

What Every

# INSTRUCTIONAL LEADER



NEEDS TO KNOW

*January 2018*



MISSISSIPPI  
DEPARTMENT OF  
EDUCATION

Ensuring a bright future for every child

# STATE BOARD OF EDUCATION GOALS

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1

## **ALL STUDENTS PROFICIENT AND SHOWING GROWTH IN ALL ASSESSED AREAS**

- Implement the Literacy-Based Promotion Act with fidelity
- Continue implementing the MS College and Career Readiness Standards

2

## **EVERY STUDENT GRADUATES FROM HIGH SCHOOL AND IS READY FOR COLLEGE AND CAREER**

- All students enter Mississippi colleges prepared for credit-bearing courses
- All students graduate prepared for careers, meeting academic and employability standards
- Increase the number and percentage of students participating in and successfully completing advanced coursework, including AP, dual enrollment, articulated credit, STEM pathways and national certifications

3

## **EVERY CHILD HAS ACCESS TO A HIGH-QUALITY EARLY CHILDHOOD PROGRAM**

- Define a high-quality early childhood model and share the model with all stakeholders
- Increase access to high-quality early childhood programs

4

## **EVERY SCHOOL HAS EFFECTIVE TEACHERS AND LEADERS**

- Increase the percentage of educators rated Effective or above on the state evaluation systems
- Raise the academic standards in Mississippi teacher-preparation programs

5

## **EVERY COMMUNITY IS EFFECTIVELY USING A WORLD-CLASS DATA SYSTEM TO IMPROVE STUDENT OUTCOMES**

- Modernize current student information system to become a state-of-the-art data system
- Revise the Office of Technology and Strategic Services plan

6

## **EVERY SCHOOL AND DISTRICT IS RATED “C” OR HIGHER**

- Improve academic outcomes in Targeted Support and Improvement Schools and Comprehensive Support and Improvement Schools
- Improve academic outcomes in schools under Districts of Transformation
- Establish an Achievement School District (ASD)

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## Publication Overview

### Office of the Chief Academic Officer

*Dr. Kim S. Benton*



In an effort to keep instructional leaders informed, the Mississippi Department of Education, through the Office of Academic Education, would like to provide this broad overview of various program offices within the agency, along with their contact information and key initiatives. It is our hope that you will find this semi-annual update useful as you continue to serve students in our great state.

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# Professional Development PRIORITIES



## Additional PROFESSIONAL DEVELOPMENT OPPORTUNITIES

**ARTS**  
GRADE SPAN: PK-12  
SBE GOALS: 2, 4

**COUNSELING**  
GRADE SPAN: K-12  
SBE GOALS: 1, 2, 4, 6

**DATA ANALYSIS**  
GRADE SPAN: PK-12  
SBE GOALS: 1, 2, 3, 4, 5, 6

**DYSLEXIA**  
GRADE SPAN: K-12  
SBE GOALS: 1, 2, 4, 6

**ELA**  
GRADE SPAN: K-12  
SBE GOALS: 1, 2, 4, 6

**GIFTED EDUCATION**  
GRADE SPAN: 2-8  
SBE GOALS: 1, 2, 3, 4, 6

**MATH**  
GRADE SPAN: K-12  
SBE GOALS: 1, 2, 4, 6

**MULTI-TIERED  
SYSTEM OF SUPPORT**  
GRADE SPAN: K-12  
SBE GOALS: 1, 2, 4, 6

**ORTON  
GILLINGHAM**  
GRADE SPAN: PK-5  
SBE GOALS: 1, 2, 4, 6

**SOCIAL STUDIES  
(MARCH 2018)**  
GRADE SPAN: K-12  
SBE GOALS: 1, 2, 4, 6

**UNIVERSAL DESIGN  
FOR LEARNING**  
GRADE SPAN: PK-12  
SBE GOALS: 1, 2, 4, 6

**WRITING**  
GRADE SPAN: K-5 | 6-12  
SBE GOALS: 1, 2, 4, 6

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## Every Student Succeeds Act (ESSA)

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### What we do...

- Engage with stakeholders in the development of Mississippi's response to ESSA
- Coordinate efforts across offices within the Mississippi Department of Education

## What you need to know...

- **What is ESSA?** In 2015, Congress passed the Every Student Succeeds Act (ESSA), a reauthorization of the Elementary and Secondary Education Act of 1965. The federal education law is primarily focused on historically disadvantaged students. ESSA replaced No Child Left Behind (NCLB).
- **Long-term goals** – Each state is setting ambitious, long-term goals and interim benchmarks of student progress based on assessment proficiency, graduation rate, and progress toward English proficiency for English learners. More ambitious goals will be set for groups that are further behind so that significant progress can be made in closing gaps.
- **Accountability** – Mississippi does not plan to make changes to the current accountability system at this time, other than through the addition of an indicator to measure progress to English proficiency for English Learners.
- **Reporting** – ESSA requires disaggregated data be reported on factors such as achievement, graduation rate, assessment participation, discipline rates, advanced coursework access, and similar indicators.
- **School improvement** – ESSA places the primary responsibility for improving low-performing schools at the school district, with the support of the state.
- **Teacher & Leader Quality** – States and districts must ensure that low-income students and students of color are not taught at disproportionate rates by ineffective, out-of-field, or inexperienced teachers.
- **Evidence-based programs** – ESSA requires that districts and schools, particularly those identified for Comprehensive or Targeted Support and Improvement, use evidence-based practices. Evidence-based practices have to provide a track record of success. ESSA's definition of "evidence-based" includes 4 levels of evidence. The top 3 levels require findings of a statistically significant effect on improving student outcomes or other relevant outcomes based on an experimental study, a quasi-experimental study, or a correlational study. Websites such as the *What Works Clearinghouse* or the *PEW Results First Clearinghouse Database* offer listings of some evidence-based programs.

## Accreditation

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### What we do...

- Administer the state's performance-based accreditation system for public schools and the accreditation system for nonpublic schools electing to seek accreditation from the State Board of Education
- Monitor school districts to verify compliance with applicable accreditation requirements through (1) investigative evaluations (complaints against school districts), (2) annual personnel data reports, and (3) reports from other state or federal programs
- Provide technical assistance and training on matters related to the *Mississippi Public Schools Accountability Standards*

## What you need to know...

- **Mississippi Public Schools Accountability Standards** – The Office of Accreditation will be convening an Accreditation Task Force to review and revise the *Mississippi Public School Accountability Standards* during the 2017-2018 school year for implementation in 2018-2019.
- To access the current edition of the *Mississippi Public Schools Accountability Standards*, visit the Office of Accreditation website at <http://www.mdek12.org/accred>.

