



**State of New
Hampshire
Department of
Education**

101 Pleasant Street
Concord, NH 03301
(603) 271-3494 or
1-800-339-9900
TDD: 1-800-735-2964
Fax: (603) 271-1953
www.education.nh.gov

For more information
please contact:
Lori Temple
Public Information Officer
(603) 271-6646 or
Lori.Temple@doe.nh.gov

Messages From the Department of Education

January 2014

Table of Contents

Accountability, Assessment, Curriculum, and School Improvement.....	Page 2
Certification	Page 2
Data.....	Page 3
GED/ High School Equivalency	Page 4
Grants and Requests For Proposals (RFP).....	Page 4
Innovations/Initiatives	Page 5
NH High School Redesign.....	Page 6
NH Networks	Page 6
School Approval Standards	Page 7
Special Education.....	Page 8
Professional Development.....	Page 8
Resources	Page 8
Other	
• Awards.....	Page 9
• Contests.....	Page 10
• Grants.....	Page 10
• Misc.	Page 10

ACCOUNTABILITY, ASSESSMENT, CURRICULUM, AND SCHOOL IMPROVEMENT

A. Common Core Assessment and Accountability Guides

The National PTA recently created a new series of state Common Core Assessment and Accountability guides to serve as a resource to parents as states transition to new assessments. These guides include background on the standards and state-specific information about their assessment consortium, the testing timeline, sample test questions, impacts on students, new accountability systems and ways for parents to get involved and support their child's learning at home. Guides are now available at www.pta.org/advocacy/content.cfm?ItemNumber=3816.

Contact: Scott Mantie, (603) 271-3844, Scott.Mantie@doe.nh.gov

B. Usability, Accessibility, and Accommodations Guidelines FAQs

Smarter Balanced states identified frequently asked questions (FAQs) regarding the Usability, Accessibility, and Accommodations Guidelines and developed applicable answers. The resulting document can be found at www.education.nh.gov/spotlight/ccss/sbac.htm#guidelines.

Contact: Scott Mantie, (603) 271-3844, Scott.Mantie@doe.nh.gov

C. Smarter Balanced Stands Out in a Report On Assessment Options

On Monday, December 2, the Michigan Department of Education released a report evaluating 12 assessment options for measuring student progress toward college and career readiness. Smarter Balanced stood out as the clear assessment option. The report and its appendices may be accessed at <http://www.michigan.gov/mde/0,1607,7-140-22709---.00.html> (scroll to near the bottom of the page).

Contact: Scott Mantie, (603) 271-3844, Scott.Mantie@doe.nh.gov

CERTIFICATION

A. Alternatives 4 and 5

Alternative 4 and 5 certification plans are due four (4) weeks from the start of an educator's employment. The educator can be employed in only one area in which the educator has a Statement of Eligibility (SOE). The preferred method of submission is in PDF from the applicant to the Superintendent of Schools who in turn submits to the NH DOE. The Bureau will be offering assistance in this area.

Contact: Rilma Fox, (603) 271-3873, Rilma.Fox@doe.nh.gov

B. Endorsements and HQT

Please make sure all your teachers are highly qualified and certified for the courses they are teaching. To see the areas in question, please login to the Educator Information System (EIS) and click on tabs found on the top of the EIS page ("HQT" or "Uncertified"). It's not too late to clean up any remaining 12-13 problems for the final corrected federal CSPR submission.

Contact: Ginny Clifford, (603) 271-3455, Virginia.Clifford@doe.nh.gov

C. Employment Reporting

Just a reminder that all educators employed with New Hampshire districts must have their employment status updated every year. This includes all SAU office staff, such as the Superintendent, Assistant Superintendent, and Business Administrator. This will affect their ability to renew online if the employment information is not updated. The Bureau of Credentialing is relying on districts to enter accurate data. For technical issues with the i4see uploads please contact i4see.help@doe.nh.gov

Contact: Lisa Landenberger, (603) 271-2409, Lisa.Landenberger@doe.nh.gov

D. Educator Information System (EIS) – Teacher Renewal Form

Employed educators who are due to renew by June 30, 2014 are encouraged to renew online as it has a much quicker turn-around time. All employed educators whose renewals are returned after this date will be charged the \$50.00 late renewal fee.

