCMP is community involvement. The early meetings will focus on youth media and community mapping. As the year progresses, students will use video to map their communities and document their participation as members of these communities. The final screening of all student films will take place in **late March or early April**. Updates will be posted in future editions of the PSO bulletin.

*Youth Create Media Project
Now Underway at 5 PSO Schools!*

For more information about YCMP, please contact Christine Newkirk newkirk@fhi360.org.

GAMESTAR MECHANIC

Program

2011-12

E-Line Media will be again partnering with FHI 360 to offer the engaging Gamestar Mechanic program to your school this year! We are targeting a formal program start date in the spring semester. We would like to know if you're interested in continuing this program again this year. **Please contact Ben Dworken bdworken@fhi360.org for more information.**

Program Details:

- Course 1 - Level Up from Player to Designer (for new students and 6th graders)
- Course 2 - Mastering Mechanics and Exploring Genres (for returning students)
- Premium school license for platform (annual license for up to 1000 students per school)
- Professional training workshop for Middle Start teachers at the start of the semester
- Two in-class coaching and co-teaching sessions for each teacher in the spring semester
- Remote assessment of student work through written and video game reviews conducted by professional game designers (one review per student per course on the student's final project)
- A design competition and showcase will be dedicated to just Middle Start schools. Additionally, there will be access to a series of design showcases and competitions to highlight the work of youth game designers in the New York region and to provide a forum for students to meet peers and professionals from this community of interest.
- Internship Program - Students may be eligible for an internship program with E-Line Media where they will have an opportunity to collaborate with professionals from the game industry and to mentor other youth from the region in game design.

Special Education

With Sara Panag

Universal Design for Learning

The November 8 PD on Universal Design for Learning modeled what a UDL lesson in action looks like with a diverse audience while introducing UDL to teachers. Following up on the professional learning, Sara Panag will work with your staff that attended to support them in presenting the UDL framework to administration and the curriculum planning team. Throughout the year, the goal is to develop CCLS performance tasks that are accessible to all learners, whether general ed, students with disabilities, English Language Learners, overage, or gifted and talented.

Functional Behavior Assessment and Behavior Intervention Plan

The October FBA/BIP meeting introduced participants to why a FBA is conducted, who should be on the team and how the school should incorporate the FBA and BIP into school practice. The next session will be how to conduct assessments and strategies for the Behavior Intervention Plan.

Special Education Study Group

General educators as well as special education educators are encouraged to join the monthly special education study group that looks at articles on topics such as culturally diverse classrooms, ethnographic studies and ableism using the National School Reform Faculty protocols for deeper understanding of text and reflective dialogue relevant to our schools needs.

Administrative Reminders

SQR Update

The [Quality Review schedule](#) is available for reviews taking place for the remainder of the 2011-12 school year. The following schools from our network will have QRs:

School	Date
MS 366	12/13/11
MS244	3/20/12
MS286	3/29/12
JHS22	4/3/12
MS390	4/25/12

For questions, email Daniel Menezes at dmenezes@schools.nyc.gov.

Alternative Quality Reviews Update: Opt-Out Deadline: *December 21*

Information about the 2011-12 [Alternative Quality Reviews](#), including the Developing Quality Review (DQR), Peer Quality Review (PQR) and the New School Quality Review (NSQR), is now available. Memos and a list schools that will receive these reviews along with actions plans and self evaluation forms are also on the page.

If you wish to opt-out of the Peer Quality Review process this year, you must email altQreview@schools.nyc.gov by **December 21**. You will be placed into the Quality Review pool for the 2011-12 school year. For questions, email Sarah Goodman at sgoodma4@schools.nyc.gov.

Periodic Assessment Updates

[Your feedback](#) is invited on the most recent Periodic Assessment administrations.