## Career and Technical Education

### Get in touch with us...

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### What we do...

- Create and maintain middle school programs that prepare students for high school work (ICT1, ICT2, STEM)
- Create and maintain high school workforce readiness programs that link to high skill, high wage jobs and post-secondary education
- Oversee 10 student organizations that provide opportunities for students to learn leadership and communication skills
- Oversee all financial and audit responsibilities for Career and Technical Education

### What you need to know...

- **Work Based Learning** – We are in the process of developing programs so that all Career and Technical students will have an opportunity to participate in internships, job shadowing, paid work and entrepreneurship programs to gain real world experiences before they move into the world of work or post-secondary education
- **Computer Science for Mississippi (CS4MS)** – As computerization becomes more and more embedded into our everyday and work lives, students need access to computer science training at a much earlier age. CS4MS is being piloted in 35 districts now with more to come in 2017-18. This program begins in the K-5 area with 20-40 hours of training per year. Middle school programs are being developed now with the intention of a K-12 spectrum of courses to be developed over a 3 year period of time that will have every student prepared for the 21<sup>st</sup> century needs.



## Child Nutrition

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### What we do...

- Administer USDA special nutrition programs, including the National School Lunch & School Breakfast Programs, Child and Adult Care Food Program, Summer Food Service Program, and USDA Foods distribution
- Operate the MS Statewide Purchasing System, providing over 650 high quality and student approved items at a substantial cost savings to schools and other participating organizations
- Provide training and technical assistance for participating organizations' staff

### What you need to know...

- **Mississippi Recipes for Success (MRS)** – This free resource provides hundreds of recipes for use in school food service that have been thoroughly tested for yield, flavor and quality, and comply with all USDA nutrition standards. MRS is available in print or online format, with complete nutrient analysis for each recipe: <http://mrs.mdek12.org/>.
- **Summer Food Service Program (SFSP)** – More than half of the State's school districts participate in the Summer Food Service Program, reaching children who don't have access to healthy meals when school is out. The SFSP offers flexibility in meal types and service locations, with no minimum number of sites. Please contact our office to inquire about joining the SFSP or expanding your district's participation. <https://www.youtube.com/watch?v=KkLGTOfRr8w>
- **Healthier US School Challenge (HUSSC)** – This initiative rewards schools for their demonstrated commitment to a healthier school environment through nutrition and physical fitness. HUSSC is a "win-win-win" for schools: successfully complete the challenge and your school will receive a monetary award, public recognition by the USDA and a happy and healthy student body. With State matching funds, awards range from \$2,000-\$8,000 per school!

## Compulsory School Attendance Enforcement

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### What we do...

- Ensure that all students between the ages of 6 and 17 are enrolled and attending a public, private or home school (MS. Code 37-13-91)
- Ensure that educational services are provided to youth in Juvenile Detention Centers (MS. Code 43-21-321)
- Ensure that educational services are provided for students placed in Alternative Education (MS. Code 37-13-92)
- Mandated Reporting (MS. Code 43-21-353)
- Foster Care Enrollment (Fostering Connections, ESSA)

### What you need to know...

- **Mandated Reporting** – This requirement is for identifying and reporting suspected cases of abuse and neglect to the Mississippi Department of Child Protection Services (1-800-222-8000).
- **Educational Stability for Children in Foster Care** – The new Title I foster care requirements and Fostering Connections ensure that children in foster care experience minimal educational disruption as the result of foster care placement and receive the same opportunities as their peers to develop the skills necessary to be successful in school and life. To aid districts in complying with the regulation, a guidance document and associated training materials have been developed. These documents will assist in making the best educational determination for students placed in foster care (Guidance document was released in January 2017.)
- **Juvenile Detention Center (JDC) Education Programs** – Training and Technical Assistance meetings will be held on a quarterly basis with JDC education program sponsoring school districts (Next meeting scheduled for January 25, 2018).
  - Each district must have two (2) points of contact to retrieve and disseminate student records, if requested, by any of the detention facilities.
  - All districts share equally in the cost of the educational services for student detainees primary based juvenile detention of record. The sponsoring district is named by the court as the “fiscal” agent and they are given the primary responsibility for the educational setting and instruction. All districts, including the sponsoring district, share in the total cost of the educational program.

## Counseling, Special Programs and Support Services

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### What we do...

- Districts of Innovation, Early College High Schools, Advanced Placement, Project Lead the Way, Dual Credit, and ACT Initiatives
- Dropout Prevention and Restructuring
- MS Virtual Public Schools
- Student Service Coordinators — Provide special population students support for experiencing success in their chosen career and technical education programs. Student Services Coordinators may provide instruction for the disadvantaged career and technical student in areas including mathematics, reading, and writing, in addition to any assistance needed in their career and technical classes.
- Academic Counselors — Provide resources for school counselors to aid students in developing knowledge and skills to handle challenges and to complete a college and career ready program so that they are better prepared for postsecondary success
- Career and Technical Education Counselors — Deliver technical assistance and various PD opportunities regarding the roles and responsibilities for Career and Technical Education Counselors and Student Service Coordinators determined by the Carl D. Perkins Career and Technical Education Act

### What you need to know...

- **Early Warning System** –The Mississippi Department of Education developed the Early Warning System (EWS) to assist school districts and schools in their efforts to help students succeed academically and emerge from Mississippi high schools well prepared for college and careers. This guide provides information on how to effectively use data to identify, support, and monitor “at-risk” students in grades K-12. Visit [MDE early-warning-system-district-guidance-document](#)
- **Project Lead the Way, CTE, and Robotics Grants** – The Office of Secondary Education periodically lists grants to enhance or implement science and engineering programs in middle and high schools. Check the website seasonally for opportunities to apply at [www.mde.k12.ms.us/PN/requests-for-proposals-\(rfp\)](http://www.mde.k12.ms.us/PN/requests-for-proposals-(rfp))

