

P. THE SUPERINTENDENT'S Pipefine

Oregon Department of Education

SEPTEMBER 2004



From the desk of Susan Castillo

State Superintendent of Public Instruction

It is back to school for the state of Oregon, and I have two messages I want to deliver as we start on an exciting and challenging new year.

First, I want every educator to know that I am proud of the hard work you do every day, and I understand that it can be difficult to stay positive during these trying times.

Take heart. I know your job can seem overwhelming in the face of the challenges in front of us, but I also know you are focused on preparing for a school year where you can build on the successes from last year and making plans for improving the next. I know you are motivated by what is best for students. You have the most difficult and most important job in the state.

I am honored to work with you in our shared goal of making every student and every day a success.

Second, it is clear that there is an increased demand by the citizens of the state of Oregon that we make clear that they are getting a return on their investment. If we do not address this demand, we can almost guarantee there will never be an adequate investment in Oregon schools.

The reality is that if we are not the ones initiating a dialogue about how to create a system to ensure investments are resulting in high levels of student performance for every single student, then we are voluntarily putting the responsibility in the hands of people who do not have your insight of how schools really operate.

The tools we have in place today do not provide effective measurements of student and school performance. I think you know from experience that if we do not lead a discussion about what an accountability system should deliver and how it should deliver those results, someone else will lead this discussion for us.

This new focus on accountability is really a new statewide recognition that there is a shared responsibility for educating our children, and that we need a system that will give us a way to measure whether each party is meeting, exceeding, or failing to meet their responsibility.

So today, I am asking you to join with me in starting a discussion that will result in a fair and accurate system of accountability for the state of Oregon.

Please feel free to contact me at superintendent.castillo@state.or.us.

Sincerely,

Susan Castillo

IN THIS ISSUE

Electronic Grants
Management System

AYP Q & A

Fall Social Studies
Conference

Instructional Materials in
The Arts Committee

Scientific Inquiry
Implementation Schedule

Advanced Placement
Vertical Team Training Grant

Writing Field Test
Opportunity

New Law Allows Veterans to
Request High School
Diplomas

Oregon Gets IDEA Grant

Update State-approved PTE
Program Records

Who Is Your District Test
Coordinator?

Who Will Be the 2005
Oregon Teacher of the Year?

2004-05 Social Sciences
Subject Area Endorsement

2004 Oregon Student
Mock Election

Electronic Grants Management System

There is a new electronic grants management system at the Department of Education, designed to assist Department staff and their external customers with the daunting task of managing education-related grants.

In 2003, the Department determined that a centralized grant management system was needed in order to effectively monitor and administer grants and subgrants. To do this, the Department consolidated three stand-alone systems into one uniform, central grants system named E-Grant Management System (EGMS).

A team was formed to guide the design and implementation of EGMS. The EGMS Team decided to divide the project into two phases. Phase 1 covered the internal design and development and was implemented on May 15, 2004. All of the subgrants issued as a result of the 2004 Consolidated Grant Application have been loaded into EGMS and to date, over 1,400 subgrants are currently in the system. This phase provides for the management of:

- grant applications,
- the awarding of subgrants to school districts and other recipients,
- financial details of subgrants, and
- programs funded by subgrants.

Phase 2 is the development and implementation to connect to our external customers. The external customer interface will be built during the winter of 2004. Phase 2 will provide:

- a web interface for external customers;
- a central location for identifying grant opportunities—local, state, federal, and private;
- storage for customer data including:
 - subgrant applications;
 - standard documents for all applications;

- electronic submission of subgrant applications;
- certification(s) and assurance(s) submission;
- potential for statewide participation in subgrant review and scoring;
- up-to-date financial data on subgrants;
- electronic submission of claims, reports and correspondence;
- electronic communication with external customers;
- notice of subgrant award,
- reimbursement invoice,
- reminders of important deadlines; and
- e-mail portal with Department staff.

Currently, another group called the EGMS Documents Group is working to design and develop the application process. This group will define the Request for Application (RFA)/Request

for Proposal (RFP) process and how the RFA/RFP will be formatted, posted, and retrieved.

When completed, EGMS will accomplish the following:

- Grants and subgrants will be tracked and managed from start to finish in a single location.
- Users will have real time management tools and reporting tools.
- Better coordination and collaboration at the state and local level.
- Increased access and response to funding opportunities.
- Links to the state accounting system data for grants and subgrants.

