

**Commissioner's Weekly Field Memo**  
**Friday, November 6, 2015**

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**From the Governor's Office**

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**Action Item Calendar**

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**Thursday** (November 12): [Graduation](#), dropout data

**Thursday** (November 12): [Summer Exits](#) Through Enrollment  
Census November 13: [graduating class](#), at-home, nonclassified  
November 13: [At-Home Instructed](#) Students  
November 13: [Non-Certified Staff](#) Report  
November 16: [Graduates, Retentions, and Dropout  
Reporting SY 14-15 reports - Due](#)  
November 16: [Summer Exits SY 15-16 report - Due](#)  
December 4: [Textbooks](#) reimbursement forms due

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## Notes from Commissioner Wagner

### 1. RIDE to release 2015 PARCC results on November 17

As we receive assessment data and develop our reports on the 2015 PARCC results, we are locking in our timetable for the release of the results to the public.

We expect to make the results of the 2015 administration of the PARCC assessments to you early next week. The release schedule is:

On **Monday** (November 9), you will be able to access your district and school aggregated reports and well as confidential student-level data files through the district exchange. The information you receive will be strictly embargoed until November 17.

On Monday, November 16, at 11 a.m., we will brief the media and provide media with embargoed PARCC results.

You may receive calls from members of the media for comment on your PARCC results. It is okay to speak with reporters about the results; their stories will be embargoed until November 17.

On Tuesday, **November 17**, we will send the media a news release and the report on PARCC results, embargoed until 1:30 p.m.

At 1:30 p.m. on Tuesday, November 17, the news embargo lifts. We will post the 2015 PARCC results on our website, and we will hold a news conference at RIDE to discuss the PARCC results with the media.

We plan to send individual student reports to you between November 16 and November 20 for high-school assessments and between November 23 and December 4, for grades 3 through 8 assessments.

We have a webinar and several meetings scheduled with you and with other school leaders next week to brief you on the PARCC results. Information on these meetings and on additional resources about the PARCC assessments is in the “From RIDE” section of the Field Memo ([below](#)). Information about data-analysis workshops is also in the Field Memo, [below](#).

## **2. Funding Formula Working Group sets meeting schedule**

On October 22, Governor Raimondo established a Working Group to review all aspects of school spending and to recommend changes to the funding formula for aid to education. Through an executive order, Governor Raimondo asked the Working Group to examine whether the formula “is functioning as intended,” with a

particular focus on funding for students with disabilities, for English learners, for career-technical education, and for charter public schools. The group held its initial meeting on Tuesday, and it has scheduled five additional meetings:

- Monday, November 16. New England Institute of Technology, Room S330, 3<sup>rd</sup> floor, 1 New England Tech Blvd., East Greenwich. 5 to 7 p.m.
- Tuesday, November 24. Northern Rhode Island Collaborative, Building B., Suite 104B, 640 George Washington Highway, Lincoln. 5 to 7 p.m.
- Thursday, December 10, East Bay Collaborative (Main Training Room), 317 Market St., Warren
- Thursday, December 17, New England Institute of Technology, Room S330, 3<sup>rd</sup> floor, 1 New England Tech Blvd., East Greenwich. 5 to 7 p.m.
- Monday, December 21, New England Institute of Technology, Room S330, 3<sup>rd</sup> floor, 1 New England Tech Blvd., East Greenwich. 5 to 7 p.m.

All meetings are open to the public. Follow the process on Twitter: #EdFundingRI.

For more information about the Working Group, see the home page of our website, or:

<http://www.ride.ri.gov/FundingFinance/FundingSources/StateEducationAid/FundingFormulaWorkingGroup.aspx>

3. **Reminder: RIDE urges LEAs to enter enrollment data regarding dual, concurrent enrollment**

At present we do not have complete data from all LEAs regarding the number of students enrolled in dual or concurrent enrollment programs. We will shortly report to the Council on Elementary and Secondary Education on the status of our dual-enrollment initiatives and the number of high-school students enrolled in postsecondary institutions. It seems best for a district not to have missing data in this public report. Dual enrollment is a daily data collection, which we must keep up to date through the Enrollment Census. In addition to state reporting of these data, tuition reimbursements depend on the accuracy of this information.

