

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

Middle 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.

Tuesday, July 23, 2019	8am-11am	Opening Schools Mandatory Training for Middle and High Schools
Wednesday, July 24, 2019	1pm-4pm	Opening Schools Mandatory Training for Middle and High Schools

19-20 Middle School Master Schedule Planning:

At this time, all students currently enrolled in the 19-20 school year should have their necessary course requests assigned in Synergy. CA's to attend Phase II on either **March 18 or 19th** where they will take course request tallies to create their master schedule. Next Benchmark is to have their paper master schedule created and ready to enter into Synergy at Phase III training on **March 27th**. SIS highly recommends attending Scheduling Support on **March 20th** from 8am-4pm so we may assist you with meeting these benchmarks. Please note all above dates and we will see you at Rankin.

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



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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 23rd, 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>

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.

School Accountability Support (SAS)

90-Day Plan Training:

The SAS Team will be offering 90-Day Plan Training on April 17th, May 1st and May 24th 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 22nd, 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**

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 – 2nd close on May 10.
- **Student surveys** are for students in 3rd through 12th 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>





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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.

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