For more information, contact [Melinda Weinmann](#), 503-378-3600 ext. 4460.

Fulbright Memorial Fund Sends U.S. Teachers on Study-visit to Japan

To date, more than 4,000 American primary and secondary school teachers and administrators have been selected to participate in a unique three-week study-visit to Japan called the Fulbright Memorial Fund (FMF) Teacher Program. This year, the program will identify up to 600 educators to participate in the 2005 program.

The FMF program, sponsored by the Government of Japan, provides U.S. educators with fully funded study tours of Japan. The program is designed to increase understanding between the people of Japan and the United States by inviting U.S. elementary and secondary educators to visit Japan and share their experiences with fellow Americans upon their return. FMF participants travel with other outstanding educators, learn about Japanese culture and education, and return home to implement a self-designed

plan to share their knowledge and experience with their students, colleagues, and community. It is upon their return that the true value of the FMF program emerges, as students, schools, communities, and the individual participants, all benefit from the FMF experience by gaining new ideas about culture, curriculum, and by expanding global perspectives.

Primary and secondary school teachers and administrators from across the United States are encouraged to submit applications for the 2005 FMF study visits which will take place in June, October, and November. Interested individuals may apply online at www.iie.org/fmf or request further information by calling the Institute of International Education (IIE) at 1-888-527-2636. The application deadline is Friday, Dec. 10.

Adequate Yearly Progress Q & A

Q. Where can I find out about changes in calculating Adequate Yearly Progress for 03-04?

The AYP Manual and a summary of changes in AYP determinations for 03-04 are posted on the NCLB homepage www.ode.state.or.us/nclb along with other supporting documents. AYP designations for districts are pending while the Department implements report layout and programming changes for making district AYP determinations. Districts will be notified when reports with district ratings are available.

Q. What changes are planned for the 03-04 school and district report cards?

There are no changes in the report card formula for 03-04. Tenth grade math problem solving results will not be displayed or included in the formula, however. Writing and math problem solving results for grades 5 and 8, and science results will be displayed, but not included in the formula.

Q. What if a district has more than 1% of students meeting the alternate standards on CLRAS or Extended Assessments?

Districts exceeding the 1% cap will be notified prior to Sept. 3 of how many test scores must be excluded from AYP calculations and the process for excluding scores. Between Sept. 16 and Oct. 14, districts that have more than 1% of students meeting the alternate standards must identify on assessment test records which student scores are not to be included as meeting standard for the purpose of calculating school and district AYP.

Q. What if a district does not believe the preliminary AYP report is accurate?

Prior to Oct. 14, district and school personnel may (1) correct student level collections and assessment data used in the AYP calculations and (2) submit appeals of AYP determinations based on substantive reasons. Districts should send a letter signed by a district official stating the reason for the appeal and

the supporting evidence to Jon Bridges in the Office of Assessment and Information Services.

Q. What key dates should I know about right now?

Sept. 3: Requested AYP reviews completed for all schools using data changes or substantive appeals submitted by Aug. 27

Sept. 16: Validation of report card data elements begins (tentative); report card detail sheets available for district preview

Oct. 14: Deadline for changes to student level collections and assessment test records for inclusion in final AYP determinations and report cards. Last day for substantive appeals of AYP determinations

Fall Social Studies Conference

The Fall Social Studies Conference will be held Oct. 8, from 8 a.m. to 3 p.m., at Sprague High School in Salem.

The theme of "Citizenship, Conflict and Democracy, Empowering Teachers and Engaging Students" is supported by influential speakers such as Superintendent of Public Instruction Susan Castillo, the Honorable Jacob Tanzer, a former Oregon Supreme Court Justice and Dr. Bert Bower, executive director of the History Alive Program.

Over twenty workshops will touch on subjects including Oregon Constitution Study Circles, American Promise, Africa via Children's Literature, Foreign Policy from President Washington to President Bush, Landmine Issues, Living History, the Social Science Analysis work sample and much more.

For further conference information, contact [Shirley Lomax](mailto:Shirley.Lomax@ode.state.or.us), 503-581-9930, or check the Oregon Council for the Social Studies new website (www.oregonsocialstudies.org) scheduled to be online by Sept. 1.

