



October Dates

Thursday, Oct. 8
Note-Taking and Making
Meaning from Texts
8:30-11:30 at MS 390 OR
12:00-3:00 at AED

Wed., Oct. 14, 12:00-4:00
PSO Network Meeting
AED (100 Fifth Ave., 8th fl.)

Monday, Oct. 19, 4:00-5:30
Young Adolescent
Development
MS 22 (270 E. 167th St., Bronx)

Wed., Oct. 21, 12:00-5:00
CCL Program (MSLP)
MS 390 (1930 Andrews Ave.,
Bronx)

Wed., Oct. 28, 4:00-5:30
ARIS Connect Workshop
TBD

Friday, Oct. 30
Complete Special Education
Integration Survey

AED
100 Fifth Ave.
New York, NY 10011
Phone: 212-367-4594
E-mail: info@middlestart.org

www.middlestart.org

Dear Partners,

The AED team continues to be both impressed and inspired by the strides our network is making in meeting the needs of our 3,700 plus young adolescents. As we work individually and collectively to ensure that a greater number of our children are well on the pathway to high school success, I wanted to highlight several key upcoming network events that are targeted at supporting our critically important work.

The year-long focus on literacy teaching and learning continues next week with a professional development session with literacy expert Laura Rigolosi that will focus on helping students use specific strategies to make meaning of text. Please encourage teachers across the content areas to attend either Bronx or Manhattan session. Please RSVP by Tuesday with Aurelia at aenache@aed.org and indicate which session the members will attend.

On October 14th we will hold our first Principals' Network Meeting from 12:00-4:00 at AED. Parking is available on 15th between 5th and 6th. AED will reimburse for parking. The work will involve tuning a rubric designed to support high function professional learning communities at our schools and planning the November 20-21st Network Retreat.

The CASEL Institute on November 2 and 3rd will provide specific strategies to support Social and Emotional Learning for students. Schools can send a team of four that includes an administrator. We have capacity for 36 participants. Slots will be filled on a first come first serve basis so please RSVP with Aurelia at aenache@aed.org ASAP.

Please let me know if there are areas where you need additional support from AED and we will do our best to provide them to you.

In Partnership,

Calvin and the PSO Team

SAF News

Inquiry Teams 2009-10

Plans for support for Inquiry teams are underway. For this 2009- 2010 school year Kim Outerbridge, SATIF and Patrice Williams will split the PSO schools in order to deepen the focus and support of the school teams. AED's vision is to aid schools in maintaining meaningful teams that are focused on student outcomes.

- Schools that will be supported by Kim Outerbridge:
MS 80, IS 254, MS 366, MS 448
- Schools that will be supported by Patrice Williams:
JHS 22, MS 244, MS 256, GNSS 381, MS 390, MS 421



AED PSO Support Services – October 2009

Note-Taking and Making Meaning from Texts: A Workshop for All Content Areas
Part of the Literacy Across the Curriculum Series (Coaches and content teachers interested in literacy)

Thursday, October 8, 9:00-11:30 at MS 390 (1930 Andrews Ave., Bronx)

or

12:30-3:00 at AED (100 Fifth Ave. at 15th St., 8th Fl., Manhattan)

This workshop will be offered in two sessions (participants can select the time that fits best)

AED PSO Network Meeting (Principals)

Wednesday, October 14, 12:00-4:00 (Lunch provided)

AED (100 Fifth Ave. at 15th St., 8th Fl., Manhattan)

Young Adolescent Development (First and second year teachers or teachers who have not taken a YAD workshop)

Monday, October 19, 4:00-5:30

MS 22 (270 E. 167th St., Bronx)

CCL Conflict Program (MSLP Principals)

Wednesday, October 21, 12:00-5:00 (Lunch served at 12:00)

MS 390 (1930 Andrews Ave., Bronx)

ARIS Connect Workshop

Wednesday, October 28, 4:00-5:30

TBD

***** November *****

CASEL – Social and Emotional Learning (Teams of 4 including principal or AP)

Monday and Tuesday, November 2nd and 3rd, 8:30-3:00

MS 390 (1930 Andrews Ave., Bronx)

PSO Principals' Retreat

Friday and Saturday, November 20 and 21

Location: TBD



Please register the participants you will be sending to each workshop with Aurelia Enache at: aenache@aed.org. Questions? Call 212.367.4575

Reminders

Identify a Data Specialist

Deadline: October 2

If you have not already done so, please assign a data specialist in Galaxy by **October 2**. [Click here](#) for more details and instructions.

Submit Mentoring Plan

Deadline: October 14

The updated Mentor Tracking System (MTS) is now available. You should complete your school's 2009-10 mentoring plan MTS by **Wednesday, October 14**. New teachers should already have begun participating in mentoring sessions, but mentors can now begin recording these sessions online. For more information about the system and to read the New and Early Career Teacher Development Guide for Principals, [visit the Principals' Portal](#).

Order Core Curriculum Residual Materials

Deadline: October 21

If your school has not ordered Core Curriculum materials or did not order a sufficient amount, you can place a residual order for additional materials through the by calling (718) 935-3334 or e-mailing curriculum@schools.nyc.gov by **October 21**. After that date, you will be able to purchase materials using FAMIS.

After October 21st, you will be able to purchase Core Curriculum materials through E-Catalog in the FAMIS Purchasing Portal.

Complete Special Education Integration Survey

Deadline: October 30

All non-District 75 schools that have self-contained special education classes will be able to complete the annual Special Education Integration Survey **starting October 1**. The survey will be available on your ATS printer starting that day. Special education teachers should complete the survey, and a designated member of your staff should enter the data into ATS by **October 30**. This survey tracks the number of periods students in self-contained special education classes spend in general education, helping us more accurately report the extent to which these students are integrated into general education.

[Visit the Principals' Portal](#) for detailed instructions. If you have problems printing the

survey, contact Quin Werthauer at qwertha@schools.nyc.gov.

Submit School and Youth Development Consolidated Plan

Deadline: November 6

Please [submit your annual School and Youth Development Consolidated Plan online](#) by **November 6**. This plan outlines the ways you will provide support to students in a number of areas. [Click here](#) to complete your plan (the link works only from a DOE computer using your—the principal's—username and password).

Visit the Principals' Portal for more information on the [consolidated plan](#), including the new [Service in Schools component](#). If you have questions, please contact the Office of School and Youth Development's Research & Resource Center at OSYDHELP@schools.nyc.gov or (718) 935-4357.

New Inquiry Spaces in ARIS Connect

Beginning this week, collaborative teams can use [Inquiry Spaces in ARIS Connect](#) to reflect on, share, and document their work. Inquiry Spaces allow your school's collaborative teams to easily access and post resources, share their work, and find other teams engaged in similar work. Please encourage each collaborative teacher team engaged in inquiry work at your school to create an Inquiry Space by **December 15**. [Click here](#) for more information on how to get started with Inquiry Spaces. If you have additional questions, please contact your network leader or superintendent.

Distribute Letter on School Lunch Program

If you have not already done so, please [download this letter](#) about the school lunch program (available in English and other languages) and distribute it to families of all your students. The letter outlines how families can significantly save on the costs of nutritious meals for their children by submitting a School Meals Application (Form 1041). It also reminds families that if they did not submit the form last year or have not submitted a form this year, their children must pay the full \$1.50 cost for each lunch. If your school has not yet distributed 1041 forms to all of your students, please distribute the form with this letter as soon as possible.

For additional information, contact the Office of SchoolFood Help Desk at (718) 707-4400.