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Education

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# Messages From the Department of Education

May 2015

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## ACCOUNTABILITY, ASSESSMENT, INSTRUCTION, AND SCHOOL IMPROVEMENT

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### A. Data Quality Campaign Factsheet on Education Data

The Data Quality Campaign produced a report outlining myths and facts about the assessment consortia and data privacy. The comprehensive report *Getting the Facts Straight about Education Data* can be accessed here:

<http://www.dataqualitycampaign.org/files/Facts%20about%20EdData-CCSS%20Assessments.pdf>.

### B. New Resources Posted to the Smarter Balanced Website

The Teachers page ([www.smarterbalanced.org/k-12-education/teachers](http://www.smarterbalanced.org/k-12-education/teachers)) of the Smarter Balanced Web site now includes an *Educator Engagement Factsheet* highlighting more than 4,700 educators who have contributed to the development of the Smarter Balanced system. Additionally, there is an overview of the *Formative Assessment Process*, as well as the updated *Smarter Balanced Style Guide*. The style guide includes information on global style conventions; grammar, usage, and punctuation; English language arts style conventions; mathematics style conventions; graphic specifications; technology-enhanced items; and other helpful resources for successful test administration.

## DATA

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### A. ESS (Education Statistics System) Entries

#### a) School Board Members

In accordance with RSA 671:31, the information about school board members should be updated in ESS as soon as possible.

#### b) School District Calendars

Calendars for 2015-2016 should also be entered in ESS as soon as they are approved by the district.

#### c) Teacher Salary Schedules

Please be sure to enter the 2015-2016 teacher salary schedules in ESS, as well.

Thank you to all of the districts who have submitted this information already. We really appreciate the effort!

Contact: Sandy Hyslop, (603) 271-2831, [Sandy.Hyslop@doe.nh.gov](mailto:Sandy.Hyslop@doe.nh.gov)

### B. Evaluation of Staff Data Collections (2014-2015)

The NH Department of Education is required to report aggregate staff evaluation data (teacher and principal) annually to the US Department of Education. There are two *Evaluation of Staff Collections* that were released May 5th and are due by May 19th.

1. The Evaluation of Teachers Data Collection (waiver annual protocol requirement) needs to be completed by all public school principals and certified by the superintendents. Charter school data is certified by the school administrators.
2. The Evaluation of Principals Data Collection (waiver annual protocol requirement) needs to be completed by all superintendents (not required for charter schools).

Contact: Gretchen Tetreault, (603) 271-5874, [Gretchen.Tetreault@doe.nh.gov](mailto:Gretchen.Tetreault@doe.nh.gov)

**C. i4see – Initiative for School Empowerment and Excellence****a) EOY Training**

The Department will be offering EOY (End of Year) Training on Tuesday, May 19th (two sessions), and a Webinar on Wednesday, May 20, 2015 from 1:00 p.m. - 3:00 p.m. This training is provided for district and school staff who are responsible for the EOY submissions. Topics covered will include Trial EOY Enrollment Uploads, EOY Academic Uploads, District and State Reporting, and Course (and Class) Submissions. Sign up on the i4see home page at the registration link for both the DOE training sessions and the EOY Webinar.

Contact: Mike Cote, (603) 271-2775, [michael.cote@doe.nh.gov](mailto:michael.cote@doe.nh.gov)

**b) Course and Class Assignments**

Please note that all schools must submit the assignments for all staff along with student rosters (via i4see and/or EIS). The Educator Information System (EIS) will be the source for New Hampshire's HQT data for the 2014-2015 school year.

Contact: Cyndy Currier at [ccurrier@mac.com](mailto:ccurrier@mac.com) for help with data submissions  
[i4see.help@doe.nh.gov](mailto:i4see.help@doe.nh.gov) for general questions

**D. Immigrant Students Data Collection (2014-2015)**

The New Hampshire Department of Education is required to collect *aggregate* immigrant data annually and report it to the US Department of Education. The 2014-2015 Immigrant Students Data Collection went live in the Education Statistics System on Tuesday, May 5th. **There is only one question in this data collection.** Schools districts showing significant increase in the number of immigrants may potentially qualify for the immigrant Children and Youth Grant. **Please note** this is a separate data collection from the English Speakers of Other Languages collection conducted in the fall. Immigrant students may not necessarily be limited English proficient (LEP) students. The Immigrant Student Data Collection is due by May 19th and needs to be completed by all superintendents and principals of charter schools.