Oct. 22: Deadline for validation of report card data elements

Nov. 3: District preview of school and district report cards, final AYP designations, and report card detail sheets

Nov. 10: Public release of 2003-04 Oregon school and district report cards, final AYP designations, and report card detail sheets

For more information, contact [Jon Bridges](mailto:Jon.Bridges@ode.state.or.us), 503-378-3600 ext. 2287.

Nominations for Instructional Materials in The Arts Committee

The Department of Education will be establishing recommendations for state adopted instructional materials in The Arts. We are asking your help in recommending people who can assist in this adoption and have a background in this content area. With the recommendations received, we will establish a pool of names to use for the committee that will establish criteria for these adoptions in October of this year, and a committee that will evaluate the materials submitted for adoption in August of 2005.

The Department is looking for nominations of teachers, curriculum specialists, and parents who have interest, and experience in The Arts, grades K-12. Committees will be established by grade level and/or content area.

Participation on the criteria committee in October 2004 will require a one-day commitment (plus travel where necessary) for a meeting in Salem. The Department of Education will cover costs for substitute teachers, lodging, meals, and mileage at current state rates. Involvement for the evaluation committee will require a one-week commitment in early August 2005.

Contact [Sue Parton](mailto:Sue.Parton@ode.state.or.us), 503-378-3600 ext. 2279.

Scientific Inquiry Implementation Schedule

2004-05 marks a new phase in the Scientific Inquiry Implementation Schedule. Scientific Inquiry Work Sample scores are now to be reported in designing, collecting, and analyzing at Benchmark 3 and CIM. For Benchmark 2, scores are to be reported in designing and collecting. Teachers should continue to provide instruction and classroom assessment in all four dimensions of the scoring guide. However, in the 2004-05 school year, only the dimensions indicated above must be reported for school district work sample management.

To view the complete Oregon Scientific Inquiry Work Sample Implementation

Schedule, visit www.ode.state.or.us/cifs/science/phasesched.pdf.

One classroom work sample is required to be collected and scored for students in grades 4-8 and for students working in CIM-level classes. Districts are responsible for maintaining these student scores.

Anchor papers and other Scientific Inquiry support materials can be accessed at www.ode.state.or.us/asmt/science/.

For questions, please contact [Aaron Persons](#), 503-378-3600 ext. 2242.

September Commodity Food Orders

School districts participating in the National School Lunch Program may place their orders for the September delivery of commodities as follows:

- Sponsors in the second order cycle may place their commodity order for **September** from Sept. 3 at 8 a.m. until Sept. 8 at 10 a.m. Surplus items will be available to allocate and add to your order from Sept. 8 at 10 a.m. until Sept. 9 at 1 p.m. The distribution period for this order is Sept. 20–Oct. 1.
- Sponsors in the first order cycle may place their commodity order for **October** from Sept. 20 at 8 a.m. until Sept. 22 at 10 a.m. Surplus items will be available to allocate and add to your order from Sept. 22 at 10 a.m. until Sept. 23 at 1 p.m. The distribution period for this order is Oct. 4–15.

Commodity information is at www.ode.state.or.us/nutrition/cfdp/index.htm.

Contact [Beverly Hassell](#), 503-378-3600 ext. 2622.

Advanced Placement Vertical Team Training Grant

The Oregon Advanced Placement Incentive Program is offering a grant to qualified school districts (those with 40 percent or more of their student population qualified for free or reduced lunch) to support vertical team training.

A vertical team is a group of teachers from different grade levels in a given discipline who work cooperatively to develop and implement a vertically aligned program aimed at helping students acquire the academic skills necessary for success in their advanced learning opportunities. A vertical team requires middle school participation.

The grant can be used to attend The College Board Vertical Team trainings offered Sept. 23-24 in Beaverton in cooperation with GEAR UP and Oregon APIP and/or to support in-district vertical teamwork. The Beaverton event will offer training in social sciences, mathematics, English, and science. Applications are due Sept. 10 and are available at www.ode.state.or.us/cifs/grants/oapp/verticalteamsupportgrant.pdf.

Contact [Andrea Morgan](#), 503-378-3600 ext. 2289.

Loudat to Chair National Forum on Education Statistics

At the July meeting of the National Forum on Education Statistics, Blair Loudat, director of technology for North Clackamas School District, was elected as chair for the 2004-05 school year. The Forum serves as a state and local liaison for the National Center for Education Statistics for national data collection initiatives. The Forum also publishes handbooks on various topics, among the more recent include "Protecting the Privacy of Student Information," and "Weaving a Secure Web."