- **Acuity:**
 - Data for all 3-8 ITA W1, HS ITA W1, and HS Fall Regents-Year Predictive administrations is available in Acuity. Contact the [NYC Acuity Helpdesk](#) at 866-692-6550 for help with resolving exceptions. You can [register for free training opportunities](#) around the use of this data.
 - Constructed response (CR) items from the HS Fall Regents-Year Predictives should be scored at your school site and manually entered into Acuity by **December 16**. Assessment reports will not be complete in Acuity or ARIS until these scores have been entered. Contact the [NYC Acuity Helpdesk](#) at 866-692-6550 for support with CR scoring.
 - To receive printed custom test or task booklets for January through the bi-monthly ordering feature, you must submit your assessments through the NYC Custom Test Ordering tool in Acuity by **December 15**. Visit the [Acuity page](#) on the Intranet for instructions on creating, submitting, and local scoring for custom assessments.
 - Acuity will be unavailable from 8:00 p.m. December 16 until 9:00 a.m. December 19 due to scheduled maintenance activities and system enhancements.
- **ELL:** Schools that did not previously select the optional Spring ELL Periodic Assessments

(March 5-23) may order [here](#) by **December 22**. Visit the [Periodic Assessment Intranet page](#) for additional information. You can [check your order here](#).

- **TCRWP:** All November administration data that were entered into AssessmentPro by November 30 will appear in ARIS the week of December 12.

For questions, email periodicassessment@schools.nyc.gov.

Schools in Need of Improvement (SINI) Identification and Required Steps **Deadline: Dec. 9, Jan. 31**

The New York State Education Department has released the 2011-12 list of NYC schools that have been identified as being in need of improvement (SINI) under the federal No Child Left Behind Act and the State's Differentiated Accountability system.

Your school's SINI status, identified as Improvement, Corrective Action, and Restructuring, along with information about how to complete the steps below are on the [Principals' Portal](#). All SINI schools must do the following:

- Participate in the mandated differentiated accountability intervention
- Send a letter to the parents of their students informing them of the school's SINI status; must be completed by **January 31**
- Sign and return an attestation form certifying parental notification; must be submitted by **January 31**
- Complete and return the SINI response plan; must be submitted by **December 9**
- Title I schools only: Complete and return the SINI grant chart to receive \$20,000 in SINI grant funds; must be submitted by **December 9**

For questions about your school's SINI status and the required steps, contact your [school improvement liaison](#), your network accountability point, or email OSD@schools.nyc.gov.

January Regents and RCT Exam Scheduling Information **Deadline: Dec. 21**

All schools that will administer Regents exams in January must begin to schedule students in STARS by **December 21**. STARS scheduling is required to print the answer documents for the scanned exams via ATS. New [January Regents and RCT codes](#) have been added to all high school code decks.

If you wish to offer the January Regents to

accelerated eighth grade students, you should contact your network data/application specialist for guidance. Do not use the high school exam codes to schedule students for these exams.

For questions on STARS, contact your network data/application specialist. For questions on assessment, contact your network assessment point.

SLT Biennial Review Survey **Deadline: Dec. 23**

Please share [this link](#) with your school leadership team (SLT) members and ask them to complete the survey by **December 23**. The results will be used by district leadership teams to complete a review of the effectiveness of the District's plan for shared decision-making at the school level required by the State.

Survey participants are asked to evaluate their experience on the SLT across [six required components](#) pursuant to [Commissioner's Regulation 100.11](#).

For questions, email biennialreview@schools.nyc.gov.

2011-12 BEDS Survey **Deadline: January 13**

The 2011-12 Basic Educational Data Survey (BEDS) is open until **January 13**. The BEDS survey is used to collect education data from your school to comply with the requirements of the No Child Left Behind Act (NCLB) of 2001 and the Individuals with Disabilities Act (IDEA) as reauthorized in December 2001.

The BEDS survey is on [this page](#) along with an online training manual and the BEDS designee form; this [webcast](#) provides additional information.

For help completing the Highly Qualified personnel section of the report, contact your network HR director. For technical assistance contact your data/application specialist.