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An Update From the Indiana Department of Education for October 18, 2024



Indiana Department of Education sent this bulletin at 10/18/2024 07:00 AM EDT



Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

A Message from Dr. Katie Jenner

As fall temperatures rolled in across the state this week, I hope everyone is taking time to enjoy some fresh air, the changing fall colors, and relaxation during various fall breaks.

Today, I want to share two quick updates about our continued efforts to elevate and celebrate the educator profession, as well as the ongoing work to make the four years of high school as valuable as possible for students.

2025 Indiana Teacher of the Year

At the end of September, **Mrs. Graciela Miranda**, a teacher at Pike High School in Indianapolis, was named the 2025 Indiana Teacher of the Year! Mrs. Miranda currently teaches ninth through 12th grade English language learners at Metropolitan School District (MSD) of Pike Township, where she works to incorporate parent and community connections within her classroom to maximize student success.



As a first-generation college graduate, Mrs. Miranda takes very seriously a teacher's ability to empower students to dream big, find their voice, and make a positive impact on the world around them. Day in and day out, Mrs. Miranda puts her students first, creating an environment where they feel supported and empowered to take charge of their own learning. As a teacher, teacher mentor, and local math and reading tutor, her positive impact can be felt throughout her classroom, school building, and the larger community. Now in her 23rd year of teaching, she is also committed to her own continued learning and development and leads professional development sessions for new and veteran teachers. Congratulations, Mrs. Miranda!

Check out the video of the surprise announcement below.



Second Draft of Diploma Rule

As we have been working together on making the four years of high school as valuable as possible for Indiana students, the *second draft* of the diploma proposal was first shared at the State Board of Education meeting on August 14, and is now [posted](#) and available for public comment. This is the second of two statutorily-required 30-day public comment periods.

We have already started receiving good feedback on the second draft, and I encourage parents, educators, community members, and other stakeholders to continue providing your valuable solution-ideas via this [Jotform](#). As a reminder, comments on the second draft will close on Friday, November 8, to ensure all feedback is reviewed prior to the publication of the final draft later this year.

As always, thank you for all that you do for Indiana students, and have a great weekend!

Office of Accountability

REMINDER: Mandatory and Voluntary Graduation Rate Audit Submission Window Closes Friday, October 25

All schools that are subject to the mandatory graduation rate audit of the 2024 cohort have been notified by email. If you did not receive an email and/or are unsure if your school was selected, please check the [list of mandatory audit schools](#) (Enrollment key: "AccountabilityCommunity"). Every high school should review their 2024 cohort. If there are students in the 2024 cohort with an incorrect cohort status, please submit those students on the [voluntary graduation rate audit](#). All schools are welcome to participate in the voluntary graduation rate audit and it is the *final opportunity to request a change to the 2024 cohort*. **The mandatory and voluntary graduation rate audit submission window will close on Friday, October 25.** Contact IDOE's [Office of Accountability](#) with any questions.

Office of Communications and External Affairs

REMINDER: Student Learning Recover Grant - Expanding What Works

Inspired by the successful 1008 Student Learning Recovery model out of Indianapolis, [Indy Summer Learning Labs](#), IDOE is excited to once again offer grants to implement a high-quality 2025 summer learning program. The program is designed to award a single grant to a lead regional organization/entity which then partners with community organizations, local nonprofits, school corporations, public charter schools, non-public schools, and others to deploy a successful, multi-site, summer math and English/language arts learning program aligned to the core design principles of the Indy Summer Learning Lab program. Eligible regional grantees include:

- Community-based organizations,
- Education service centers,
- Non-profit community organizations, and
- Municipal entities.

The [application for summer 2025 is open](#) through Friday, November 22.

REMINDER: Nominations Open for the U.S. Presidential Scholars Program

The U.S. Presidential Scholars Program recognizes and honors outstanding high school seniors and encourages high attainment among all students. This [memo](#) outlines the required qualifications and nomination process. The rubrics for general and career and technical education (CTE) applications are now available [here](#). Nominations must be submitted by 11:59 p.m. on Friday, November 8, in order to be considered. Contact IDOE's [Communications Team](#) with any questions.