Contact: Andrea Somoza-Norton, (603) 271-2034, [Andrea.Somoza-Norton@doe.nh.gov](mailto:Andrea.Somoza-Norton@doe.nh.gov)

**E. MS-22 Forms (Report of Appropriations Actually Voted)**

A completed Form MS-22 (Report of Appropriations Actually Voted) for each school district must be forwarded to the Bureau of Data Management within 20 days of the close of the school district meeting as required by RSA 198:4-a, II.

Note: Copies of the school district meeting minutes, warrant articles and the results of all votes taken should also be forwarded to the Bureau.

Contact: Ron Leclerc, (603) 271-3876, [ron.leclerc@doe.nh.gov](mailto:ron.leclerc@doe.nh.gov)

**F. PerformancePLUS**

1. PerformancePLUS will be the primary platform through which schools can view their SBAC test results, starting mid-June. Watch for free webinars and trainings offered by NHDOE data trainers to describe what data will be available and which P+ reports you might want to consider when analyzing SBAC results. You can use one system to view your state and local assessment results.

Contact: Irene Koffink, (603) 271-3865, [Irene.Koffink@doe.nh.gov](mailto:Irene.Koffink@doe.nh.gov)

2. Data trainers will be available (no charge to schools) throughout next year to support you in developing and improving your data culture. Be sure to include our support in your professional development plans for the 2015-16 school year. Support we provide includes: establishing and facilitating data teams, developing local assessments in P+, accessing reports for RTI or other school initiatives, creating individual learning plans, strategic planning to establish a strong data culture, and more.

Contact: Irene Koffink, (603) 271-3865, [Irene.Koffink@doe.nh.gov](mailto:Irene.Koffink@doe.nh.gov)

3. **Load your 2015-16 i4see Course Roster information.** Please make sure your i4see coordinators and school support staff submit the i4see Student Roster and the i4see Course and StudentClass submissions. You can submit your 2015-16 data early so that teachers can view their student data as they prepare for fall teaching. For more information, contact Cyndy Currier at [ccurrier@mac.com](mailto:ccurrier@mac.com).

### **G. School Safety Data Collection (2014-2015)**

The School Safety Data Collection for school year 2014-2015 will be released on Tuesday, June 2nd. This data collection should be completed by principals (including charter schools) and certified by the superintendents after the last day of school and no later than Friday, July 10, 2015.

- There are four new questions concerning seclusion of students and the number of resource officers.
- There were also 18 questions that were deleted from the data collection.

Please remember that submission of this data is required by RSA 193-E:3, Delivery of an Adequate Education.

Contact: Gretchen Tetreault, (603) 271-5874, [Gretchen.Tetreault@doe.nh.gov](mailto:Gretchen.Tetreault@doe.nh.gov)

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## **HEARINGS**

**A. Ed 507.16 and Ed 612.21 Physical Education and Ed 506.04 and Ed 506.08 Principal**  
A public hearing will be held May 20, 2015 at 11:00 a.m. at the Department of Education, 101 Pleasant Street, Concord, NH 03301. Deadline for written comment will be June 3, 2015.

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## **PROFESSIONAL DEVELOPMENT**

### **A. Chrome Institute**

The NHDOE Bureau of Special Education is providing a free event for New Hampshire Educators on the use of Google Chrome and Chromebooks in the Classroom to meet the diverse needs of all learners. Mike Marotta of Inclusive Technology Solutions will conduct the Chrome Institute: a series of three (3) one hour webinars. The two remaining webinars are:

- Chromebooks and Access for Struggling Students: May 20th ~ 3:00 p.m. to 4:00 p.m.
- Chrome Apps and Extensions: May 27th ~ 3:00 p.m. to 4:00 p.m.

To participate in the Chrome Institute, please register at:

<https://www.eventbrite.com/e/chrome-institute-tickets-16468892902>

Contact: Mary Lane, (603) 271-3740, [Mary.Lane@doe.nh.gov](mailto:Mary.Lane@doe.nh.gov)

## **B. Teacher Internship Project**

NH Vocational Rehabilitation will soon be accepting applications for its Teacher Internship Project. The program is designed to provide high school special education teachers, case managers, building coordinators, transition coordinators, 504 coordinators and other school district personnel with the opportunity to work closely with their local VR office and rehabilitation counselors. Blending online learning, field experience and case study application, interns will learn about the VR program and process, adult agencies and services, employer needs, labor market information and disability legislation. The internship will take place from August 2015 through May 2016. Participants will earn three graduate credits through Keene State College. Up to 20 interns will be accepted statewide. Applications will be available for download at [http://education.nh.gov/career/vocational/school\\_trans.htm](http://education.nh.gov/career/vocational/school_trans.htm) in mid-May.