Loudat has served as the Oregon school district representative to the Forum for the last seven years. Her accomplishments include serving on the task force that published the guidebook "Technology in Schools," serving as vice chair and chair of the Technology Standing Committee, and chairing the task force on data quality which will release its publication this fall.

Doug Kosty, assistant superintendent for the Office of Assessment and Information Services is the State of Oregon representative for the Forum.

For more information on the National Forum on Education Statistics, go to www.nces.ed.gov/forum/.

Writing Field Test Opportunity

The Department of Education will be offering a field test opportunity this fall for districts interested in receiving information about student writing achievement in grades 5 and 8. With the shift in the state assessment to grades 4 and 7, this will be a chance to get state scores for students who would normally be "skipped" in this transition year for writing performance assessment, as well as gaining insight into expectations for the new grade levels being assessed.

As part of this field test, the Department is also seeking volunteers to assist in field-testing prompts translated into Spanish. Participants would receive translated writing assessment materials and would write their response in Spanish.

A smaller field test opportunity will also be offered for CIM-level students, with field test forms available for both English and Spanish language responses.

The window for administering the English and Spanish language field tests extends from Oct. 15–Nov. 19. All test materials must be returned to the Department by Nov. 30. Participating schools will receive class roster reports listing individual student scores by mid-January. Actual student work would not be returned in order to maintain the security of the prompts some of which would be used in future operational state assessments.

To register to be in the pool of volunteers, interested participants can complete an application on the Department's Events Registration page, www.ode.state.or.us/events/. There will be a limit on the number of students to include in the field test, so those signing up early will be given priority.

Contact [Ken Hermens](#), 503-378-3600 ext. 2264.

New Law Allows Veterans to Request High School Diplomas

Under ORS 332.114 (Oregon Senate Bill 374 passed in May of 2003), a veteran of WWI, WWII, or the Korean War may request either the school district where they live now or the school district where they would have graduated from to issue a high school diploma.

A veteran is eligible to receive a high school diploma if they meet the following criteria:

- Attended a high school before serving in the Armed Forces
- Did not graduate from high school because they were serving in the Armed Forces any time between April 6, 1917, and Nov. 11, 1918; between Sept. 15, 1940, and Dec. 31, 1946; or between June 25, 1950, and Jan. 31, 1955
- Discharged or released under honorable conditions

This law should not be confused with a similar program sponsored by the Oregon Department of Education and the Oregon Department of Veterans' Affairs in 2002. Known as "Operation Recognition," this program awarded honorary high school diplomas from the state to qualifying WWII veterans. ORS 332.114 calls for the awarding of actual high school diplomas and covers other designated war periods.

Districts should request from the veteran a copy of his or her discharge paper, called a DD214. The DD214 will allow you to verify dates of service and the type of discharge. There is no specification in the law to verify school attendance.

Since the passage of this law, Oregon school districts and high schools have awarded more than 100 high school diplomas to veterans. Some schools have been able to incorporate the awarding of the diploma with gradua-

tion ceremonies. ORS 332.114 can be accessed at www.leg.state.or.us/ors/332.html.

For information, contact [Karyn Chambers](#), 503-378-3600 ext. 2215.

Oregon Gets IDEA Grant for Professional Development

State Superintendent Susan Castillo announced that Oregon was awarded a \$10,000 grant by the National Association of State Directors of Special Education. The grant addresses professional development and family education as related to the Individuals with Disabilities Education Act (IDEA).

"We know that family training and continuing professional development for educators are fundamental to student success and closing the achievement gap," stated Superintendent Castillo.

The goals outlined in the grant support the six initiatives of Superintendent Castillo and the coordinated work of the Oregon Department of Education. Oregon will receive the \$10,000 award and join a coalition of states in the IDEA Partnership. The focus of the work in Oregon will be to further collaboration between Oregon agencies to plan, provide, and coordinate the delivery of professional development to educators and training for families.

"This goal will be accomplished through the cooperation of many Oregon agencies, and through this collaboration, we will enhance our efficiency and the strength of our message relative to benefits for all students, including students with disabilities," said Assistant Superintendent Nancy Latini.

Contact [Nancy Latini](#) at 503-378-3600 ext. 2361.

Update State-approved PTE Program Records Back Online

The Oregon Department of Education announces the computer application for updating the state-approved professional technical education (PTE) program records for your school for 2004-05 is now back online.

