

**Commissioner's Weekly Field Memo**  
**Friday, July 17, 2015**

**Notes from Acting Commissioner Abbott**

1. Council, Board appoint Ken Wagner as next [Education Commissioner](#)
2. U.S. Department of Education finds R.I. "meets requirements" of federal law on education of [students with disabilities](#)

**From the R.I. Department of Education (RIDE)**

***Data Collection:***

3. *Reminder:* [End-of-year data](#) reporting due **Monday** (July 20) – ***Action Item***
4. *Reminder:* [Perkins](#) Accountability Sequencing will open **Monday** (July 20)
5. *Reminder:* Data collections are due by the [end of July](#) – ***Action Item***

***Educator Recognition:***

6. Save the date: All invited to [celebration of educator excellence](#) at **September 26** WaterFire

---

**Action Item Calendar**

**Today** (July 17): [Physical-restraint](#) reports due  
**Monday** (July 20): [End-of-year](#) reports due  
**Monday** (July 20): [Attendance](#), Discipline, TCS due  
**Monday** (July 20): [Perkins](#) Accountability opens  
July 31: Signed off [end-of-year](#) reports due

---

## **Notes from Acting Commissioner Abbott**

### **1. Council, Board appoint Ken Wagner as next Education Commissioner**

We at RIDE are eager to welcome Dr. Ken Wagner as our new Commissioner of Elementary and Secondary Education. Governor Raimondo selected Ken as her choice for Commissioner following a series of listening sessions across Rhode Island and a national search for the best candidate for the job. On Monday, the Council on Elementary and Secondary Education and the Board of Education both unanimously approved his appointment.

In all of his meetings, conversations, and interviews in Rhode Island, Ken has emphasized that, as a former school psychologist, he is a skilled listener and that he will meet with all stakeholders to build consensus. As he said on Monday to the members of the Board:

Whether you are introducing new learning standards, turning around struggling schools, or modernizing systems of evaluation and support for teachers, you have to be continually self-reflective, open to feedback, and ready to adjust.

Ken has also emphasized that the entire community shares the responsibility for improving teaching and learning. Ken told the Board:

It's important that everyone be involved because education is a shared responsibility. Everyone has a stake in the outcome: teachers, families, employers, community leaders and most of all, students.

As to his priority as Commissioner, Ken told the Board:

For so many Rhode Islanders, success starts in the classroom. And it is my priority to make those classrooms the safe, creative, and challenging learning environments our kids deserve.

Ken will begin his service as Commissioner next month, and I am sure that one of his first orders of business will be to meet with you and your professional organizations, including the August 19 meeting of the Rhode Island School Superintendents' Association. I am confident that all of us will have a great working relationship with Ken in the coming months and years.

## **2. U.S. Department of Education finds R.I. “meets requirements” of federal law on education of students with disabilities**

We are very pleased that the U.S. Department of Education Office of Special Education Programs has found that Rhode Island “meets the requirements and purposes” of the Individuals with Disabilities Education Act (IDEA) – Part B. Rhode Island is one of only 19 states to meet the requirements of the law.

The U.S. Department of Education based this determination on our compliance with all aspects of the law and on the performance of students with disabilities ages 3 through 21 attending Rhode Island schools.

Along with this good news for Rhode Island, we also recognize that we have more work to do to close the achievement gaps for students with disabilities. We also recognize that we have additional work to do regarding students with disabilities who are younger than 3 years of age (served by IDEA - Part C), as the U.S. Department has named us as one of 27 states that need assistance in this area.

You can read more about the compliance determinations here:

<http://www2.ed.gov/fund/data/report/idea/2015-ideafactsheet-determinations.pdf>

## From RIDE

### ***Data Collection:***

### **3. *Reminder: End-of-year data reporting due Monday (July 20) – Action Item***

The end-of-year data submissions will be used for reporting your enrollment and attendance data, among other data. To facilitate the submission of your year-end data by the closing date, we suggest uploading one file for your entire LEA, as a complete year-to-date upload, in the following order: Enrollment, Attendance, Discipline, TCS-Course, TCS-

Section, TCS-Staff, TCS-Student. All collections will close at 9 a.m. on **Monday** (July 20).

Once you have finished uploading your enrollment and attendance data, please verify the student average daily membership (ADM) and average daily attendance (ADA) numbers, as these are critical for end-of-year reporting and they drive state aid. We calculate the ADM and ADA (state-calculated) based on your school calendar and daily absence records.

To ensure the quality of the data submitted, you will need to check duplicates and demographic differences in the Enrollment Census. Please make sure you have filled in your exit dates and exit types. You must also use the baseline numbers and previous years' reports for consistency checks to validate that the data are accurate. It is strongly recommended that your business managers and your program and district administrators also review the reports before sign-off. We have updated our data-submission policy to disallow any modifications to the data once you have signed off. It is critical that you scrutinize your data before your final submission and sign-off.

Please review the following to accomplish the end-of-year reporting, which is a list of end-of-year reports that you must sign and fax (or scan and email) by Friday, **July 31**:

- Submission Report
- Absence Unexcused
- Absence Excused
- Absenteeism
- ADA – State-calculated
- ADM – State-calculated

- Early Dismissal
- Suspensions Report - Total
- Suspensions Report - Unique
- Tardy
- Truancy Report

If you have any questions about the end-of-year data reporting, please submit a help desk ticket, at <https://support.ride.ri.gov>.

#### **4. *Reminder: Perkins Accountability Sequencing will open Monday (July 20)***

Through data-optimization efforts at RIDE, the RICATS data collection has been integrated within other data collections. The Perkins Accountability Sequencing has been introduced as a way for schools to review and sign off on the sequencing of career-technical education (CTE) courses.

Using the Teacher-Course-Student (TCS) and Enrollment data collections, we have streamlined the data collections to compile the relevant data behind the scenes so as to minimize the workload of your data staff; however, it is important for your staff to verify, update, and sign off on the sequencing of the courses and to verify that every course has a sequencing number. The Perkins Accountability Sequencing application will open on **Monday** (July 20).

If you have any questions about the Perkins Accountability Sequencing, please submit a help desk ticket, at:

<https://support.ride.ri.gov>.

#### **5. *Reminder: Data collections are due by the end of July – Action Item***

The following are some data-collection deadlines for this month:

- **Monday** (July 20): End of Year data files (Enrollment, Attendance, Discipline, TCS) due
- **Monday** (July 20): Perkins Accountability Sequencing opens
- July 31: Signed off End of Year reports due

Information about upcoming data collections can be found on the data-collection calendar. Weekly collection webinars provide details regarding upcoming collections, along with a question-and-answer period.

### ***Educator Recognition:***

#### **6. Save the date: All invited to celebration of educator excellence at September 26 WaterFire**

This year RIDE will honor Rhode Island educators for their outstanding service and dedication to the education profession and to Rhode Island students at “WaterFire: A Salute to Rhode Island Educators.” This event will be held on Saturday, September 26, from 4:30 to 9:30 p.m., in downtown Providence.

All are welcome to attend the celebration to support our Rhode Island educators. This family-oriented event will include an awards ceremony and a procession featuring the honored educators, culminating with a “Ring of Fire” at the basin in downtown Providence. This event will be held rain or shine.

If you have questions about this event, please contact Mary Keenan, at [mary.keenan@ride.ri.gov](mailto:mary.keenan@ride.ri.gov).

***RIDE will post this field memo on Tuesday, at:***

<http://www.ride.ri.gov/InsideRIDE/FieldMemos.aspx>