Contact: Lisa Landenberger, (603) 271-2409, Lisa.Landenberger@doe.nh.gov

DATA

A. i4see Data

a. EOY 2012-13 (End of Year)

All districts are certified for the EOY 2013. Please be sure that the reports “EOY Determination Sign Off” and “ADM Report” have been signed and sent to the Bureau of Data Management. These reports are located on the i4see Work Bench under the Analysis Tab in the “Anomalies and State Reports” section for EOY.

b. BOY 2013-2014 (Beginning of Year):

All districts are certified for the BOY 2014. If your district has not yet done so, please remember the “Public Fall Enrollment Sign Off Report,” located under the Analysis tab for the BOY Reports, should be sent to the Bureau of Data Management as soon as possible. Districts should also sign and send the BOY Reports entitled “High School Dropouts,” “High School Completers,” and “2013 Cohort Report.”

c. Other data issues:

- Please be sure that the Real Time Entry and Withdrawal for High School Students is now in progress. i4see Contacts will be notified by e-mail of any students who withdrew from another NH public high school to transfer into their public high school.
- Course and Class submissions should be completed for all public schools in NH. If you need any assistance, please e-mail us at i4see.help@doe.nh.gov .

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

B. PerformancePLUS Training Opportunities

a. Learning Paths on New Hampshire Networks

Login to the Network and Explore P+ and Data Use at Your Own Pace. Work with your district to consider CEU credit for these on-line courses.

- New PerformancePLUS Reporting

- Data Success Stories
- Response to Instruction
- Understanding Growth Data
- Using PerformancePLUS for Local Data

b. Webinars

The complete list of the free webinars available to school and district staff is available at: www.education.nh.gov/instruction/accountability/data-systems/training.htm. Past webinars can be replayed at <http://nh.eduplanet21.com/community/analyzing-student-data-network/links>. Once signed into the network, go to "Analyzing Student Data" and click on "Links." From this page you will see the links titled "Webinars."

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

GED/ HIGH SCHOOL EQUIVALENCY

A. High School Equivalency Changes

On January 1, 2014, New Hampshire began using the HiSET™ tests developed by Educational Testing Service to assess high school equivalency. Test-takers who pass the HiSET tests will receive the New Hampshire Certificate of High School Equivalency, previously awarded to passers of GED® Tests.

Referral procedures for 16 and 17-year-old students will remain similar to those for GED Testing. Referral forms are available in the High School Equivalency section of the DOE Web site www.education.nh.gov/career/adult/ged_test.htm.

We will continue to offer a continuation of the GED Option program, now called High School Equivalency Preparation Option Program (HSEPOP). Most requirements of the new program are similar to those that were included in the GED Option Program. The application is available at www.education.nh.gov/career/adult/ged_test.htm.

One change that will affect high school registrars is that students who are referred for high school equivalency testing will no longer need to be withdrawn during the testing period. Unlike GED test-takers, HiSET test-takers are allowed to remain enrolled in school. Directions for accounting for HiSET test-takers are available in an i4See Tip Document www.education.nh.gov/data/i4see_tip.htm. Select - High School Equivalency beginning January 2014.

Contact: Debbie Tasker, (603) 271-6701, Deborah.Tasker@doe.nh.gov (high school equivalency testing) or Susan Randall, (603) 271-3809, Susan.Randall@doe.nh.gov (High School Equivalency Preparation Option Program)

GRANTS and REQUESTS FOR PROPOSALS

A. 21st Century Community Learning Grant Competition

The New Hampshire Department of Education's 21st Century Community Learning Center Program announces its 2014 competition for an anticipated \$1.3 million in funding. The program's purpose is to raise student academic achievement through the creation and expansion of community learning centers during out of school time hours that provide

students with academic enrichment opportunities as well as additional activities designed to complement their regular academic program. All schools with a minimum of 30% of the student population identified as recipients of the free/reduced lunch program by October 2013 are eligible to apply. Middle and high schools are eligible if the majority of the feeder elementary schools meet the eligibility criteria. Priority points will be awarded to priority and focus schools. For more information go to www.education.nh.gov/instruction/integrated/title_iv_b_grant.htm.

Contact: Suzanne Birdsall at (603) 520-6263, Suzanne.Birdsall-Stone@doe.nh.gov or Christina MacDonald at (603) 271-7306, Christina.MacDonald@doe.nh.gov

ALL RFPs Can be Found on the Department Web site at
www.education.nh.gov/rfp/index.htm

B. Online Training Development for the National School Lunch Program Through the Administrative Review and Training System Grant

The NH Department of Education (NH DOE) is seeking a contractor to develop ten (10) online training classes based on USDA National School Lunch Program (NSLP) guidance. The purpose of the online trainings is to have one location for foodservice professionals to go to for basic training on the National School Lunch Program. This training will ensure that all foodservice professionals have online access 24/7 to basic USDA NSLP training which will in turn help ensure school foodservice compliance to all regulations for the NSLP. Deadline for Receipt of Proposals: 4:30 p.m. Friday, January 10, 2014.