The Professional Technical Education Annual Program Review application can be accessed from our web site at www.ode.state.or.us/opte/optemis.htm. Access to the application is made through central login on the Department's district website. New agency personnel authorized to make or request changes to approved PTE programs and courses will need to contact their district security administrator to obtain access to this application. To locate your district security administrator, visit the district website at <https://district.ode.state.or.us/apps/login/default.aspx?Srch=Y>.

Who Is Your District Test Coordinator?

The Office of Assessment and Information Services is updating the list of District Test Coordinators. Designated District Test Coordinators (DTC) are sent information regarding assessments and have access to a password-protected site. The designated DTC will have access to student-level scores and other confidential and secure information. Districts may designate an additional person to receive weekly updates via e-mail from the Department of Education. This additional information-only person **does not** have access to secure data information.

The District Test Coordinator change form is available on the web, www.ode.state.or.us/asmt/district/dtcchgForm.pdf. Please fax the change form to Jenny Kissler at 503-378-5156.

Contact [Jenny Kissler](mailto:Jenny.Kissler@ode.state.or.us), 503-378-3600 ext. 2271.

The application requires each program be reviewed and submitted for approval—even if there are no changes—in order for it to be included in the 2004-05 database. It is critical that course numbers, course titles, and amount of credit awarded for each program and course be correct in order to report accurate data in the spring. All corrections will be incorporated in the software used in collecting PTE data. If program or course information is not correct, student participation in PTE

Lexile Tool Ready for Districts

A new resource linking the Oregon State Assessment scale scores to Lexile measures is now available at no cost to Oregon educators, administrators, and parents. "Lexiles in Oregon" information is located at www.ode.state.or.us/priorities/literacy/lexiles/.

The Lexile Framework for Reading is an educational tool that has been developed to measure reading ability and text difficulty by placing readers and text on the same scale.

Although Lexiles do not equate to grade levels, the measure that a student receives through this assessment link helps connect the reader with a database of books, periodicals, and other resources optimal for the individual's reading success. Within the Lexile database of over 50,000 titles, approximately 1,600 of those are Spanish titles that have been analyzed for Spanish speaking and ELL students.

Every student who took the Oregon State Assessment for Reading/Literature received a Lexile measure in June 2004. Professional development for Lexile tools is planned for 2005; information will be available Fall 2004.

Contact [Julie Anderson](mailto:Julie.Anderson@ode.state.or.us), 503-378-3600 ext. 2294.

programs cannot be reported accurately which can result in your Carl Perkins funding being adversely impacted.

Please review and submit your updated program information for approval by Oct. 15.

Sign and return the Certificate of Assurance form (located on the application website at <https://district.ode.state.or.us/apps/optemis/prgupdate/>) as soon as your programs have been updated to:

Ilene Spencer
Oregon Department of Education
255 Capitol Street NE
Salem, OR 97310-1300

For questions, contact your regional coordinator or [Ilene Spencer](mailto:Ilene.Spencer@ode.state.or.us), 503-378-3600 ext. 2244.

Who Will Be the 2005 Oregon Teacher of the Year?

The Oregon Department of Education is accepting applications for the 2005 award. Don't delay—deadline is Oct. 1.

Applicants from schools throughout Oregon submit information from their principals, superintendents, and colleagues. From this written material, applicants are judged on leadership, instructional expertise, understanding of educational issues, professional development, and vision. Candidates are selected for face-to-face interviews conducted by representatives of Superintendent Susan Castillo's Office and previous Teachers of the Year. The 2005 application is online now at www.ode.state.or.us/hall/teacheroftheyear/.

For information, contact [Gene Evans](mailto:Gene.Evans@ode.state.or.us), 503-378-3600 ext. 2237.

U.S. Senate Youth Program Offers \$5,000 Scholarships

Two outstanding Oregon high school students will be selected to spend a week in Washington, D.C. observing the federal government in action.

Superintendent of Public Instruction Susan Castillo and Senators Ron Wyden and Gordon Smith announce that the United States Senate Youth Program (USSYP) has begun its statewide selection process. Two Oregon students will join 104 other delegates Feb. 26 through Mar. 5 for the program's 43rd Annual Washington Week. Each student delegate will receive a \$5,000 undergraduate college scholarship, in addition to the all-expenses paid trip to the nation's capital.