- **AP Summer Institute Grant** – This grant is awarded to districts based on district need for new AP programs and teachers. The funds will pay for new teachers to attend the AP Summer Institute in the four core subject areas and in Computer Science Principles. The application will be available online in March 2018.
  - **District of Innovation** – The Application for District of Innovation was made available online in July 2017 and due to the Office of Secondary Education at the end of November 2017. Qualifying districts will attend an interview as part of the selection process and the 2018 Districts of Innovation list will be announced at the February 2018 State Board of Education meeting.
  - **Non-traditional Grant Allocation** – This grant is awarded to Special Populations programs within school districts. The funds must be used to promote nontraditional careers. Many schools use the funding to provide college scholarships for nontraditional students who attend a Career and Technical Education Center. This mini-grant provides up to \$650 per Student Service Coordinator. MDE recently awarded 50 Nontraditional Grants to those programs approved through the application process.
  - **Job Scout** – The National Strategic Planning and Analysis Research Center (NSPARC) at Mississippi State University has created a new career exploration and interest inventory app that will replace *MS Choices* called *Job Scout*. *Job Scout* will be aligned to MS resources that relate to MS jobs and postsecondary opportunities. This app will also have an interest inventory and can be used by students on their Smart phones. This web-based application will be free to all school districts and students.
  - **Individual Success Plan** – Process Standard 14.1.4: The Individual Success Plan (ISP) is a personalized plan for all students in grades 7-12 (pending approval). School districts, using this document as a resource, should select activities to guide students in exploring strengths and interests, connect strengths and interests to a career pathway, and set career and academic goals based on a chosen pathway.
  - **MS Career Resource Guidance Document** – Guidance document to districts on creating a “college-going culture” and preparing students to make postsecondary decisions. This document includes the ISP and other designated activities at grade levels 6-12. This includes an appendix of materials related to academic success.
  - **MS Career Guidance Standards: K-5 & 6-12** – Guidance documents online include objectives, lessons, and resources for all grades with an emphasis on career exploration and awareness for grades K-5 and educational and career planning for grades 6-12.
-

## District and School Performance

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### What we do...

- Produce and report district and school accountability ratings that reflect performance through given indicators
- Facilitate the inclusion of all stakeholders through established methods and nationally recognized best practices
- Ensure compliance with federally and state mandated accountability standards and reporting requirements
- Assist districts and schools with data quality issues to ensure accurate accountability results

## What you need to know...

- **ESSA compliance changes** – In order to meet requirements under the Every Student Succeeds Act (ESSA), the use of apportioning in the four-year graduation rate calculation will be discontinued. Also, a new English Language Learner component will be added to the Accountability Model in 2018. Decisions on these changes will be made through stakeholder engagement and included in the State Comprehensive ESSA Plan.
- **Data Quality Improvement** – Quality data from the district level is very important to many accountability measures. It is therefore important that the MDE work with districts to ensure accurate data is transmitted through MSIS. Increased efforts in communication and training as well as data audits will be conducted through the Office of District and School Performance.
- **Accountability Task Force** – The MDE has been working with the Accountability Task Force to discuss suggestions and proposed changes to the Mississippi Statewide Accountability System. The Task Force will continue to meet monthly to work through proposed changes to accountability rules and help to ensure that the Accountability System accurately reflects school and district performance.

## Early Childhood

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### What we do...

- Provide guidance, standards, and supports for public school Pre-K and Kindergarten settings
- Provide professional development and technical assistance to Pre-K and Kindergarten teachers and administrators
- Coordinate and facilitate the Early Learning Collaborative Grant Program

## What you need to know...

- **Early Learning Guidelines** – The Early Learning Guidelines are being revised. The revised document will be sent to the Mississippi Secretary of State through the APA process to gain comments from the public.
- **Brigance Screen III named as the Comprehensive Early Learning Observation Screener (CELOS)** – The Comprehensive Early Learning Observation Screener is a developmental screening tool to be used in Early Learning Collaborative classrooms as well as all other funded Pre-K classrooms to support early detection of delays in the development of children. The Brigance Screener will be conducted in the Fall and Spring of each academic year.
- **Classroom Assessment Scoring System (CLASS)** - CLASS is an observation instrument to assess classroom quality in preschool classrooms through three dimensions: Emotional Support, Classroom Organization, and Instructional Support. All public school and collaborative Pre-Kindergarten classrooms will be monitored using this system. Public Pre-K classrooms will be monitored during the 2017-2018 school year based on the Accreditation cyclical monitoring schedule.

- **Effectiveness Evaluation Plan** – Schools providing services to Pre-K children will receive an evaluation to ensure the quality and effectiveness of services on improving children’s learning and well-being. Evaluation occurs for the Early Learning Collaboratives and other Pre-K classrooms (e.g. Title I, local-funded, tuition-based) in Mississippi public schools. The evaluation consists of two parts: rate of readiness and monitoring. Please find the complete plan at [www.mdek12.org/ec](http://www.mdek12.org/ec).
  - **Implementation of the Kellogg Pre-K Grant** – This grant will support teachers statewide in the Collaboratives and other funded Pre-K settings to implement developmentally appropriate practices in their classrooms. Major grant activities include professional development and coaching support, Pre-K program evaluation to ensure program quality and student progress, implementation of developmental assessments for Pre-K students, and assistance with increasing parental participation in their child(ren)’s education.
-

## Educator Effectiveness – Office of Teaching and Leading

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### What we do...

- Manage the implementation and training for the Mississippi Educator and Administrator Professional Growth System
- Provide support to districts in attracting, supporting, and retaining effective educators
- Assist districts in the identification and implementation of strategies to eliminate barriers to equitable access to effective teachers

### What you need to know...

- **Professional Growth System** – The Mississippi Educator and Administrator Professional Growth System (PGS) is designed to improve student achievement by providing teachers and administrators with feedback to inform continuous improvement. During the 2017-2018 school year, classroom/school site observations using the Teacher Growth Rubric and the Administrator Growth Rubric will be implemented. School districts are required to conduct the minimum observations and submit to the MDE ratings for each teacher and administrator by the end of the 2017-2018 school year. Resources and additional information can be found at <http://www.mde.k12.ms.us/OTC/professional-growth-system>.
- **Teacher Leadership Initiative** – The goal of the Teacher Leadership Initiative is to provide effective teachers with opportunities to teach students and collaboratively lead colleagues to improve their practice. The Office of Educator Effectiveness has assembled a task force of educators to develop a teacher leadership model for the state. Once developed, this model will be available for implementation.
- **Teacher Pipeline** – In an effort to address teacher shortages, the Office of Educator Effectiveness is designing *Mississippi's Grow-Your-Own* initiative. The goals of this initiative are to 1) create a pipeline of highly effective teachers and 2) improve teacher retention in districts with high teacher attrition. The MDE's goal is to provide guidance, strategies, and support for school districts to establish and maintain a local Grow-Your-Own initiative. The Grow-Your-Own initiative is an umbrella that includes three strategies, all aimed at developing a sustainable teacher workforce in communities with



the greatest critical shortage challenges. These strategies include developing and/or strengthening the Teacher Academies and Educators Rising chapters in critical shortage school districts, developing a structured partnership between critical shortage school districts and EPPs, and the development of community college partnerships with EPPs.