Office of Educator Talent and the Literacy Center

NEW: Launch of Science of Reading and Dyslexia Toolkit

Join The IDOE's Literacy Center and Marian University Center for Vibrant Schools Wednesday, October 30, at 4 p.m. ET for this live informational session to learn about the new [Science of Reading and Dyslexia Toolkit](#). Participants will learn more on this resourceful toolkit that provides detailed information about reading development and acquisition, evidence-based reading instruction and intervention, recommended approaches for dyslexia intervention, and the areas of literacy. Register [here](#). Contact IDOE's [Literacy Center](#) with any questions.

UPDATE: Praxis 5205 Test At-Home Guidance

Educators using test vouchers (or any payment method) who want to use a school-owned computer to take at-home Praxis exams should review and confirm that the computer equipment and environment meet the test-at-home requirements and that network security settings will not block the test platform software. Please review the [At-Home Testing Requirements](#) to ensure the testing session will not be invalidated, thus requiring payment for another exam session. For support with Praxis, contact [ETS Praxis Customer Support](#) or 1-800-772-9476.

REMINDER: Recommendations Open for Distinguished Educators Recognition

IDOE is looking for confidential recommendations of teachers representing the very best educators in Indiana. These emerging leaders must have between five and 15 years of experience, demonstrate leadership beyond the classroom, and positively impact school culture and student achievement.

Superintendents and principals may submit recommendations [here](#). Recommendations must be submitted by Saturday, November 30. Contact IDOE's [Office of Educator Talent](#) with any questions.

REMINDER: Additional Opportunities to Recognize Indiana Educators

Throughout the year, numerous opportunities arise nationwide to acknowledge the incredible work of Indiana educators. IDOE's Office of Educator Talent has developed [this document](#), which will be updated periodically with external opportunities to recognize educators. To submit an educator recognition opportunity not listed, contact IDOE's [Office of Educator Talent](#).

REMINDER: Early Literacy Endorsement Professional Development (PD) & Praxis Voucher Request

Educators who hold an Indiana professional educator license can register [here](#) for the flexible [Keys to Literacy options](#). Educators planning to earn Indiana's Early Literacy Endorsement can follow the process outlined [here](#) to submit a request to verify completion of the approved 80 hours and request a Praxis voucher, if needed. Contact IDOE's [Literacy Center](#) with questions.

Office of Information Technology

NEW: October Certification Now Complete

The recently completed October certification, which included average daily membership (ADM) and pupil enrollment, had the highest-ever complete sign off since the introduction of Data Exchange. Thank you to those who worked to complete the certification and the special attention paid to the free/reduced lunch counts to ensure the student population was accurately reflected. *Schools that have not yet signed off may still do so but there are not additional validations being run on this data.* The next certification in December will focus on special education.

REMINDER: Public Attendance Insights Dashboard Coming Soon

A public version of the Attendance Insights Dashboard will soon be available, which will allow the comparison of attendance patterns between schools and against state data. The data will display for the 2023-2024 school year and several previous years, as schools must certify this information at the end of each school year. Contact IDOE's [Office of Information Technology](#) with additional questions.

REMINDER: October is Cybersecurity Awareness Month

The following are great free resources you can use with your staff in honor of Cybersecurity Awareness Month: KnowBe4 has a [free resource kit](#) available which includes a [weekly activities planner](#) and [resource guide](#). The Cybersecurity Infrastructure Security Agency (CISA) is featuring [Secure Our World resources](#) and a [free resource kit](#). And finally, Infosec is [serving up a recipe](#) for a great month of cybersecurity activities. Contact IDOE's [Office of Information Technology](#) with additional questions.

REMINDER: Nationwide Cybersecurity Review (NCSR) Submissions Now Open

NCSR is a no-cost, anonymous, annual cybersecurity self-assessment designed to measure gaps and capabilities of school cybersecurity programs and based on the National Institute of Standards and Technology Cybersecurity Framework (NIST CSF). The number of Indiana schools completing this process has grown by 720% since 2021! Consider completing this year's NCSR by [registering here](#). Contact IDOE's [Office of Information Technology](#) with additional questions.

