

- Student Information Systems (SIS)
- Strategic Analysis & Program Research (SAPR)
- School Accountability Support (SAS)
- Assessment

Elementary School Principals,

March 19, 2019

## *Assessment*

### *Conversations on Our Future State Assessment System (\*\*New Location):*

The PED, in partnership with NMSU and the Center for Assessment, is holding a series of community conversations on our state's future assessment system. Please note: the Albuquerque conversation has been moved to a new, larger venue!

**When: Thursday, March 21 from 4:00 – 7:00pm**

**Where: \*\*Berna Facio Professional Development Complex, 3315 Louisiana Blvd. NE**

Additional information along with other dates/times, and locations, can be found at: <http://www.core-nmsu.org/>

## *Student Information Systems (SIS)*

### *Synergy Online Registration*

**Online registration for the 2019-2020 SY is now open for all schools.** If you have any questions regarding registration or would like to provide feedback regarding the online registration process, please log an SIS support ticket (<http://www.aps.edu/student-information-systems-sis/support> ).

### *Updates:*

- **May 10, 2019** - Online registration for the **2018-2019** school year closes for “ALL” students

**Action Item:** Principals, the following trainings are available for your staff that will be assisting parents with Online Registration. Please ask your primary OLR Parent Support Representative to sign up in ERO for one of the following classes:

Thursday, March 21, 2019	8am-11pm	Online Registration and Troubleshooting
Thursday, March 28, 2019	1pm-4pm	Online Registration and Troubleshooting
Thursday, April 4, 2019	1pm-4pm	Online Registration Support/Troubleshooting for District Staff
Thursday, April 11, 2019	8am-11am	Online Registration and Troubleshooting
Thursday, April 18, 2019	1pm-4pm	Online Registration and Troubleshooting
Thursday, May 2, 2019	1pm-4pm	Online Registration and Troubleshooting

### *Pre-Planning for your Registration Dates:*

*Your clerks are required to attend one of the following Opening Schools dates. Please take these dates into consideration when planning your school's 2019 registration dates.*

Wednesday, July 10, 2019	8am-11am	Opening Schools Mandatory Training Alternative Calendar July 23, 2019 start elementary schools
Tuesday, July 23, 2019	1pm-4pm	Opening Schools Mandatory Training for Traditional/ MRI Elementary Schools
Wednesday, July 24, 2019	8am-11am	Opening Schools Mandatory Training for Traditional/ MRI Elementary Schools
Thursday, July 25, 2019	8am-11am	Opening Schools Mandatory Training for Traditional/MRI Elementary Schools
	1pm-4pm	Opening Schools Mandatory Training for Traditional/ MRI Elementary Schools



OAR:

- Student Information Systems (SIS)
- Strategic Analysis & Program Research (SAPR)
- School Accountability Support (SAS)
- Assessment

**19-20 Elementary School Master Schedule Planning:**

**ACTION ITEM:** SIS has sent an email questionnaire that requires response by Wednesday, March 20, 2019 regarding your 19-20 Master Schedule. Once received, SIS will provide scheduling spreadsheets along with directions and training dates and times for all Elementary Principals. Please email Patti Salaz with any questions at [salaz\\_p@aps.edu](mailto:salaz_p@aps.edu).

The first round of approved transfers will be sent by email early this week. Stay tuned.

**Retention Processes:**

The following are process steps for 18-19 Retentions and will be reviewed during Closing School Trainings with Clerks in May.

1. Schools will have Parents sign the Retention Form **BEFORE** the last day of school, May 23<sup>rd</sup>, 2019
2. School Clerks will upload those Retention Forms to Student Documents and Log a support ticket **no later than the last day of school, May 23, 2019**

Assessment has updated this year’s retention forms and are located on the Intranet.

<https://intranet.aps.edu/departments/accountability-and-reporting/assessment/aip>

**ACTION ITEM** – Please download the forms to start any necessary parent meetings.

**Synergy Support Link:**

A link now appears on the Synergy Announcement page for support to help expedite the support ticket process. Check it out on the Synergy Announcement page.

**Trimester Reporting:**

SBPR’s will soon be due. Please review the deadlines with your teachers so they know the last day they can edit those grades. Extra time was incorporated in these deadlines to review during parent conferences should changes be necessary.