If you have any questions about the dual/concurrent enrollment data collection, please submit a helpdesk ticket, at:

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

#### **4. Advisory Committee members available to work with teams entering XQ Super School Project; deadline, November 15**

There has been a tremendous amount of excitement across Rhode Island for the XQ Super School Project, in which community teams are rethinking high-school design. The deadline to share your concept and confirm eligibility is **November 15**. A dozen Rhode Islanders have offered their time and expertise to serve on the XQ Super School Challenge Advisory Committee. If you intend to submit an entry, the Advisory Committee is available to you to use as a sounding board for your ideas, as thought-partners, or as a third-party reviewer. For the list of Advisory Committee members, please email [info@ride.ri.gov](mailto:info@ride.ri.gov).

We at RIDE and other Rhode Island partners would love to work with and provide support to anyone submitting an application to

participate in this design project. Please let us know if you have a team that's ready to launch or if you have any questions.

### **5. Greene School earns credentials based on character development, quality of student work**

Congratulations to the team at The Greene School, which the national school network [EL Education](#) (formerly Expeditionary Learning) has named as one of 15 newly "credentialed" schools, based on measurements EL Education has established on character development, quality of student work, and test results. The Greene School is the first school in Rhode Island to earn this credential.

### **From RIDE**

#### **Educator Evaluations:**

### **6. RIDE seeks to add sample dual-language and ELL SLOs to website library**

We are working to add sample dual-language and English-language learner (ELL) student-learning objectives (SLOs) to the library on the RIDE website. If teachers in your building work with either a dual-language or an ELL population and have written SLOs, please encourage them to submit their SLO to us. We will work with the teachers directly to prepare their SLOs for posting and will redact all identifying information, such as names of schools, teachers, and students, from any submitted SLOs. Teachers interested in submitting their SLOs should contact [edeval@ride.ri.gov](mailto:edeval@ride.ri.gov) for more information. *Please do not send SLOs to [edeval@ride.ri.gov](mailto:edeval@ride.ri.gov).*

***Assessments:***

**7. RIDE announces updated PARCC results release information; webinars, information meetings to be held next week**

The following timeline of important dates for the release of the 2015 PARCC results has been updated.

RIDE will host a webinar for LEAs to facilitate understanding of the PARCC data files on **Monday** (November 9), at 8:30 a.m. To register, use this link:

<https://attendee.gotowebinar.com/register/6426417135810657026>

You will be able to access and review PARCC results data files via the District Exchange next week (November 9 through 13).

RIDE will conduct PARCC release meetings with superintendents, school-committee chairs, and principals **Monday through Thursday** (November 9 through 12).

Districts and schools will be able to access electronic student reports, rosters, and summary reports for high schools on Monday, November 16, and for grades 3 through 8 on Monday, November 23.

The following support materials are now available:

PARCC Published Report Guidance document:

<http://avocet.pearson.com/PARCC/Home#srDoc=5032&srPage=1>

PARCC Score Report Interpretation Guide for Parents:

<http://avocet.pearson.com/PARCC/Home#srDoc=5050&srPage=1>

“Understand the score” website:

<http://understandthescore.org/>

PARCC released items:

<https://prc.parcconline.org/assessments/parcc-released-items>

[Blank] student report shells available in other languages:

Arabic student report shell:

<http://avocet.pearson.com/PARCC/Home#10832>

Chinese student report shell:

<http://avocet.pearson.com/PARCC/Home#10834>

Haitian Creole student report shell:

<http://avocet.pearson.com/PARCC/Home#10836>

Marshallese student report shell:

<http://avocet.pearson.com/PARCC/Home#10838>

Navajo student report shell:

<http://avocet.pearson.com/PARCC/Home#10840>

Polish student report shell:

<http://avocet.pearson.com/PARCC/Home#10842>

Portuguese student report shell:

<http://avocet.pearson.com/PARCC/Home#10844>

Somali student report shell:

<http://avocet.pearson.com/PARCC/Home#10846>

Spanish student report shell:

<http://avocet.pearson.com/PARCC/Home#10848>

Vietnamese student report shell:

<http://avocet.pearson.com/PARCC/Home#10850>

Pearson will begin mailing hard copies of high-school student reports on **November 16**.

RIDE will release all PARCC results (public report will be posted [here](#), public-reporting website will go live, and results will be accessible via the Instructional Support System) on Tuesday, **November 17**. The results embargo will officially be lifted at 1:30 p.m.

Pearson will begin mailing hard copies of grades 3-8 student reports on **November 23**.

RIDE will provide data-analysis workshops for school and district leadership teams next month. RIDE will provide data analysis workshops for teachers starting in January.