REMINDER: K12 SIX Offers Free Cybersecurity Resources

K12 SIX offers free cybersecurity resources that do not require a membership to access. These are included in the [K12 SIX Essentials Series](#) including the K12 SIX Essential Cyber Incident Response Runbook v1.1. All of these resources are being updated for the 2024-2025 school year, so check back for the updated versions releasing soon. K12 SIX also maintains a [map](#) of cyber incidents against schools throughout the country. Contact [Brad Hagg](#) with any questions.

Office of School Building Physical Security & Safety

REMINDER: Indiana School Safety Specialist Academy (ISSSA) Basic Training Registration

Registration for ISSSA's Basic Training Group 26 is open through Friday, November 8. Training will be held in the traditional format, consisting of three in-person sessions and accompanying online courses. Participants must complete all training to be certified as a school safety specialist. Register for Basic Training Group 26 [here](#). Contact IDOE's [Ryan Stewart](#) with additional questions.

Office of School Finance

NEW: Common School Loans

To assist school corporations and charter schools that have an immediate need to purchase technology and related equipment, the Office of School Finance will accept applications for construction and technology loans from school corporations and school corporation career and technical education schools through Friday, November 8. Petitions must be received by the Office of [School Finance](#) by Friday, November 8, to be considered. Blank applications can be found in the public [school finance](#) community in Moodle under Common School Funds > [Fall](#). Contact CommonSchoolFund@doe.in.gov with any questions.

REMINDER: Membership Conflict Petition Process

Please read [this memo](#) regarding the membership conflict petition process. Friday, November 8, is the deadline for a school corporation or charter school to file a petition. Contact IDOE's [Office of School Finance](#) with any questions.

REMINDER: Curricular Material Memo

Review [this memo](#) for information on submission of the curricular material cost report that closes Thursday, October 31. The form to submit curricular material costs can be found [here](#). Contact doetextbooks@doe.in.gov with any questions.

REMINDER: Mandatory Public School Corporation Fee Survey

House Enrolled Act (HEA) 1243 requires public school corporations to annually report all fees charged to families, including the total collected under each fee, to IDOE. IDOE will then post the results of each corporation's survey online for the public. Fees included in this submission must include any charges for activities, events, or supplies that are used during the school day; this does not include fees charged for students to participate in extracurricular activities. See [this memo](#) for detailed instructions and a link to access step-by-step instructions. All public school corporations must submit this survey to IDOE by Thursday, October 31. Contact IDOE's [Office of School Finance curricular materials team](#) with additional questions.

Office of Student Pathways and Opportunities

REMINDER: 3E Grant Reimbursement Requests

As of Monday, September 30, all 3E Grant funds should have been encumbered, and grantees must submit final reimbursement requests to IDOE by Sunday, December 15. Reimbursement forms should be completed, signed by the preparer, and submitted to IDOE via [email](#) on the first and 15th of each month. Grantees must keep receipts, invoices, staff time and effort logs, and all other relevant documentation of your grant expenses on file locally in the case of an audit. These documents are not required to be submitted to IDOE for reimbursement. Contact IDOE's [Office of Student Pathways and Opportunities](#) with any questions.

REMINDER: 2024-2025 School Year Graduation Pathways Webinars

The October Graduation Pathways webinar will take place on Thursday, October 24, and will feature partners at the Indiana Commission for Higher Education who will present Indiana's Career Coaching Initiative. Please access [this](#) document for all 2024-2025 school year webinar dates, times, and links. Contact IDOE's [Office of Student Pathways and Opportunities](#) with any questions.

Office of Student, School, and Family Engagement

REMINDER: Family Friendly Schools 2025-2026 Applications Due Tuesday, October 29

The 2025-2026 Family Friendly Schools Designation application deadline is Tuesday, October 29. Please review the [Family Friendly Schools Handbook](#) for additional information. Please access the applications below:

- [2025-2026 Family Friendly Designation initial application](#)
- [2025-2026 Family Friendly Designation renewal application](#)
- [2025-2026 Family Friendly Designation improvement application](#)

Contact FamilyFriendlySchool@doe.in.gov with any questions.