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## Educator Licensure

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### What we do...

- Oversee the licensing and verification of all educators and administrators working in Mississippi public schools
- Provide resources to assist school districts in maintaining compliance with state law

## What you need to know...

On November 9, 2017, the Mississippi State Board of Education granted approval of a Temporary Rule and to begin the Administrative Procedures Act (APA) process to revise Part Four (4), Licensure Guidelines K-12, to amend the criteria for the special, non-renewable teacher license.

**The Special, Non-Renewable License** is a one-year license that can only be requested by an employing local school district or an eligible nonpublic school in the state of Mississippi for a candidate who has not met all certification requirements under the Miss. Code Ann. § 37-3-2(6)(a), (b), and (c), at the time the application is submitted to the Office of Educator Licensure. The Special, Non-Renewable License is valid for one (1) year and may be issued for up to two (2) additional years if the candidate meets established requirements. The revised guidelines for the special, non-renewable educator license provides local school officials with the ability to employ a candidate who meets criteria as outlined under one of the following three temporary licensure options:

- Special, Non-renewable License for Specific Traditional Teacher Preparation Program Completers (**No Change**)
- Special, Non-renewable License for Prospective Non-traditional Teacher Preparation Program Completers (**Alternate Route Program Enrollment No Longer Required Year One/No Test Requirement for the Issuance of Year One Special, Non-renewable License**)
- Special, Non-renewable License for Adjunct Teachers (**New Temporary License Option**)

The special, non-renewable licenses for traditional program completers and prospective non-traditional program completers can be requested for a candidate who meets one of the

subsequent pre-conditions for obtaining the license in a specific endorsement area. Additional criteria are outlined for each of the respective temporary licensure options and is based on application year. For complete details regarding requirements, please review the guidelines outlined in the appropriate local district application packet.

- A. Holds at least a bachelor's degree in the endorsement area in which the license is requested from an institution of higher education that was regionally/nationally accredited at the time the degree was conferred; **or**
- B. Holds at least a bachelor's degree in any area and twenty-one (21) hours of undergraduate and/or graduate level coursework with a grade of "C" or higher in the endorsement area in which the license is requested. Both the degree(s) and the twenty-one (21) hours of undergraduate and/or graduate level coursework must have been earned from an institution of higher education that was regionally/nationally accredited at the time the degree was conferred. Remedial courses (also referred to as compensatory, developmental, or basic skills) will not be recognized for certification purposes and are usually numbered below 100 on the transcript; **or**
- C. Holds at least a bachelor's degree in any area from an institution of higher education that was regionally/ nationally accredited at the time the degree was conferred and a passing score on the appropriate Mississippi State Board of Education approved licensure Subject Area Assessment in the endorsement area in which the license is requested.

**The Special, Non-renewable License for Adjunct Teachers** is a new special, non-renewable license option. This license type can be requested for a candidate who has specific knowledge, skills, and experience in an engineering, medical, dental, pharmaceutical, veterinarian, legal, accounting, or any other professional position approved by the Mississippi Department of Education (MDE); **or** instructional experience at a Mississippi Department of Education accepted accredited college or university.

Employing local school districts or eligible nonpublic schools in the state of Mississippi may begin submitting completed special, non-renewable license local district application packets to the Office of Educator Licensure. To access additional information regarding the three Special, non-renewable license options or to download the appropriate special, non-renewable licensure application packet, please visit [www.mdek12.org/OEL/LA](http://www.mdek12.org/OEL/LA). Please remain mindful that a license issued at any time during the school year will expire June 30 and is considered a full year. For example, the Year One Special, Non-renewable License issued January 2018, (2017- 2018 school year), would be valid from the date the completed application packet is received until June 30, 2018.

**Walk-in Same Day Educator Application Processing Service Discontinued** – Beginning June 12, 2017, same day licensure processing walk-in service was discontinued by the Office of Educator Licensure. This courtesy service was implemented during the summer of 2016 on a trial basis and due to our findings, it was necessary to discontinue this service. Applicants may continue to hand deliver completed application packets; however, we encourage you to submit required documents to the Office via postal mail or as appropriate. Please continue to take advantage of our online licensure application submission service that is available through the Educator Licensure Management System (ELMS). We will continue to process each licensure request in the order in which it is received. We ask your assistance with communicating this change with all educational stakeholders.

**District Level Educator License Renewal Role Discontinued** – Effective July 17, 2017, all licensure renewal requests must be submitted directly to the Office of Educator Licensure for processing. The local school district's role and responsibilities for renewing all standard renewable MS educator licenses held by educators and administrators employed in their school system is scheduled to end effective, at midnight on Friday, July 14, 2017. The role will no longer be operable or accessible in ELMS. Please assist us with informing applicants of this change.

Beginning on July 17, 2017, and thereafter, applicants should mail their completed licensure application and original certificates of earned required number of continuing education units, and/or required number of coursework credit hours on an official sealed transcript (application and transcript may also be submitted electronically via ELMS) to *Post Office Box 771, Jackson, MS 39205*. Please note, the School Executive Management Institute (SEMI) Officer role and responsibilities will not be discontinued at this time.

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## Educator Preparation

### Get in touch with us...

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Tracey Miller, *Teacher Recruiter*  
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### What we do...

- Collaborate with Educator Preparation Providers (EPPs) to ensure effective educators for Mississippi's schools
- Coordinate and conduct accreditation visits for EPPs
- Manage program approvals and annual program reviews
- Provide technical assistance to Mississippi's EPPs to ensure compliance to state and national standards for educator preparation
- Collaborate with the Teacher Center to provide support to EPPs and districts in attracting, supporting, and retaining effective educators

### What you need to know...

- **State Partnership with the Council for the Accreditation of Educator Preparation (CAEP)** – The MDE will partner with CAEP, national accreditor for educator preparation, to ensure high-quality preparation for teachers in the state of Mississippi.
- **Mississippi's Process and Performance Review** – The Division of Educator Preparation is revising the state's guidelines for performance review of EPPs to ensure state and national standards for educator preparation are being met.
- **Collaboration with the Teacher Center** – The Division of Educator Preparation works collaboratively with the Teacher Center to develop strategies to aid in the recruitment and retention of teachers in Mississippi.