Contact: Tina Greco, (603) 271-3993, [nhrteacherinternship@doe.nh.gov](mailto:nhrteacherinternship@doe.nh.gov)

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## **RESOURCES**

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### **A. Coastal Viewer**

The New Hampshire Department of Environmental Services (NHDES) in collaboration with the University of New Hampshire's GRANIT System and other project partners recently launched the New Hampshire Coastal Viewer, an online mapping tool that gives anyone with an Internet connection the ability to access more than 150 spatial data sets and to make and share their own customized maps. The Coastal Viewer is intended for a wide variety of users who want access to data sets and mapping tools for planning and education purposes. For more information and to go to the Viewer, visit: [www.granit.unh.edu/nhcoastalviewer](http://www.granit.unh.edu/nhcoastalviewer).

### **B. Free Sun Safety Education Program**

The Skin Cancer Foundation has developed the free Sun Smart U education program to help teachers expose students to the importance of sun protection and give them the tools they need to prevent skin cancer. Sun Smart U is consistent with the CDC's National Health Education Standards for middle school and high school students. The interactive lesson plan features true stories from young skin cancer survivors, medically reviewed Prevention Guidelines, handouts and activities, and can be taught in one or two class periods. Sun Smart U is available in a variety of formats. For more information go to [www.skincancer.org/prevention/education-program](http://www.skincancer.org/prevention/education-program).

### **C. Tool Kit for Managing Food Allergies in Schools**

The Center for Disease Control and Prevention recently updated this toolkit. It can be found at [www.cdc.gov/healthyyouth/foodallergies/toolkit.htm](http://www.cdc.gov/healthyyouth/foodallergies/toolkit.htm),

### **D. Teacher Training and Curriculum - Violence Prevention Initiative**

Registration is still open for Media Power Youth's final training of the school year for NH educators seeking to prevent youth violence through media literacy education. This training is funded through an initiative of NH Governor Maggie Hassan and the Office of the NH Attorney General. This highly engaging training will be held May 22nd at Health Trust NH, 25 Triangle Park Drive, Concord, from 9:00 a.m. - 4:00 p.m. All school professionals attending

training will receive eight professional development hours, and a copy of our evidence based curriculum, Media Literacy for Safe and Healthy Choices, at no cost.

Designed to be delivered by upper elementary school staff, the program has a strong focus on literacy, discussion, analysis, reflection and critical thinking skills. Lessons include media examples and hands-on creation of positive media. The curriculum also includes supplemental activities to build media literacy skills across multiple content areas. Program objectives are aligned with Common Core, and meet national and state learning standards in multiple disciplines. To register or for more information go to [www.mediapoweryouth.org](http://www.mediapoweryouth.org) or contact Sarah Shanahan, MAT, Media Power Youth Education & Training Manager at [sarah.shanahan@mediapoweryouth.org](mailto:sarah.shanahan@mediapoweryouth.org).

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## OTHER

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### **2015 Employment Leadership Award Nomination**

The Employment Leadership Award Committee invites you to nominate your best employer for the 2015 Employment Leadership Award. The Employment Leadership Award is presented each year to New Hampshire employers who recognize the skills and contributions that people with disabilities bring to the workforce and who have adopted inclusive policies and hiring practices that allow people with disabilities to fairly compete for employment. Nominees are submitted by employment providers and businesses throughout New Hampshire and nominations are evaluated based on the company's efforts to: create opportunities that assist people with disabilities to develop the skills they need to obtain competitive employment; adopt inclusive hiring practices that allow people with disabilities to fairly compete for employment; and engage community partners to become a more diverse workplace. Nominations are due June 19, 2015. For more information go to [http://education.nh.gov/career/vocational/ela\\_2015.htm](http://education.nh.gov/career/vocational/ela_2015.htm).