Office of Special Education, English Learning, and Migrant Education

NEW: PD with IDOE - Serving English Learners (ELs) with Significant Disabilities

PD with IDOE in the Indiana Learning Lab will feature a session on serving ELs with significant cognitive disabilities. This session is the second in a two-part series and will highlight national and state guidance for educators and administrators. [Register for this session](#) on Wednesday, October 23, from 4 to 4:30 p.m.

ET. The first session can be viewed on-demand in the Indiana Learning Lab. Contact IDOE's [Office of English Learning and Migrant Education](#) with any questions.

REMINDER: Virtual EL Leadership Meeting on Wednesday, October 23

IDOE will host the next EL leadership meeting virtually from 10 to 11:30 a.m. ET on Wednesday, October 23. This meeting is intended for Indiana K-12 EL leaders and administrators and will consist of updates and interaction on timely topics. Registration is not required. Visit the [Indiana EL Professional Development Opportunities Calendar](#) for the meeting link. Contact IDOE's [Office of English Learning and Migrant Education](#) with any questions.

REMINDER: WIDA-Facilitated Workshops on Supporting ELs with Disabilities

IDOE is hosting a virtual two-part workshop, facilitated by WIDA, titled: *When Language and Disability Meet: Planning Instruction to Support Dually Identified Students*. The sessions are designed for Indiana K-12 educators who support ELs with disabilities. This interactive workshop will explore specific considerations for instruction that support both language development and accessibility. Part one will take place Wednesday, November 6, and part two will take place Wednesday, November 20. Both sessions will occur from 4 to 5:30 p.m. ET. Registration is required via [this Jotform](#) by Friday, October 25, and space is limited. Contact IDOE's [Office of English Learning and Migrant Education](#) with any questions.

REMINDER: Supporting Multilingual Learners in Early Learning

IDOE's Office of Kindergarten Readiness and the Office of English Learners and Migrant Education have collaborated to provide early learning educators and administrators guidance and resources highlighting instructional best practices and support of multilingual children and their families. Register to join this session in the [Indiana Learning Lab](#) on Thursday, October 24, from 1 to 2 p.m. ET. Contact IDOE's [Office of English Learning and Migrant Education](#) with any questions.

REMINDER: Office of Special Education (OSE) Behavior Grant

IDOE is offering a grant focused on behavioral support for students with Individualized Education Programs (IEPs). Grant funds may be awarded to corporations, charter schools, and state schools to ensure safe learning environments supporting academic achievement for students with IEPs. The [grant application](#) will open on Monday, October 14, and close on Tuesday, December 31. Monthly office hours to support the application process will be held at the following times:

- [Wednesday, October 30, from noon to 1 p.m. ET](#)
- [Wednesday, November 20, from noon to 1 p.m. ET](#)
- [Thursday, December 12, from 9 to 10 a.m. ET](#)

Contact IDOE's [OSE Behavior Grant team](#) with additional questions.

REMINDER: Office Hours for Fiscal Year (FY) 2025 Part B Mandatory Comprehensive Coordinated Early Intervening Services (CCEIS)

IDOE is hosting one-hour sessions to assist local educational agencies (LEAs) with completing the FY 2025 Individuals with Disabilities Education Act (IDEA) Part B mandatory CCEIS narrative and applications. Join the sessions below for support:

- [Monday, October 21, at 10 a.m. ET](#)

Contact IDOE's [Office of Special Education](#) with any questions.

REMINDER: Elevating Education 2024: Improving Outcomes for All Statewide Conference

IDOE and the IEP Technical Assistance (TA) Center invite general educators, special educators, and administrators to the [Elevating Education: Improving Outcomes for All statewide conference](#). This conference aims to provide knowledge, build capacity, and provide networking opportunities for attendees to encourage optimal educational programming for all students. The conference will take place on Tuesday, December 3, and Wednesday, December 4, at the Hyatt Regency Indianapolis and the Indiana Convention Center. Contact [Marcee Wilburn](#) with additional questions.