## Elementary Education and Reading

### Get in touch with us...

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### What we do...

- Develop elementary curriculum and instructional material aligned to the Mississippi College- and Career-Readiness Standards
- Manage Early Childhood, Intervention, Library, and Literacy services provided to schools and districts
- Provide technical assistance and professional development on the effective implementation of technology tools in classroom instruction and assessment
- Develop and publish resources to support districts, schools, administrators, teachers and parents
- Design and deliver professional development and technical assistance to Pre-K-12 grade school librarians and administrators

### What you need to know...

- **Professional Development** – Professional development is offered on the effective implementation of technology tools in classroom instruction and assessment. Technology tools provided are free and easy-to-use. Trainings are provided for all content areas and grade levels.
- **SAMR** – SAMR is a model designed to help educators evaluate how they are incorporating technology into instruction and assessment. The goal is to transform learning experiences so they result in higher levels of achievement for students.
- **2017 School Library Guide** – Effective school libraries are dynamic learning environments that bridge the information literacy gap for all PreK-12 learners. The *2017 School Library Guide* provides librarians, administrators, and teachers the tools necessary to create and promote an effective school library program.
- **Cursive Writing Recommendations (2017)** – The *Cursive Writing Recommendations Guide* offers recommendations for implementing this new law. It provides guidance for communicating with parents, identifying a program, and assessment information.

## Federal Programs

### Get in touch with us...

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Dr. Monique Henderson, *Director of Special Populations*  
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Gwendolyn King, *Coordinator of EL/Immigrants/Migrant Populations*  
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Christopher Norwood, *Coordinator of 21<sup>st</sup> Century Community Learning Centers*  
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### What we do...

- Provide leadership and guidance in the effective use of federal funds to improve student achievement
- Support state and local reform efforts to improve teaching and learning, student achievement, and family engagement strategies
- Facilitate on-site professional development and technical assistance to local educational agencies (LEAs), community-based organizations (CBOs), faith-based organizations (FBOs), charter schools, private schools, and other state agencies
- Monitor the implementation of program requirements and expenditures of federal funds at the local level to assure program quality

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Mariea B. Jackson, *MCAPS Administrator*  
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## What you need to know...

- **MCAPS** — Mississippi Comprehensive Automated Performance-Based System is an online data warehouse for the Office of Federal Programs. It houses the consolidated federal programs application for Titles I, II, III, and VI. The system also contains resource information for districts and schools. Within the MDE Document Library in MCAPS, guidance documents and pertinent information are provided. You can explore MCAPS here: <https://mcaps.mdek12.org/Default.aspx?ccipSessionKey=636349690970399366>
- **Schoolwide Plans** — For Title I schools operating schoolwide programs, federal law and guidance requires a district-approved schoolwide plan for each school annually. Please ensure your Title I school has an approved schoolwide plan in MCAPS for the 2017-2018 school year.
- **Title Programs On-site Monitoring (Cycle III)** — Monitoring federal programs of the LEA ensures compliance with federal regulations as well as assures quality programming and instructional delivery of at-risk populations. Required documentation is to be maintained, accessible, and readily available for OFP staff during the monitoring



visit. Documentation should be organized in folders, labeled, and correspond to the indicators of the consolidated monitoring instrument. District and school administrators should be available for interview by OFP staff during the monitoring visit. If technical assistance is needed, please contact the Office of Federal Programs.

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## Healthy Schools

### Get in touch with us...

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Larry Calhoun, *Move to Learn*  
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Kegila Lyles, *SBAC Specialist*  
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LaToya Robinson, *SBAC Specialist*  
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### What we do...

- Promote student achievement and increase academic performance by improving student health - *Health is Academic!*
- Provide training, technical assistance, and resources to promote school health and compliance with the Healthy Students Act
- Collect and report critical data to improve school health
- Provide guidance to School Nurses on evidence based practice measures to meet school health needs

### What you need to know...

- **Move to Learn** - Better grades. Better health. Studies have shown that physical activity increases children's ability to learn, and as fitness improves, test scores improve. That's why *Move to Learn* incorporates movement in the classroom through short exercise videos and healthy lesson plans. Visit <http://www.movetolearnms.org/> for free resources or to schedule a MTL Live! event at your school.
- **School Based Administrative Claiming (SBAC)** – The SBAC program offers school districts an excellent opportunity to obtain additional funding as reimbursement for staff time spent assisting students and their families learn about Medicaid, Medicaid benefits, and other health care needs of students.
- **Menu of Services** – Physical Education Curriculum and Instruction, Health Literacy and Heap of Books resources, Framework revisions for Contemporary School Health and Physical Education, HIV/AIDS/STD/Teen Pregnancy Prevention, Youth Risk Behavior Survey, Healthy School Grant Opportunities, Professional Development, Technical Assistance, and School Health Resources are several topics we offer PD on. Contact us!

## Intervention Services

### Get in touch with us...

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Jackie Mockbee, *Specialist*

*Dyslexia Support Service*

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### What we do...

- Provide technical assistance on the implementation of the Multi-Tiered System of Supports, Early Warning System, Dyslexia Initiatives, English Learner Supports, and Gifted Education programming
- Coordinate and manage the process for reviewing and awarding the 2017-2018 K-12 dyslexia scholarships, the 2015-2018 dyslexia grants to districts and the selection process of a State Board of Education approved list of dyslexia screeners
- Develop and publish academic and behavioral resource documents to support districts, schools, administrators, teachers and parents with improving student outcomes
- Coordinate statewide SWIFT scale up efforts

### What you need to know...

- **Multi-Tiered System of Supports** – The Office of Student Intervention Services provides guidance to districts on the implementation of the essential components of MTSS for effective team-based problem solving that is data-informed, evidence-based, and flexible enough to meet the academic and the behavioral needs of all students. Professional Development opportunities are offered to support MTSS implementation. Additional resources can be found by visiting the Intervention Services page at <http://www.mde.k12.ms.us/ESE/links/response-to-intervention-teacher-support-team>. The new editable MTSS Documentation Packet is now available online under Resources by clicking on the link listed above.