Contact: Jim Hinson, (603) 419-9454, [Jim.Hinson@doe.nh.gov](mailto:Jim.Hinson@doe.nh.gov)

### **2015 Governor's Arts Awards**

As part of its 50-year celebration of supporting the arts in New Hampshire, the N.H. State Council on the Arts is seeking nominations for the 2015 Governor's Arts Awards. The awards, which are non-monetary, publicly recognize outstanding contributions made by individuals, organizations and communities that have reached distinguished levels of achievement as they support the cultural life of our state. Categories for the 2015 Governor's Arts Awards include: Arts Education, Community Spirit, Cultural Access Leadership, Distinguished Arts Leadership, Folk Heritage, Individual Arts Patron and Lotte Jacobi Living Treasure, a lifetime achievement award. The deadline for nominations is June 1. To learn more about the 2015 Governor's Arts Awards, visit [www.nh.gov/nharts](http://www.nh.gov/nharts).

### **Grants Offered by the NH State Council on the Arts (NHSCA)**

The NH State Council on the Arts offers a General Project Grant for Community Engagement which funds arts projects for youth and communities with an education focus. Deadline is July 31, 2015 for FY 2016 projects. For grant information, applications and guidelines go to: [www.nh.gov/nharts/grants](http://www.nh.gov/nharts/grants) or contact Catherine O'Brian, (603) 271-0795, or [Catherine.R.OBrien@dcr.nh.gov](mailto:Catherine.R.OBrien@dcr.nh.gov).

**Evaluating Your Arts Programs: An Introduction**

This free workshop offered by NH State Council on the Arts. Friday, May 15, 2015, 10 a.m.–3:00 p.m. Plymouth State University (PSU) Graduate Center, 2 Pillsbury St, 5th Floor, Concord. The workshop will help arts educators and project/program leaders find authentic ways to evaluate the joy, arts learning and creativity in your school, youth arts projects and creative youth development. Includes an overview of the Logic Model, an introduction to evaluation methods, applying the Logic Model with examples and small group work. Pre-registration is required and will be accepted on a first-come, first-served basis. To learn more and to download the flyer, visit: [www.nh.gov/nharts](http://www.nh.gov/nharts) or contact Catherine O'Brian, Arts Education Coordinator, NH State Council on the Arts, [Catherine.R.Obrian@dcr.nh.gov](mailto:Catherine.R.Obrian@dcr.nh.gov)

**CCSS Writing with David Pook**

This workshop offers teachers and administrators alike insights into how the Common Core Writing Standards were designed and how to make them come alive in K-12 classrooms. The morning will concentrate on the close connection between the reading and writing standards, and how to generate text dependent writing tasks based on the standards. The afternoon session will delve more deeply into the different types of writing called for by the standards to grasp their similarities and differences, and learn more about how to assess writing using the standards—and how writing will be assessed on Next Generation assessments like Smarter Balanced. Participants will have the opportunity to engage in best practices around generating CCSS aligned writing instruction and assessment, and attendees will receive timely constructive feedback about how to proceed with the opportunities and challenges that stem from adopting and implementing the Common Core Writing Standards. It will take place June 5, 2015 from 8:30 a.m. - 3:30 p.m. at North Country Education Services. Register online at <http://www.ncedservices.org/pook-writing> or call (603) 466-5437 (between 8:00 a.m. - 4:00 p.m.) or e-mail [lisa@ncedservices.org](mailto:lisa@ncedservices.org).

**New Hampshire Institute for Civics Education Presents: Planting Seeds for Participatory Citizens: Integrating Civics at the Elementary Level**

Join NHICE for "Planting Seeds for Participatory Citizens: Integrating Civics at the Elementary Level," being held on Friday, June 26th, from 8:30 a.m. - 4:00 p.m., and Saturday, June 27th, from 8:30 a.m. – 4:00 p.m. The program will take place at The Saint Anselm College, New Hampshire Institute for Politics, in Manchester. The keynote speaker will be Judge Marjorie Rendell. Other speakers will include Beth Specker, Susan Wolowitz, Rebecca Valbuena, Dianna Terrell, and Erin Moore. Elementary educators will receive 30 clock hours and a \$100 stipend. Those interested in attending the workshop may apply at [http://constitutionallyspeakingnh.org/nhice\\_workshop\\_app.php](http://constitutionallyspeakingnh.org/nhice_workshop_app.php).