PARCC results will be available on the PARCC Reporting Platform in January.

### **8. RIDE to offer PARCC data-analysis workshops for district, school leadership teams**

To help support the use of PARCC data to inform curriculum, instruction, and professional development decisions, we are offering a PARCC data-analysis workshop designed exclusively for district and school leadership teams. (*Note: RIDE will offer workshops designed specifically for teachers starting in January.*)

The number of participants at each workshop is limited to 40 so as to encourage small-group interaction.

Each district and school should try to schedule its leadership team to attend on the same day during the same session. All sessions at each location cover the same material and are scheduled to last 2½ hours.

*All participants should bring a laptop computer.* The majority of analyses will be done in the Instructional Support System; however, participants are welcome to pre-load their laptops with their school or district PARCC-results data so that they can perform advanced analyses during the workshop and discuss results with fellow team members.

The locations, dates, and times for each workshop are:

*Middletown Administration Building, 26 Oliphant Lane*

**December 1:**

Morning Session: 9 – 11:30 a.m. (doors open at 8:30 a.m.) [Registration link](#)

Afternoon Session: 12:30 – 3 p.m. (doors open at noon) [Registration link](#)

**December 3:**

Morning Session: 9 – 11:30 a.m. (doors open at 8:30 a.m.) [Registration link](#)

Afternoon Session: 12:30 – 3 p.m. (doors open at noon) [Registration link](#)

*CCRI Knight Campus, Room 1134 (next to cafeteria), 400 East Ave, Warwick*

**December 7:**

Morning Session: 9 – 11:30 a.m. (doors open at 8:30 a.m.) [Registration link](#)

Afternoon Session: 12:30 – 3 p.m. (doors open at noon) [Registration link](#)

**December 8:**

Morning Session: 9 – 11:30 a.m. (doors open at 8:30 a.m.) [Registration link](#)

Afternoon Session: 12:30 – 3 p.m. (doors open at noon) [Registration link](#)

*Northern Rhode Island Collaborative, 640 George Washington Highway, Lincoln*

**December 4:**

Morning Session: 9 – 11:30 a.m. (doors open at 8:30 a.m.) [Registration link](#)

Afternoon Session: 12:30 – 3 p.m. (doors open at noon) [Registration link](#)

**December 17:**

Morning Session: 9 – 11:30 a.m. (doors open at 8:30 a.m.) [Registration link](#)

Afternoon Session: 12:30 – 3 p.m. (doors open at noon) [Registration link](#)

If you have questions about these workshops, please send an email to [parcc@ride.ri.gov](mailto:parcc@ride.ri.gov) or contact Dr. Kevon Tucker-Seeley, at 222-8494.

**9. LEAs must validate student registration, update testing details and personal-needs profiles for 2016 PARCC assessments**

Starting in January, RIDE will be performing the initial import of student-registration data for the current school year PARCC assessment using the data submitted to eRIDE. It will be your responsibility to validate the student registration and to update the testing details and the personal-needs profile data in the new student registration and personal-needs profile data file. If you have questions regarding the PARCC technology, please contact Greg Martin, at [Gregory.Martin@ride.ri.gov](mailto:Gregory.Martin@ride.ri.gov) or 222-8495.

***Legal:***

**10. RIDE issues Commissioner's decisions on residency, home schooling, homeless students**

Please see these summaries of three recent Commissioner's decisions:

*Residency*

West Warwick School Department's motion for summary judgment was granted by the Commissioner, who found that the City of Cranston was V. Doe's residency for school purposes when there was no dispute but that V. Doe lived

primarily in Cranston with her father, who shared joint custody:

<http://www2.ride.ri.gov/applications/RideDirectory/DOCS/2015/015-15 W. Warwick vs. Residency of V. Doe v. W. Warwick-Ruling on Motion for Summary Judgment%20102215.pdf>

*Home schooling – Career and Technical Education*

The Motion for Reconsideration is denied because the bases for the original decision remain unaltered and, upon reexamination, the Commissioner draws the same conclusion with respect to South Kingstown’s home schooling policy and the enrollment of Student Doe in the career and technical education program to which other South Kingstown students are provided access.