- **MTSS Advisory Panel** – Intervention Services convenes a diverse group of educators, administrators, interventionist, and counselors to provide feedback on the establishment and implementation of MTSS policies as well as the development of resources and the new MTSS Guidance Document that will be published in July 2018.
- **English Learner Guidance Document** – Intervention Services is currently developing an EL Intervention Services document that will provide teachers and administrators specific evidence-based strategies to ensure EL students can achieve the same standards of performance we ask of other students. Professional Development opportunities are offered for support of English Learners. Visit <http://www.mdek12.org/ESE/english-learners> for additional EL resources and webinars that support effective implementation of EL supports.
- **Student Dyslexia Scholarships** – Students with a dyslexia diagnosis are eligible to apply for a scholarship to attend an MDE approved non-public school. These students must have been in attendance in a public school the previous year prior to request the scholarship, have a dyslexia diagnosis, and be accepted into a non-public school that meets legislative criteria. Professional Development trainings are available for school districts to receive more information on dyslexia. Visit <http://www.mde.k12.ms.us/ESE/dyslexia> for dyslexia resources.
- **Dyslexia Grants** – The Dyslexia Grant allows schools to purchase materials for dyslexia screening, therapy, interventions, and to pay a portion of a dyslexia therapist salary for three years. The next dyslexia grant RFP is tentatively scheduled to be released in April 2018.
- **SBE Approved List of Dyslexia Screeners** - Effective July 1, 2017, Section 37-173-15 of House Bill 1046 mandates that each local school district screen students for dyslexia in the spring of Kindergarten and the fall of Grade 1 using a State Board of Education approved screener. Visit <http://www.mde.k12.ms.us/ESE/dyslexia> to access the list of approved screeners. In addition, a Dyslexia Screening Request for Qualifications will be released in April 2018 to allow other screeners to be reviewed and possibly added to the list of approved screeners.
- **Outcomes for Gifted Education Programs 2017** – *Outcomes for Gifted Education Programs* were updated in the spring of 2017 and monthly webinars are hosted on the last Monday of the month to support the implementation of the Outcomes. Webinar recordings are available at <http://www.mde.k12.ms.us/ESE/ALGP>. In addition, a work group was established to begin the revisions of the *Standards for Gifted Education Programs and Regulations for Gifted Education Programs* that will go into effect July 2019.
- **Schoolwide Integrated Framework for Transformation (SWIFT)** – A national K-8 technical assistance center that builds school capacity by providing academic and behavioral support to improve outcomes for all students through equity-based inclusion. Many districts are utilizing the SWIFT resources and technical assistance practices to improve MTSS Tier 2 and 3 academic and behavioral interventions. For more information and free resources that support MTSS implementation please visit [www.swiftschools.org](http://www.swiftschools.org).

## JROTC

### Get in touch with us...

601-359-1816

Major Ed Butler, USAF (Ret),  
JROTC Bureau Director  
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### What we do...

- Represent MDE's interests in the 84 Junior Reserve Officer Training Corps (JROTC) programs in Mississippi
- Coordinate statewide JROTC competition and events
- Serve as an information conduit on JROTC matters
- Assist school districts, JROTC units, and service JROTC headquarters on issues related to the JROTC program

### What you need to know...

- **Purpose** – The purpose of JROTC is “to instill in students of the United States secondary educational institutions the values of citizenship, service to the United States, personal responsibility and a sense of accomplishment.” It is the nation’s largest youth training and development program with over 3,400 units and 560,000 students participating. In Mississippi, we have 84 units, nearly 190 instructors, and over 11,000 students (cadets). JROTC’s focus is on character education and career preparation. It is **not** a military recruiting program.
- **JROTC Curriculum** – JROTC has an accredited academic curriculum designed to give students the skills they will need to be productive and responsible young adults. JROTC can provide a niche for students of varying interests with regional, state, and national competitions in academics, drill, air rifle, orienteering, and athletics. Depending on the military service, JROTC classroom instruction supplements core curriculum in world history, physical science, civics, finance, political science, aviation physiology, engineering, and international law. All JROTC programs emphasize character development and essential leadership skills.
- **JROTC Alignment** – JROTC is aligned with statewide educational initiatives which are designed to increase the exposure of our students to the career opportunities that a STEM-related education can afford them. Exposure occurs through classroom instruction, field trips to our state’s high technology industries, orientation flights with the Hurricane Hunters at Keesler Air Force Base, and participation in STEM summer programs.

- **Scholarship Funding** – Several organizations have provided scholarship funding to enable competitively selected JROTC cadets to attend the outstanding 6-day STEM program at the National Flight Academy at Naval Air Station in Pensacola, FL.
  - **State Championships** – For the past four years, the MDE JROTC Bureau has hosted all-services JROTC state championships in drill, athletics, and air rifle. All 84 units are eligible to participate.
-

## Literacy

### Get in touch with us...

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### What we do...

- Facilitate the statewide implementation of the Literacy-Based Promotion Act
- Provide on-site literacy coaching support (i.e., coaching, modeling, training, etc.) to Pre-K-3<sup>rd</sup> grade teachers in Literacy Support Schools
- Provide regional literacy professional development to Pre-K- 3<sup>rd</sup> grade teachers, district support staff, and administrators
- Provide regional literacy professional development to secondary content area teachers

## What you need to know...

- **English Learner Literacy Tips** – The purpose of this resource is to provide administrators and teachers information and resources for supporting English Learners based on best practices and research-based strategies in literacy. Visit <http://www.mde.k12.ms.us/ESE/english-learners> for English Learner resources. Videos can also be found on YouTube through the MDE Literacy page: <https://www.youtube.com/channel/UCbqYlpyZtR63vOYpX9-ephg>
- **Kindergarten Integrated Centers Resource** – The purpose of this MDE Literacy Coach-developed resource is to support Kindergarten teachers with identifying integrated centers for Literacy, aligned to the MS-CCRS and the new MDE Kindergarten Guidelines. Literacy standards, needed materials, and explicit directions for implementation are included for multiple center activities for each integrated center type named in the MDE Kindergarten Guidelines. Visit [http://www.mde.k12.ms.us/docs/secondary-education/7-28-17-kindergarten-integrated-centers-for-literacy-with-standards\\_20170728122653\\_410076.pdf?sfvrsn=2](http://www.mde.k12.ms.us/docs/secondary-education/7-28-17-kindergarten-integrated-centers-for-literacy-with-standards_20170728122653_410076.pdf?sfvrsn=2) to observe this resource.
- **Literacy Focus of the Month in Action (Elementary & Secondary)** – The purpose of this resource is to provide guidance to administrators and teachers for supporting a monthly, school- wide instructional focus based on best practices and research-based strategies in literacy. Visit <http://www.mde.k12.ms.us/ESE/literacy> for this and other resources for teachers, administrators, and parents.
- **Rubric for Evaluating Reading/Language Arts Instructional Materials for Grades K-5** – The tool is available at: <https://ies.ed.gov/ncee/edlabs/projects/project.asp?projectID=4506>.