**NH Emergency Preparedness Conference**

The NH Emergency Preparedness Conference is an annual event that brings together a wide spectrum of emergency planners and responders from across our state to explore all aspects of emergency management using an all hazards approach. The conference provides excellent opportunities for training and networking with local experts and practitioners from fields such as Emergency Management, Public Health, Fire, EMS, Law Enforcement, Business, Healthcare, Local Government, Public Works, Education, Social Services, and Volunteer groups. Examples of session topics from past conferences include crisis communications, including health care system response, social media, volunteer management, continuity of operations planning, sheltering, environmental health, personal preparedness, critical infrastructure protection, public health surveillance, disaster recovery,

insurance, functional needs, transportation, mass fatalities, radiological emergencies, and the impact of climate change on preparedness. This conference will take place June 10th from 7:30 a.m.-4:00 p.m. at the Radisson Hotel, Manchester. There is no fee to attend but pre-registration is required. Registration closes June 2nd. To register or for more information go to [www.nhemergencyprepconference.com](http://www.nhemergencyprepconference.com).

### **Microcontroller Workshop**

Enhance your curriculum with the newest technologies in microcontrollers and robotics. The activities are easy to teach, fun to learn and engage students. Explore electronics and programming with “What’s a Microcontroller?” and “Robotics with the Boe-Bot” – perfect entry-level kits for technology and pre-engineering programs. This workshop is being held July 20 – 23, 2015 at Great Bay Community College. To register or for more information go to <http://greatbay.edu/courses/business-training/microcontroller-workshop>.

### **Performance Assessment Workshops**

NHASCD and Pinkerton Academy are the co-sponsors of the June 23rd-24th, 2015, "Performance Assessment Workshops for High School and Middle School Teachers" that will be hosted at Pinkerton Academy. There will be two workshops running simultaneously: one for Mathematics and one for English Language Arts (ELA). Each of these two-day workshops will present middle and high school content that focus on standards-based Math or ELA; however, the strategies presented are also applicable to other disciplines, especially Science and Social Studies. It is the goal of these summer workshops to provide participants with hands-on experiences in developing and assessing performance tasks that emphasize problem solving, reasoning, and discourse. In addition, participants will learn how to develop and use effective, efficient rubrics to score student work. To register or for more information go to <http://www.cvent.com/events/june-23rd-24th-2015-performance-assessment-workshops-for-high-school-and-middle-school-teachers-at-p/event-summary-7df932088c6646fe93f5da4d1799064d.aspx>.

### **Professional Development at Southeastern Regional Education Service Center (SERESC)**

SERESC in Bedford, NH, is presenting the following Professional Development events:

- 5th Annual Adolescent Literature Conference will take place on June 3, 2015. To register or for more information go to <https://www.smores.com/wvkt1>.
- No Reader Left Behind, Grades K-2 is taking place June 24, 2015. This workshop is appropriate for anyone supporting or teaching K-2 students to read, including: administrators, instructional coaches, general education teachers, reading support teachers (Title One), and special education teachers. To register or for more information go to <https://www.smores.com/feka4>.
- Improving Outcomes for All Students with High Quality Instructional Practices, Grades K-12 is taking place June 25, 2015. Participants will spend the day dissecting, analyzing, and learning how to implement high quality instruction practices that are practical, reasonable, and doable within any classroom. To register or for more information go to <https://www.smores.com/562na>.
- No Reader Left Behind, Grades 3-8 and High School Students with Intensive needs is taking place June 26, 2015. Participants will spend the day "digging deeper" into the

essential skills necessary in providing high quality instruction. Participants will be given explicit examples of how to use data to identify students' instructional needs and match that to a practical, reasonable, and doable instructional response. To register or for more information go to <https://www.smores.com/rvgh8>.

- SERESC Summer Academy for Kids...Inspiring Middle School Learners will take place during the month of July. Middle Schoolers are naturally creative and curious, and the SERESC summer programming offers an environment where “fear of mistakes goes on holiday” and the natural spirit of exploration and creativity is encouraged. The SERESC Summer Academy for Kids offers half day sessions or a combination of two offerings for a full day of inspiration. Each week Academy Leaders will feature a new and different theme including: McAuliffe-Shepard Rocketry; LEGO Master Builders, Designer & Publishing, Robotics Programming & Design; Lights, Camera, Action! Intro to Digital Media; Project Chill and STEM Mixer. To register or for more information go to <https://www.smores.com/hj9z5>.

For all listings of Professional Development events at SERESC go to [www.seresc.net/events](http://www.seresc.net/events).