REMINDER: FY 2025 IDEA Part B Applications

FY 2025 IDEA Part B applications and instructions have been posted on IDOE's [Office of Special Education Community in Moodle](#) in the *FY 2025 Grant Information* folder. Applications are due within the [grant management system](#) by the following dates:

- 611 Applications: Friday, October 18
- CCEIS (Mandatory): Extended to Friday, November 8

A checklist can be found within each application for support. New 2024-2025 charter schools will be eligible for Part B funding in January 2025 and will be contacted by IDOE with instructions. Contact your LEA's assigned fiscal specialist with additional questions for the most timely answers. Fiscal specialist assignments can be found [here](#) within Moodle.

Offices of Teaching and Learning, Digital Learning, and Kindergarten Readiness

NEW: October PD with IDOE

October PD with IDOE continues Wednesday, October 23, at 4 p.m. ET with *English Learners with Significant Disabilities Part 2*. View a full list of October sessions [here](#). To register for workshops, or view on-demand sessions, create a free Learning Lab account by visiting the [LINK Portal](#) or the [Indiana Learning Lab](#) directly and use your school email address to log in. Contact IDOE's [Office of Digital Learning](#) with any questions.

UPDATE: 2024-2025 STEM Certification Intent Form Due Friday, October 25

IDOE's Office of Teaching and Learning released updated guidance for the 2024-2025 STEM certification application process for schools seeking STEM certification for the first time or that wish to recertify. View guidance for kindergarten through grade eight and secondary school STEM certification [here](#). The Intent to Apply form is due Friday, October 25. Schools interested in applying for STEM certification must complete the Intent to Apply form and are encouraged to review [information](#) regarding schools who have achieved STEM certification. Contact IDOE's [STEM Certification Team](#) with any questions.

REMINDER: Early Childhood Education Teacher Registered Apprenticeship Informational Sessions

Indiana recently announced an [Early Childhood Education Teacher Registered Apprenticeship](#), and additional opportunities to join the program are available for January and fall of 2025. Join IDOE in the [Indiana Learning Lab](#) for informational sessions from 1 to 2 p.m. ET:

- Monday, October 28: Introduction to the Apprenticeship
- Friday, November 1: Starting the Apprenticeship
- Monday, November 4: Starting the Apprenticeship
- Friday, November 8: Stories from Participating Schools

Create a free Indiana Learning Lab account to register. Contact IDOE's [Office of Kindergarten Readiness](#) with any questions.

REMINDER: Supporting Multilingual Learners in Early Learning

IDOE's Office of Kindergarten Readiness and the Office of English Learners and Migrant Education have collaborated to provide early learning educators and administrators guidance and resources highlighting instructional best practices and support of multilingual children and their families. Register to join this session in the [Indiana Learning Lab](#) on Thursday, October 24, from 1 to 2 p.m. ET. Contact IDOE's [Office of Kindergarten Readiness](#) with any questions.

Office of Title Grants and Support

NEW: October Coffee Chat

Join IDOE's Office of Title Grants and Support on [Microsoft Teams](#) to discuss the risk assessment and best practices in completing Final Expenditure Reports (FER) during October's coffee chat on Thursday, October 31, at 10 a.m. ET. Contact IDOE's [Office of Title Grants and Support](#) with any questions.

REMINDER: Ed-Flex Cohort Two Waiver Now Available

The Ed-Flex waiver for cohort two is now live. All LEAs with previously-approved waivers are required to reapply for the 2024-2025 school year [here](#). Those applying for waiver two (i.e., paraprofessional qualification requirements) or waiver four (i.e., Title IV spending requirements), must submit [the application](#) by Friday, November 15. The application for waiver one (up to 25% carryover for FY 2024 to FY 2025) is due March 30, 2025. Review these [frequently asked questions](#) for more information on the Ed-Flex waiver process, and contact IDOE's [Office of Title Grants and Support](#) with additional questions.