Contact: Marjorie Schoonmaker, (603) 271-3620, Marjorie.Schoonmaker@doe.nh.gov

INNOVATIONS/INITIATIVES

A. End 68 Hours of Hunger

End 68 Hours of Hunger is a non-profit entity in NH that has recently started distributing food to students within certain schools in NH and Maine <http://end68hoursofhunger.org>. This credible program offers food to needy students for the 68 hours that occur between the time they leave school on Friday to the time they return to school on Monday. The student's food bag is typically brought to the school by End 68 Hours of Hunger program individuals and then distributed to students by a school employee. It was brought to our attention that there may be confidentiality issues occurring in schools that currently run this program. After discussing these issues with the Claire Bloom, Executive Director of End 68 Hours of Hunger, the following steps were outlined to ensure that confidentiality of a student's receipt of the food is not breached.

1. School or SAU employees who work with student free and reduced statuses are not allowed to give anyone working with the program information regarding individual student free and reduced status. Examples of existing alternative methods for determining needy students include; 1) the entire school community parent population is sent an explanatory letter that contains a form to complete for their child's receipt of the food or 2) referrals are obtained from school nurses, guidance counselors, etc.

2. The distribution of the food must be handled in a confidential way. Food bags should not be handed out in the classroom on Friday afternoon. Examples of existing alternative distribution methods in schools include; 1) parents are requested to come into the school to pick up their child's food bag or 2) students who are receiving food bags are asked to come to the office. The bag is given to the student in a private location.

Contact: Cheri White, (603) 271-3860, cheri.white@doe.nh.gov

B. Next Steps NH

The Bureau of Special Education is pleased to announce that the Next Steps NH project is already making a positive impact in New Hampshire. Next Steps NH is funded by a State Personnel Development Grant awarded to the NH Bureau of Special Education from the U.S. Department of Education, Office of Special Education Programs. Next Step NH focuses on developing and sustaining the skills of New Hampshire school district personnel and families to increase the number of students with disabilities graduating from high school that are college and career ready. The outcomes of the grant will move the State from a compliance focus to a deeper, more comprehensive evidence-based approach to transition planning. Two exciting ways that this is being accomplished are by collaborating with New Hampshire Vocational Rehabilitation and the New Hampshire Transition Community of Practice (NH CoP). For more information visit our Web site at www.education.nh.gov/instruction/special_ed/nextstepsnh.htm.

Contact: Mary Steady, (603) 271-3730, Mary.Steady@doe.nh.gov

NH HIGH SCHOOL REDESIGN

A. High School Redesign in Action

High School Redesign in Action is the New England Secondary School Consortium's fifth annual conference for educators across the country to share success stories, exchange best practices, and continue to build momentum for innovations that will prepare all students for success in the colleges, careers, and communities of the 21st century. This conference is taking place in Norwood, MA on March 20-21, 2014. To register or for more information go to <http://newenglandssc.org/conference>.

NH NETWORKS

A. NH Networks

The NH Networks are buzzing with discussions, sharing, and learning. The Network is an online platform with features that let users connect to educators, reach out to experts in the field, explore hundreds of curated resources in its KnowledgeBase library and join the communities and networks that are being launched across the state. For more information please go to www.education.nh.gov/networks.

Contact: Ashley Frame, (603) 271-6579, Ashley.Frame@doe.nh.gov.

B. Title III

The NH DOE Title III Office has opened a new English Learners Network within the New Hampshire Networks. The focus of the English Language Learners network is to create a professional learning community where educators can explore and share resources, engage in exciting discussions, learn about transformative instructional strategies, promote events and more.

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

SCHOOL APPROVAL STANDARDS

This section applies to both public and non-public schools

A. Public School Approval

RSA 193-E:3-b, *Accountability for the Opportunity for an Adequate Education*, requires school officials to submit a narrative explanation detailing how their school complies with each of 12 applicable minimum standards included in the definition of an “opportunity for an adequate education” at least once every two years. This submission is accomplished through the online Input Based Accountability System (IBAS) Survey. Principals required to complete the IBAS Survey were notified in November. If the Survey hasn’t yet been completed, please do so as soon as possible so the superintendent can review and submit the Survey by **January 31, 2014**. The IBAS Survey can be found in the MyDOE Single Sign-On System at: <https://my.doe.nh.gov/myNHDOE>. Principals of schools with an approval status expiring June 2014 are required to answer all the questions in the IBAS Survey **and** submit fire and health inspection reports to the Office of School Approval. Health inspection forms are available on the Department’s Web site at www.education.nh.gov/program/school_approval/public_approval_forms.htm. If the principal or superintendent has changed, it is important for the new person to work with the district’s i4see coordinator to obtain access to the IBAS Survey and other Department of Education surveys.