<http://www2.ride.ri.gov/applications/RideDirectory/DOCS/2015/017-15 B. Doe v. South Kingstown 103015.pdf>

*Homeless-Transportation*

The Petitioner has not established that her daughter is entitled to transportation from Brockton to and from the Rhode Island School for the Deaf under the McKinney-Vento Act because she does not meet the definition of “homeless”; however, the family’s unstable living situation warrants the assistance of the local liaisons and State Coordinators of Homeless Education because the family may soon become homeless:

[http://www2.ride.ri.gov/applications/RideDirectory/DOCS/2015/018-15\\_S.\\_Doe\\_v\\_Pawtucket\\_and\\_Brockton\\_10262015.pdf](http://www2.ride.ri.gov/applications/RideDirectory/DOCS/2015/018-15_S._Doe_v_Pawtucket_and_Brockton_10262015.pdf)

***Data Collection:***

**11. *Reminder: PARCC Results will be available on RIDEMap District Exchange***

On **Monday** (November 9), district- and school-level embargoed PARCC results will be available on the District Exchange within RIDEMap. Administrators and educators will be able to log in to RIDEMap and view files associated with their security permissions within RIDEMap. We recommend that administrators and educators test their login prior to the release date and contact their SSO administrator to resolve any login or permission problems. Instructions for logging into District Exchange and how to download files can be found [here](#).

If you have any questions about how to access RIDEMap or District Exchange, please submit a helpdesk ticket, at:

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

**12. *Reminder: RIDE urges LEAs to ensure that all collection codes are included in their discipline-data reports***

It has come to our attention that not all Student Information Systems have been updated to reflect all of the changes made to the Discipline collection codes over the past few years. In particular, several LEAs do not appear to have three [weapon](#)

[codes](#) that were added for the 2014-15 collection specification. Please review your system to ensure that all of the necessary codes appear in your reference tables. Please reference [this document](#) for further guidance regarding reporting discipline data.

If you have any questions about the discipline collection, please submit a helpdesk ticket, at:

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

**13. *Reminder: Several data collections are open or due this month***

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

- **Tuesday** (November 10): [Non-Public Schools Attestations - Due](#)
- **Thursday** (November 12): [Graduate and Dropout Reporting Data - Due](#)
- **Thursday** (November 12): [Summer Exits Through Enrollment Census](#)
- November 13: [At-Home Instructed Students – Due](#)
- November 13: [June Graduating Class Fall Membership - Due](#)
- November 13: [Non-Certified Staff Report - Due](#)
- November 16: [Graduates, Retentions, and Dropout Reporting SY 14-15 reports - Due](#)
- November 16: [Summer Exits SY 15-16 report - 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.

### From the Governor's Office

#### 14. Governor Raimondo launches Rhode Island Kids' Healthy Recipes Challenge 2015

Please see this message from Governor Gina M. Raimondo:

Healthy families, neighborhoods, and especially kids are so important for Rhode Island's quality of life. There are many ways we can be healthier and eating better is a great way to start. That's why, this year the First Gentleman and I want to hear from kids around the state about their favorite recipes that are both good for you and affordable.

Earlier this week, we announced the start of [The RI Kids' Healthy Recipe Challenge](#), with the generous partnership of the [RI Community Food Bank](#) and [Eat Drink RI](#). The challenge encourages every 5<sup>th</sup> through 8th grader to submit their favorite healthy and affordable recipe by **November 30**.

We'll pick three winners – one starter, one entree, and one dessert – that are healthy, affordable, and delicious. The winners will be invited to join us for a celebration luncheon at the Rhode Island Community Food Bank on Saturday, January 9. Recipes will also be published and posted on my official website!

I am excited to see what yummy meals Rhode Island's kids come up with. We encourage kids to cook from scratch, use local produce, and think about the importance of food groups while using affordable and healthy ingredients.

Entering the contest is easy; just send us your recipe, along with a photo or drawing and an estimation of the cost of the dish.

We can't wait to see what you submit and, more importantly, we can't wait to taste your delicious food!

To apply:

Submit your recipe with a photo or drawing of the dish and estimated cost of preparing the dish by **November 30** to:

RI Kids' Healthy Recipe Challenge  
C/O Governor's Communications Office  
82 Smith St., Room 128  
Providence, R.I. 02903

Participants can also scan and send the submission to [communications@governor.ri.gov](mailto:communications@governor.ri.gov).

Winners will be notified next month and will be invited, along with guests, to attend the 2015 RI Kids' Healthy Luncheon, hosted by the Governor and First Gentleman at the Rhode Island Community Food Bank.

Students from the Food Bank's Community Kitchen culinary job-training program will prepare the meal.

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

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