REMINDER: Quarterly Meeting Schedule for 2024-2025 School Year

IDOE's Office of Title Grants and Support will continue hosting a meeting each quarter to provide updates regarding federal grants. The quarterly meetings will be hosted on Thursdays at 10 a.m. ET on the following dates:

- [Thursday, December 5](#)

- [March 6, 2025](#)
- [May 8, 2025](#)

Contact IDOE's [Office of Title Grants and Support](#) with any questions.

News From Our Partners

NEW FROM THE INDIANA ASSOCIATION OF SCHOOL PRINCIPALS (IASP): Free Science of Reading Webinar

Strong writing skills are a critically important aspect of literacy. Don't miss this chance to learn about evidence-based writing instruction directly from Joan Sedita—founder and president of Keys to Literacy, Indiana's approved provider for literacy professional development. You'll discover the research-based framework for writing instruction in Sedita's instant bestseller, *The Writing Rope*, and you'll learn what the teachers in your school will need in order to design and deliver explicit, high-quality writing instruction that meets student's needs. Register [here](#).

NEW from KEEP INDIANA LEARNING: Beyond the Scroll – Cultivating Critical Thinkers in the Digital Era

Anyone who scrolls a smartphone is bombarded with information. How do educators guide students through the sea of misinformation? These three 10-minute videos explaining free resources from the News Lit Project will help! Check out this [YouTube series](#) created by two of Keep Indiana Learning's Innovation Coaches. Contact [Keep Indiana Learning](#) with questions.

REMINDER FROM THE FIRST LADY OF INDIANA: Students Invited to Hoosier Holiday Event

First Lady Janet Holcomb invites students to the Hoosier Holiday program at the Statehouse on Monday, December 9. More information on this opportunity can be found in [this letter](#). Reserve your spot at the Statehouse Tour Office by calling 317-233-5293.

REMINDER FROM THE INDIANA STATE MUSEUM: Field Trip for Seeds of Freedom Performance

Schools are invited to plan a trip for *Seeds of Freedom: The Spiritual Roots of the American Civil Rights Movement* at the Indiana State Museum for grades three through 12. More information on performances can be found in this flier ([English](#) | [Spanish](#)). Contact [Brittney Basaran](#) with the Indiana State Museum with additional questions.

REMINDER FROM THE ASVAB CAREER EXPLORATION PROGRAM (CEP): Continuing Education Opportunity

The ASVAB CEP program is offering a continuing education opportunity for professionals looking to broaden their understanding of how the ASVAB CEP impacts students and schools alike on Wednesday, November 13, at 1 p.m. ET. Sign up [here](#). Contact the [ASVAB CEP program](#) with questions.

REMINDER FROM PURDUE UNIVERSITY: Register for 10th Annual Indiana STEM Education Conference

The Indiana STEM Education Conference is an opportunity for STEM teachers and schools to learn effective lessons, policies, partnerships, assessments, and education strategies. The conference will take place at Purdue University on January 16, 2025. This year's conference theme is "Generational Advances through STEM Education." Attendees can choose from over 60 presentations, network with STEM education sponsors, and listen to keynote speakers including NASA astronaut, Jerry Ross, and NASA engineer, Amy Ross! Lunch, refreshments, and Professional Growth Plan points are also included in the \$90 registration fee if you register by Friday, December 13, and \$110 if you register after this date. Visit [this website](#) to learn more about the conference and [register](#) to attend.

REMINDER FROM THE CENTRAL INDIANA CORPORATE PARTNERSHIP (CICP): See Yourself IN High School Summit

Join [CICP](#) and its five talent and industry sector initiatives for the [See Yourself IN High School Summit](#) on Thursday, November 21. Students will join us for a day of engaging panel discussions and hands-on demonstrations. This free event shines a light on Indiana companies, leaders, and young talent working in the state's fastest-growing industries. Questions may be directed to [Hali Mynatt](#).



Weekly Updates

View previous weekly updates from Dr. Katie Jenner here.

Stay Informed

Did you miss a message? View previous weekly emails here. Want daily updates? Be sure to follow the Department on Twitter and Facebook.

The Weekly Update from the Indiana Department of Education is created by the Office of Communications, and is distributed every Friday morning.

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