Contact: Marie Morgan, (603) 271-4125, Marie.Morgan@doe.nh.gov

B. Nonpublic School Advisory Council

The Nonpublic School Advisory Council (NPSAC) was established under Ed 400 to perform duties assigned by the State Board of Education related to nonpublic schools, to facilitate communications between the Department of Education and nonpublic schools, and to raise issues of concern to nonpublic schools. The NPSAC consists of 21 members. Recently a position was created for a public school official to serve on the Council. Persons interested in serving on the Council for a three year term are encouraged to submit a brief resume and cover letter explaining their interest in the position to Dr. Judith Fillion at Judith.Fillion@doe.nh.gov. More information regarding the Council, its meeting calendar, and past meeting minutes are available on the Department’s Web site at www.education.nh.gov/program/school_approval/non_public_council.htm.

Contact: Leslie Higgins, (603) 271-3759, Leslie.Higgins@doe.nh.gov or
Marie Morgan, (603) 271-4125, Marie.Morgan@doe.nh.gov

SPECIAL EDUCATION

A. Surrogate Parent Program

The Educational Surrogate Parent Program, coordinated by the New Hampshire Department of Education, Bureau of Special Education, is a volunteer program designed to provide a child with a disability with an educational surrogate parent to act as the child's educational decision-maker. As the educational decision-maker you would participate in a child's special education team meetings. The NH DOE requires applicants to participate in a nine-hour training, which is offered at no cost to applicants. The training includes information on the special education process and related topics. (Professional Development credits are available for this training.)

Training Schedule

- Saturday, April 12, 2014, Plymouth, NH (9:00 a.m.-5:00 p.m.)
- Saturday, May 10, 2014, Portsmouth, NH (9:00 a.m.-5:00 p.m.)
- Saturday, June 7, 2014, Conway or Concord, NH (9:00 a.m.-5:00 p.m.)

Contact: Amy Jenks, (603) 271-3842, Amy.Jenks@doe.nh.gov

PROFESSIONAL DEVELOPMENT

A. Integrated Arts Conference

The Placing the Arts at the Heart Conference will take place January 24, 2014 from 8:30 a.m. – 4:45 p.m. at Plymouth State University. Elementary and secondary school teachers are invited to participate in the annual Educational Theatre Collaborative Integrated Arts Conference. This one-day event offers professional development and continuing education workshops. Arts educators and artists learn how to integrate visual art, music, drama and writing into their curriculum, based on the theme of this year's production, *Oliver*. Learn to connect to the Common Core and the new National Core Arts Standards with other educators, administrators, and artists. To register or for more information go to www.plymouth.edu/outreach/etc/integrated-arts-conference.

B. Learning Forward New Hampshire Conference

Please SAVE THE DATE for the Learning Forward...Moving Forward: From Standards for Professional Learning to New Hampshire Master Plans Conference on Friday, March 21, 2014 at SNHU in Manchester. Registration will be available at www.lfnh.org.

Contact: Lisa Kaim, Lisa.Kaim@doe.nh.gov, (603) 271-8049

RESOURCES

A. Counseling on Access to Lethal Means (CALM)

CALM was a part of a recommendation made at a Child Fatality Review Committee meeting where a youth suicide by firearm in the home was reviewed. CALM is a 2-hour training (that can be shortened to 90 minutes) and would be most appropriate for guidance counselors, school nurses, and other school staff who are part of school activities, (e.g. drama club, coaches, etc...) and how they can reduce the risk of a firearm suicide for any students for which there is concern. It is not an "anti gun" training. Two CEUs from the National Association of Social Workers will be awarded for this training. This is offered free of charge.

If anyone is interested in knowing more about CALM, similar resources, and/or wants to discuss training possibilities, please contact Elizabeth Fenner-Lukaitis, Acute Care Services Coordinator, NH Bureau of Behavioral Health, at (603) 271-5028 or ElizabethFL@dhhs.state.nh.us.

Some Web sites for information and resources for suicide are:

- www.SPRC.org
- www.AFSP.org
- www.suicidology.org
- www.theconnectproject.org.