- **Implementing Evidence-Based Literacy Practices Roadmap** – This tool was developed to help state and local education agencies implement evidence-based literacy practices in their classrooms by providing a set of resources organized into a framework for implementation. Resources include videos, infographics, and documents which can all be accessed through this link: <http://fcrr.fsu.edu/literacyroadmap/>.
-



## Professional Development

### Get in touch with us...

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### What we do...

- Facilitate Professional Development Priorities for the Academic Office of the Mississippi Department of Education
- Implement the Regional Service Model for Professional Development providing MDE professional development regionally throughout the state
- Facilitate the Professional Development Coordinator model providing on-demand professional development to districts and schools
- Support the Exemplar Unit production, training and implementation

### What you need to know...

- **Spring 2018 Menu of Services** – The Menu of Services is now offering selected trainings online that may be viewed by educators or in PLCs. Visit <https://districtaccess.mde.k12.ms.us/curriculumandInstruction/Professional%20Development/Menu%20of%20Services%20Spring%202018.pdf>
- **MDE Professional Development Calendar** – Visit <https://districtaccess.mde.k12.ms.us/curriculumandInstruction/Professional%20Development/Menu%20of%20Services%20Spring%202018.pdf> for upcoming professional development and trainings offered by program offices at the MDE.
- **Exemplar Units** – Updated versions of the teacher-developed Exemplar Units will continue during the 2018 calendar year. Current versions are available online at <http://www.mdek12.org/ESE/mississippi-exemplar-units-and-lessons>

## Secondary Curriculum and Instruction

### Get in touch with us...

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### What we do...

- Develop and implement curriculum and instructional material aligned to the Mississippi College- and Career-Readiness Standards
- Provide on-site professional development and technical assistance to Grades K-12 teachers in core content areas
- Design and assist in the national promotion, mentorship, and selection of state-level finalists for the PAEMST Award
- Evaluate existing programs to improve classroom instruction and student achievement
- Manage \$2 million MSP grant to support rigorous year-round training for math and science teachers through the six Institutions of Higher Learning

## What you need to know...

- **MS Mathematics Manipulatives Manual** – In the Spring of 2018, the MDE will begin seeking help with four grade band manuals to support the effective use of manipulatives in the math classroom. These grade band manuals will be aligned to the current MS CCRS for Mathematics for grades PK-Algebra I. While the MDE has begun the work, we will be working with a team of math experts, PK-16, from across the state to work on the final development and vetting of activities that will be featured. Mathematics educators across the state will have an opportunity to submit up to 2 activities to the MDE for possible inclusion in the manual(s). Selected teachers will be acknowledged with a professional photograph displayed at the beginning of each manual which will identify their school and district. Notification of this “contest” will be sent out in early Spring 2018 via the district administration listservs and our content area listservs.

- **MS CCRS for Science** – The 2018 MS CCRS for Science were approved by the State Board of Education during the June 2017 board meeting. Districts and schools may request on-site professional development for their K-12 science teachers in the following areas: Interpreting the new MS CCRS for Science, A Closer Look at the Science and Engineering Practices, Creating and Maintaining Centers, Active Engagement Strategies, ACT Preparation, Incorporating Effective Literacy Strategies, Teaching Vocabulary, and Improving Writing Instruction. Professional development services are also available for administrators to support them in identifying the needs in their individual schools through effective Learning Walk modules. Districts and schools interested in receiving support related to the new MS CCRS Science standards may visit the MDE homepage ([www.mdek12.org](http://www.mdek12.org)) and access the “Request Professional Development” link in the bottom right-hand pane.
- **Double Testing for Grade 8 Algebra I Students** – As you are preparing to schedule classes for next school year, you should be aware of a recent change pertaining to Algebra II that MDE is implementing after learning new information from the U.S. Department of Education. As you will remember, the Algebra II end-of-course assessment was going to be required for students entering Algebra I in the 8<sup>th</sup> grade during the 2018-2019 school year. The U.S. Department of Education recently informed the MDE that banking **WILL CONTINUE TO BE ALLOWED**, contrary to previous information last year. Therefore, the Algebra II end-of-course assessment **WILL NOT** be created or field-tested, and it will no longer be a required end-of-course assessment. Students who take Algebra I in the 8<sup>th</sup> grade will continue to double test as they currently do now. The changes outlined here will become part of the revisions to the state’s ESSA plan. (Notice: January 3, 2018)
- **MS CCR Arts Learning Standards** – The Arts Learning Standards for Dance, Media Arts, Music, Theatre, and Visual Arts are now available online at [www.mde.k12.ms.us/ESE/VPA](http://www.mde.k12.ms.us/ESE/VPA).
- **MS World Languages Framework and Teaching Guide** – The purpose of this guide is to help teachers and administrators understand and effectively implement the 2016 Mississippi World Languages Framework. This document is also meant to be a reference for World Language teachers as a comprehensive document which links to multiple resources, programs, websites and research that are important and of interest to World Language teachers. It will be beneficial for the first-year teacher as well as the veteran World Language teacher. This document contains research on best practices, the latest trends in presentation of material, assessment, use of technology, etc. This guide is now available online at [www.mde.k12.ms.us/ESE/FL](http://www.mde.k12.ms.us/ESE/FL).
- **SREB Ready for High School Pilot Courses** – The MDE through the Office of Secondary Education began piloting the SREB Ready for High School Literacy and Ready for High School Math courses in approximately 30 schools and attendance centers in the state during this school year. The Ready for High School courses will be offered to students in grades 8 or 9 that need additional interventions and supports prior to entering English I and Algebra I. Students with special needs in grades 6 or higher are also eligible for enrollment. Invitations for schools to self-select to be a part of the 2<sup>nd</sup> pilot year will be sent out in late Spring 2018 via the district administration listservs and our content area listservs.