<del>Friday, February 22, 2019</del>	<del>Traditional/MRI Elementary School 2<sup>nd</sup> Trimester term ends</del>
<del>Wednesday, February 27, 2019</del>	<del>Traditional/MRI Elementary School 2<sup>nd</sup> Trimester grades are due.</del>
<b>Friday, March 22, 2019</b>	<b>Traditional/MRI Elementary School 2nd Trimester grading window CLOSES. Any SBPR edits must be completed by 3pm on this day</b>

***School Accountability Support (SAS)***

**90-Day Plan Training:**

The SAS Team will be offering 90-Day Plan Training on April 17<sup>th</sup>, May 1<sup>st</sup> and May 24<sup>th</sup> for any Core Team members that would like to attend. There will be a opportunities for a half day training on Components 1-5 as well as breakout sessions for specific components (Core Team members can attend whichever sessions will be most beneficial to them in this format). These trainings are optional, but a great opportunity for Core Team members to learn how to write strong data-driven 90-Day Plans. Sign-ups will be in ERO by March 22<sup>nd</sup>, and there will be a further time breakdown in next week’s Tuesday Times.

**Two Surveys:**

There are two surveys being completed at schools:

- 1) **Quality of Education & Family Engagement Survey**



**OAR:**

- Student Information Systems (SIS)
- Strategic Analysis & Program Research (SAPR)
- School Accountability Support (SAS)
- Assessment

Parents have until March 29 to complete the survey and return to the school. 2018-2019 Quality of Education & Family Engagement Surveys must be returned to Testing Services without staples and not folded by Monday, April 1.

2) **Spring Surveys for Teachers, Parents and Students (previously known as Opportunity to Learn).** Spring Surveys for Teachers, Parents and Students surveys are available now. The login information was sent to principals on 3/1 and will be sent again if needed. Once you log in with the link and password from the email, you will be taken to your schools homepage. On the homepage are the links to share with parent, students and/or teachers. The password should **not** be shared. Only the school specific links should be shared.

- **Parent surveys** are for parents of students in grades K – 2<sup>nd</sup> close on May 10.
- **Student surveys** are for students in 3<sup>rd</sup> through 12<sup>th</sup> grade close on May 10. Students must complete a survey for **each** of their teachers.
- **Teacher surveys** are for teachers to complete for their principals by Friday, **March 29** (we were given an extension because of Spring Break).

**30-Day Reflections:**

79% of schools have their 30-Day Reflections in progress or completed. Follow this link to monitor your school’s progress. If your Core Team has not met to reflect on progress, please contact School Accountability Support to assist you.

<https://sites.google.com/aps.edu/saprinternalviews/nmdash-status-tracker?authuser=0>



**Resources on Pinterest:**

SAS has created a pinterest board for ideas and resources that may be used with using data to inform instruction and 90-Day Plans. <https://www.pinterest.com/dash3131/90-day-plan-ideas-and-tools/>

**Remember School Accountability Support is here to assist your teachers and teams**

to use data to drive instruction. Reach out anytime you need a hand with examining student work, looking at data, making plans for instruction, or reflecting on your school’s progress.

<p><b>Linda Nash - Director of School Accountability Support</b>  <a href="mailto:linda.nash@aps.edu">linda.nash@aps.edu</a>          Office: (505) 880-3707 Cell: (505) 803-6437</p>	
<p><b>Zone 1 DASH &amp; SAS Coordinators</b>  <b>Crista Fortier</b>  <a href="mailto:crista.fortier@aps.edu">crista.fortier@aps.edu</a>          o: (505) 872-6835          c: (505) 252-3388  <b>Monica Nunez</b>  <a href="mailto:monica.nunez@aps.edu">monica.nunez@aps.edu</a>          o: (505) 872-6811          c: (505) 861-9466</p>	<p><b>Zone 2 DASH &amp; SAS Coordinators</b>          Michelle Tudor  <a href="mailto:michelle.tudor@aps.edu">michelle.tudor@aps.edu</a>          o: (505) 872-6866          c: (505) 249-7023</p>
<p><b>Zone 3 DASH &amp; SAS Coordinators</b>  <b>Susie Easley</b>  <a href="mailto:Easley_s@aps.edu">Easley_s@aps.edu</a>          o: (505) 872-6813  <b>Debbie Mathen</b>  <a href="mailto:mathen_d@aps.edu">mathen_d@aps.edu</a>          o: (505) 880-3755          c: (505) 249-7487</p>	<p><b>Zone 4 DASH &amp; SAS Coordinators</b>  <b>Sabrina Jane Mason</b>  <a href="mailto:sabrina.mason@aps.edu">sabrina.mason@aps.edu</a>          o: (505) 872-6808          c: (505) 252-3813  <b>Kate Jacobs</b>  <a href="mailto:katharine.jacobs@aps.edu">katharine.jacobs@aps.edu</a>          o: (505) 872-6848</p>