B. Educator's Guide to the Universe

The McAuliffe-Shepard Discovery Center offers educational programming, field trips, outreach programs, teacher workshops and symposiums. *The Educator's Guide to the Universe* includes information for the 2013-2014 school year. The guide can be found at www.starhop.com/education-and-exploration/programs/educator-resources.aspx.

C. Parent Toolkit

NBC News Education Nation created an easily accessible Parent Toolkit to help parents participate in their children's academic success and personal growth. The Parent Toolkit will be a one-stop-shop for parents as a Web site and mobile app. The goals of this toolkit are to give parents a resource that establishes a clear understanding of what is expected of their children at each step in their academic journey from pre-K through 12th grade and provide a comprehensive set of tips and tools to help them engage in and monitor their children's academic development. The site is available at www.ParentToolkit.com.

OTHER

LifeChanger of the Year Award

LifeChanger of the Year is an annual program that recognizes and rewards K-12 school district educators and employees from around the country who are making a difference in the lives of students by exemplifying excellence, positive influence and leadership. Nominees must be full-time educators, teachers, principals, or any member of the school's staff who makes a positive difference in the lives of students. Each year ten national winners are selected to receive a personal cash award and a matching donation for their school. This year's Grand Prize is \$10,000. For more information go to www.lifechangeroftheyearnominees.com. Nominations will be accepted until January 31, 2014 for the 2013-2014 school year.

National Youth Science Camp

Applications to represent New Hampshire at the 2014 National Youth Science Camp (NYSC) are open. Two high school seniors will receive a full scholarship to exchange ideas with scientists and other professionals from the academic and corporate worlds. The nearly month-long experience includes lectures and hands-on research projects presented by scientists from across the nation; overnight camping trips into the Monogahela National Forest; and a visit to Washington, D.C. The selected delegates must not only demonstrate academic achievement in science, but also show potential for thoughtful scientific leadership.

The NYSC experience is offered at no cost to its participants, so that selected delegates may attend regardless of their financial status. To apply or for more information go to www.nysf.org. Applications must be submitted by March 1, 2014.

Clean Tech Competition

The Clean Tech Competition is a global research and design challenge for students ages 15-18 that promotes educational trends towards student-led, project-based learning. This year's theme, "A Solution to Pollution" challenges teams of student innovators to design a clean technology solution to this real-world problem. Students will work in teams to research a specific issue and design a solution. Finalist teams will then be given a stipend and paired with an expert mentor to turn their idea into a prototype. For more detailed information, please visit our website at www.cleantechcompetition.org.

Teen Summer Reading Program Video Challenge.

The Young Adult Librarians of New Hampshire announces the 2014 Teen Video Challenge, part of a national competition, that asks teens to create 30- to 90-second public service announcements that promote reading and using public libraries. Using the Collaborative Summer Library Program's (CSLP) 2014 national slogan for teens, "Spark a Reaction," teens are asked to incorporate themes from science into their videos. New Hampshire's top entry will be awarded \$275, with the winner's public library receiving \$125. Each participating state's winning video will join other state winners as official national CSLP 2014 Teen Video champions and will be used to promote summer reading across the United States. Deadline to enter is February 14, 2014. For more information go to <http://yals.nhlibrarians.org>.

Wildlife Action Grants Available

Teachers and community members interested in involving youth to make a difference for wildlife through habitat projects on schoolyards, public areas or community lands can apply to the Homes for Wildlife Action Grant Program for start-up funds. This New Hampshire Fish and Game Department program provides mini-grants of \$300-\$600. Habitat projects create spaces for outdoor learning, and can range from a butterfly garden to shrubs for birds to a pond for amphibians – your imagination is the limit.

The deadline for submitting proposals is February 1, 2014. For more information visit www.wildnh.com/Education/project_HOME.html and download the packet, or write to Marilyn Wyzga, Public Affairs Division, N.H. Fish and Game Department, 11 Hazen Drive, Concord, N.H. 03301; e-mail marilyn.wyzga@wildlife.nh.gov; or call (603) 271-3211. For more resources for teachers from the New Hampshire Fish and Game Department, visit www.wildnh.com/Education/education.htm.

Registration is Open for the Plunge or Dip

(Penguin Plunge, High School Plunge, Winni Dip, and High School Dip)

The Plunges or the Dips are fundraising events that benefit Special Olympics New Hampshire. Participants raise funds to run into the ice-cold Atlantic Ocean at Hampton Beach or into ice-cold Lake Winnepesaukee. To register or for more information go to www.sonh.org.