- **Exemplar Mathematics Lesson and Unit Plans** – MDE content staff have lesson plans for Grades K-12 aligned to the MS CCRS for Mathematics. Each plan includes focus standards, estimated duration, a real world purpose , “*I Can*” statements, prerequisite skills, materials and resources, manipulatives, key vocabulary, lesson introduction, teacher pre-planning preparation, a student exploration activity, lesson activities by day, effective questioning strategies, essential questions, lesson closure, enrichment and intervention strategies, and a performance based assessment task. All plans are available in PDF or Word format at [www.mde.k12.ms.us/ese/math/ccr-math-resources-for-teachers](http://www.mde.k12.ms.us/ese/math/ccr-math-resources-for-teachers).
  - **Advanced Technical Mathematics Course** – The ATM course will continue pilot implementation in the 2018-2019 school year. This course is designed for students that are CTE-completers and need a math course that is more geared toward technical education and entry-level jobs. The ATM course is facilitated by the Research & Curriculum Unit at Mississippi State University and aligned to our current MS CCRS Standards and addresses the 8 Mathematical Practices. Invitations for schools to self-select to be a part of the 3<sup>rd</sup> pilot year will be sent out in late Spring 2018 via the district administration listservs and content area listservs.
  - **Content Area Listservs** – Administrators are encouraged to have all content area teachers sign up for their respective listservs. Teachers may register online at [www.mdek12.org/ESE](http://www.mdek12.org/ESE) in the right-hand pane.
  - **Menu of Services** – Content area specialists provide on-demand supports to districts and schools in ELA, Math, Literacy, Science, Social Studies, and Special Education. New topics related to content area learning walks, lesson planning, “Escape Classrooms”, domain and strand focus, and learning centers in the secondary classroom. Visit the MDE homepage [www.mdek12.org](http://www.mdek12.org) and click on the “Request Professional Development” link in the bottom right-hand pane.
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## Special Education

### Get in touch with us...

601-359-3498

Gretchen Cagle, *State Director*  
[gcagle@mdek12.org](mailto:gcagle@mdek12.org)

Michael Gibbons, *Bureau Director - Fiscal Services*  
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Dr. Armerita Tell, *Bureau Director - Parent Engagement and Support*  
[atell@mdek12.org](mailto:atell@mdek12.org)

### What we do...

- Support local schools and districts in their provision of effective and compliant educational programs to students with disabilities, ages 3-20, who need special education and related services
- Provide professional development and technical assistance to support schools and districts as they implement State policies and Federal regulations to ensure positive outcomes for children with disabilities and their families
- Provide guidance to parents of children with disabilities and local school and district personnel in the resolution of disputes through formal dispute resolution processes (formal state complaints, mediation, and due process hearings)
- Support local schools and districts' effective fiscal management practices

### What you need to know...

- **New Special Education Teacher Monthly Webinars** – The Office of Special Education will provide monthly webinars for New Special Education Teachers with 0-3 years' experience. These webinars are designed to provide guidance and support to new special education teachers by reviewing important special education timelines, hot topics, and frequently asked questions on a monthly basis. New Special Education Teacher webinars will occur on the first Thursday of each month. Links to register for these webinars will be sent to teachers via the Special Education Teachers listserv and posted to the MDE Professional Development Calendar. Contact Sharon Coon at [scoon@mdek12.org](mailto:scoon@mdek12.org) for additional information.

- **Discontinuation of the Mississippi Occupational Diploma** – The Office of Special Education will continue to provide guidance to districts regarding the discontinuation of the Mississippi Occupational Diploma (MOD). Go to <http://www.mdek12.org/OSE/training/webinars> to find a guidance document and recorded webinars providing guidance on the discontinuation of the Mississippi Occupational Diploma. Any questions or clarifications regarding the MOD can be emailed to [specialeducation2@mdek12.org](mailto:specialeducation2@mdek12.org).
- **Determination Reports** – The Office of Special Education is issuing *Special Education Performance Determination Reports* to inform all stakeholders on how well districts are supporting students in special education. The data for this report is based on results and compliance data compiled annually in the Annual Performance Report of the State Performance Plan under the Individuals with Disabilities Education Act (*IDEA*).

## Student Assessment

### Get in touch with us...

601-359-5092

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*State Assessment Director*  
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Jennifer Robinson,  
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Melissa Beck,  
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M. Pleshette Smith,  
*MAAP-A Coordinator*  
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### What we do...

- Utilize Mississippi educators to develop items aligned to the Mississippi College- and Career-Readiness Standards (MSCCRS)
- Evaluate student performance using the Mississippi Academic Assessment Program (MAAP) in grades 3-8 and End of Course (EOC) assessments in mathematics and English language arts (ELA)
- Provide districts with valid and reliable results to guide instruction through data driven decisions

## What you need to know...

- **Double Testing for Grade 8 Algebra I Students** – As you are preparing to schedule classes for next school year, you should be aware of a recent change pertaining to Algebra II that MDE is implementing after learning new information from the U.S. Department of Education. As you will remember, the Algebra II end-of-course assessment was going to be required for students entering Algebra I in the 8<sup>th</sup> grade during the 2018-2019 school year. The U.S. Department of Education recently informed the MDE that banking **WILL CONTINUE TO BE ALLOWED**, contrary to previous information last year. Therefore, the Algebra II end-of-course assessment **WILL NOT** be created or field-tested, and it will no longer be a required end-of-course assessment. Students who take Algebra I in the 8<sup>th</sup> grade will continue to double test as they currently do now. The changes outlined here will become part of the revisions to the state's ESSA plan. (Notice: January 3, 2018)

- **Testing Platform Change** – Mississippi will move to the Insight platform for the English Language Proficiency Test for the 2017-28 school year.
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## Textbooks

### Get in touch with us...

601-576-4950

Chauncey Spears, *Director*  
[crspears@mdek12.org](mailto:crspears@mdek12.org)

### What we do...

- Textbook/Instructional materials adoption processes, policies, and procedures
- Textbook Inventory Management System (TIMS) support
- Textbook procurement support

### What you need to know...

- **2017-2018 Textbook Adoption** – The 2017-2018 Textbook Adoption process began in August 2017. The Subject areas up for adoption this year are Science K-12 and the Arts K-12. The State Adopted titles will be announced in January 2018.
- **MDE will host a Virtual Textbook Caravan in 2018** – The Virtual Caravan will allow for all districts to view caravan presentations from publishers with state adopted titles without having to incur the cost of sending district representatives to regional caravan sites. The State Virtual Textbook Caravan website will become available in February 2018.
- **TIMS Training/ Webinar** – There are two training files up on the Textbook website for TIMS. One is a general introduction to the responsibilities of local districts concerning textbook adoption and procurement entitled “New Textbook Adoption, Procurement and Inventory Webinar Training 03/30/2017,” and the other is a PowerPoint from a more specific training on TIMS entitled “TIMS Policies, Best Practices and Procedures – METIS 2017.”

What Every

# INSTRUCTIONAL LEADER



NEEDS TO KNOW



MISSISSIPPI  
DEPARTMENT OF  
EDUCATION

Ensuring a bright future for every child