

Dear Teachers,

The ELD Program recently purchased Ellevation, a data, reporting, and collaboration platform designed to support ELs and their teachers. This program is available to all administrators, specialists, and teachers in the district, and will allow us to communicate more effectively and efficiently. This program will also allow all certified educators access to longitudinal data of their current and former EL students. This data is critical when addressing instructional decision-making and program placement.

As you are aware, all ELs who exit the ELD program as English **proficient** are monitored for 4 years. Beginning this spring, 4J will be using Ellevation for this monitoring process replacing our printed monitor forms with an electronic survey, which will be distributed through Ellevation on Friday, April 12th. All teachers are encouraged to register for an Ellevation account, whether or not they receive monitoring forms. This will ensure that all teachers are able to login to Ellevation as soon as an EL student, or students on monitoring enters their classroom.

In order to connect teachers with the Ellevation system we need your help by registering below.

<https://login.ellevationeducation.com/Registration/SignUp/7u50e5>

If you have any questions or need help please feel free to contact me, or the ELD teacher at your school.

Thank you,

Lily Gold
ELD Program Coordinator
Eugene School District 4J
gold_l@4j.lane.edu

[princi_elem] Ellevation info...

From : Lily Gold <gold_l@4j.lane.edu> Thu, Apr 11, 2019 04:58 PM
Sender : princi_elem <princi_elem-bounces@4j.lane.edu> 2 attachments
Subject : [princi_elem] Ellevation info...
To : princi elem <princi_elem@4j.lane.edu>, princi midd <princi_midd@4j.lane.edu>, princi high <princi_high@4j.lane.edu>, assist high <assist_high@4j.lane.edu>, assist midd <assist_midd@4j.lane.edu>

Principals,

Attached you will find a letter inviting classroom teachers to register for Ellevation. I also included the PPT that I shared during your meeting on Tuesday as a resource. I sent the more comprehensive letter below to my ELD Team, outlining the steps for the monitoring process. **The attached letter for classroom teachers needs to be disseminated ASAP to ensure that all certified teachers in 4J register for Ellevation access.** Remember that teachers who have students on monitoring status will receive forms tomorrow, and will be asked to register through Ellevation at that time. I will be sending out invites to all counselors and data team coordinators tomorrow. Also, completed monitoring forms are due electronically by Friday, May 3rd.

Finally, feel free to put your ELD teacher in charge of disseminating the Ellevation Letter for Classroom Teachers (attached)! They are aware that you may ask this of them. Please let me know when you or your ELD teacher sends out the Ellevation Letter for Classroom Teachers. This will help me to maintain my records in Ellevation.

Please contact me with any questions or concerns.

Thanks for all the incredible work you do for our students every single day,

Lily Gold
ELD Program Coordinator
Eugene School District 4J
gold_l@4j.lane.edu
541-790-6514
Lane ESD Title III Consortium Lead

From: "Lily Gold" <gold_l@4j.lane.edu>
To: "ELL STAFF" <ell_staff@4j.lane.edu>
Sent: Thursday, April 11, 2019 3:55:49 PM
Subject: [ell_staff] Ellevation info...

Team ELD,

This is just a friendly reminder that tomorrow Ellevation will be sending out the **monitoring forms** for students on years 1-4 of monitoring status. These forms will go electronically to the homeroom teachers in the elementary grades, and the content area teachers in secondary. Tomorrow, teachers with students on monitoring status will receive an email from Ellevation, letting them know that they have monitoring forms to complete, and asking them to register for an account. This is such an easy process. **The due date for these forms is May 3rd.** Just a reminder that next year's spring monitoring forms will go out on March 31st, much earlier than this school year. There is nothing you need to do on your end, but support and encourage teachers with this process. If you have absolutely ANY questions, please reach out to me. This all so new.

Also, so far I have sent out Ellevation invitations to all principals, assistant principals, and directors. Today I am working on sending out invitations to all counselors and data team coordinators. Tomorrow, all teachers with students on monitoring status will receive an invitation. The last group of folks to get registered is the pool of classroom teachers without students currently on monitoring status. These teachers may or not have active ELs in their classrooms, but could at any moment, so registering for Ellevation is critical for ALL teachers in 4J. This final group will be the toughest to get registered, so we'll go about it a few ways. Attached you will find a letter that I created for classroom teachers to register for an Ellevation account. I am sending this to our ELD Team, as well as all principals. This letter needs to get to all classroom teachers ASAP. You know your school campuses the best...Would this be best coming from **you** or from the **school principals**? If it comes from the principal, will it get pushed to the bottom of their overflowing inboxes, never to be seen again?! Please reach out to the principals to see how they plan to disseminate this letter to classroom teachers at your schools? Please let me know when classroom teachers at your school have received the attached letter, either from you or the principal. Thanks so much in advance!

Finally, in the wonderful case that your principal invites you to briefly present Ellevation to your staff, you will find an attached PPT that you may share with your teachers. If you're unable to be in front of your staff, we'll just make do through email invites. Also, remember that there's no fear of staff accessing Ellevation info without proper permission. Only certified staff members will have access to Ellevation data, and most educators will only have access to their EL students in their classrooms. Only school "specialists" will have school-wide access, as well. Only administrators will have district-wide access. All data is secure in Ellevation.

Please contact me if you are aware of any roadblocks when disseminating this information. It takes a village, per usual.

NOTE: Our ELD Team Meeting this April 25th will be cancelled since we already met this month for Ellevation training. We will have our last ELD Team meeting of the year on May 23rd from 12:30-3:30 in the ELD Office. Please use the ELD code when securing your substitute for that day.

GREAT JOB SLAYING THE ELPA TEST, YOU WONDERFUL PEOPLE! ♥

Lily Gold
ELD Program Coordinator
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541-790-6514
Lane ESD Title III Consortium Lead

ell_staff mailing list
ell_staff@4j.lane.edu
<http://www.4j.lane.edu/staff/mailing>

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Ellevation Email for Classroom Teachers (1).pdf

45 KB



Ellevation - Information for Classroom Teachers (1).pptx

163 KB