



Dear ESSAA Member,

David Frank, the NYSED Assistant Commissioner of the Office of Education Policy, periodically shares important updates regarding New York State Education Laws, Commissioner's Regulations, and Federal Guidelines with our leadership team. This information is valuable for public school administrators as they carry out their daily responsibilities. Below is the latest update from NYSED, which includes essential "Must Know" information on various key state and federal policies and programs that impact our members across the state.

As information evolves, we'll keep you informed about developments affecting New York State school administrators. Note, the most critical time sensitive information is labeled 'MUST KNOW.'

Your ESSAA Team

REMINDER

2024-2025 PreK Child Counts Reporting Guidance and Deadlines

- This is a reminder that all PreK student counts must be added **monthly** via the [Student Information Repository System \(SIRS\)](#).
- To calculate the final payment for the 2024-2025 program year, the [Office of Early Learning](#) will look at the data sets from October and March and select the higher of the two. **The second data set will be pulled on March 12, 2025.**
- The [Office of Early Learning](#) has created a Child Counts Checklist to help districts prepare for March 2025 PreK Child Counts. The checklist is available on the [Early Learning Allocations and Financial Forms website](#).
- Please see the [2024-2025 PreK Child Counts Reporting Deadline and Guidance](#) memo for guidance on ensuring accurate and complete data are reported.
- Please reach out OEL@nysed.gov with any questions.

FYI

Governor Hochul Announces Release of New York's First Media Literacy Toolkit for Educators

- New York's first 'Media Literacy' toolkit for educators will help teach students how to spot mis/dis/mal-information online.
- Following a surge in online hate speech in November 2023, Governor Hochul

directed the State Division of Homeland Security and Emergency Services to work with experts to develop and distribute an ideologically neutral product that gives teachers resources to develop students' ability to analyze, evaluate, and assess all forms of media, including information delivered through social media.

- The toolkit is the first in a series of resources on media literacy the Division intends to produce and serves as a primer for educators throughout New York looking to introduce their students to these concepts.
- The State Division of Homeland Security and Emergency Services and the New York State Education Department will work closely with BOCES across New York to provide professional learning opportunities for educators on how to use these resources to support student media and digital literacy.
- The Media Literacy Toolkit is available on the Department's Office of Student Support Services website.

FYI

Office of Early Learning Winter UPK Newsletter Now Available

- The Office of Early Learning has released the Winter UPK Newsletter
- This issue includes:
 - Important Dates and Deadlines
 - PreK Child Counts
 - UPK Classroom Spotlight – Questar III BOCES
 - Play in Early Childhood
 - Implementing the CR-S Framework in Prekindergarten
 - 2024-2025 Early Learning Webinar Series
- To subscribe, please join the UPK Newsletter email list
- Please reach out OEL@nysed.gov with any questions.

FYI

New York State Complaint Procedures

- The New York State Education Department (NYSED) Office of Special Education (OSE) has revised its Questions and Answers on the procedures for State complaint allegations being addressed in an impartial hearing.
- Question 13e was revised to clarify that, upon completion of the impartial hearing, if the issue(s) has not been addressed in the impartial hearing officer's decision, NYSED will conduct a State complaint investigation unless the complainant withdraws the alleged violation.
- Questions relating to the State Complaint Procedures may be directed to the OSE Special Education Policy Unit at (518) 473-2878, speced@nysed.gov, or the Special Education Quality Assurance Office in your region.

FYI

Public School Registration (PSR) Process

- In accordance with section 100.21(c) of Commissioner's Regulations, school districts must complete the Public School Registration process if they plan to make any of the following changes to a public school for the 2025–2026 school year:
 - opening a new public school;
 - closing an existing public school;
 - modifying the grade organization of an existing public school, including adding PreK; and/or
 - changing the location of a school.
- School districts considering or anticipating making any such changes are encouraged to provide SchoolRegistration@nysed.gov with a summary of the proposed changes.
- Beginning in early January 2025, the Department will provide Public School

Registration forms in the [NYSED Application Business Portal](#)

- The deadline to submit applications for opening a new school and/or making changes to existing schools for the 2025–2026 school year is March 1, 2025.
- More information is available on the [Public School Registration website](#).
- If you have any questions, please contact the Office of Accountability via e-mail at SchoolRegistration@nysed.gov or via phone at (518) 486-3532.

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