The program was established in 1962 by Senate resolution 324, which resolved: "That the Senate hereby expresses its willingness to cooperate in a nationwide competitive high school program, which would give several representative high school students from each state a short indoctrination into the operation of the United States Senate and the Federal Government generally, if such a program can be satisfactorily arranged and completely supported by private funds with no expense to the Federal Government."

Since then, more than 4,200 students have participated in this unique leadership program. Each year, this program brings students to Washington, D.C. to experience an intensive week-long governmental study. The student delegates will visit Capitol Hill, the White House, the Pentagon, State Department, Supreme Court, and other highlights in Washington. They will meet with senators, cabinet officers, government leaders, and policymakers.

The Oregon Department of Education administers the delegate selection for the state. Delegates must be junior or senior elected student officers for the

2004-05 academic year. Eligibility considerations may be made for student representatives elected or selected (selected by a panel, commission or board) to district, regional or state-level civic or educational organizations.

The selection deadline is Oct. 8. Names of students selected will be announced mid-December. Program brochure, including detailed 2005 program rules and selection process, may also be accessed on the USSYP website, www.ussenateyouth.org. For Oregon information, visit www.ode.state.or.us/stusvc/senateyouth/.

Oregon National Guard Presentations

The Oregon National Guard has done 150 presentations on Lewis and Clark to over 14,000 participants in schools and organizations all over the state of Oregon. The National Guard comes into a school or organization to do a power point presentation, show a documentary movie then answer questions about Lewis and Clark.

They also bring in a box of Lewis and Clark related items including a sextant, a compass, a uniform coat and hat, a grizzly bear paw print, a prickly pear cactus, and many other items that Lewis and Clark would have taken with them on the expedition or would have encountered along the way. These items are designed to be touched and experienced by the students or adults of an organization.

The Oregon National Guard now has a Lewis and Clark web page explaining the presentations and the current schedule since presentations are open and free to the public. The web address is www.mil.state.or.us/LC.

2004 Oregon Student Mock Election

The Oregon Department of Education, in partnership with the Oregon League of Women Voters, is hosting the 2004 Oregon Student/Parent Mock Elections (OSME) via the statewide video-conference network, the *Oregon Access Network*. Students will be voting on candidates for President, U.S. Senator, Representatives in Congress, Oregon statewide offices, selected Oregon ballot measures, and four national issues.

Students across the state will have an opportunity to participate in a series of issue/ballot measure debates on Thursday afternoons, 3–5 p.m., Sept. 30–Oct. 21. Oct. 28 is National Mock Election Day and will feature a day-long array of student-run activities including speakers, Jeopardy-like games, and a student-run press conference available for participation both through live, interactive video-conference and on the Internet, via a live videostream. These events will also be accessible on the Capitol Mall both at Studio A in the basement of the Public Service Building and in a State Capitol conference room (TBA).

On Oct. 28, the results of the National Mock Elections will be announced via the interactive video event. The Mock Election program seeks to empower students and demonstrate to them the importance of participating in government. OSME is directly affiliated with the national program that will be carried out in hundreds of schools around the country.

Schools must register to participate by Oct. 1. Go to www.nationalmockelection.org. For information about videoconference participation, contact camille.cole@state.or.us.

Adequate Yearly Progress and Report Card Update**2004-05 Social Sciences Subject Area Endorsement**

The subject area endorsement assessment opportunity for social sciences, available for Benchmark 2, 3, and CIM level students, is again offered this year to districts and students. This knowledge and skills test (one opportunity) is available for students via the traditional spring paper/pencil test or online via TESA. This optional assessment may be issued to entire district/school groups or issued upon request by individual students or class groups.

The newly adopted Social Science Analysis Scoring Guide and implementation schedule begins phase-in in 2005-06, and will be fully implemented as part of the social sciences assessment by 2007-08.

For information, go to www.ode.state.or/asmt/socialsciences or contact [Leslie Phillips](#), 503-378-3600 ext. 2317.

Numbered Memoranda Overview

Numbered memos sent out since the July-August *Pipeline* are listed below.

DATE	MEMO NO.	BRIEF DESCRIPTION
Aug. 12	02-2004-05	Updated Dates for Statewide Assessment in 2004-05 School Year
Aug. 12	03-2004-05	USDA Policy Memos
Aug. 16	04-2004-05	Using the USDA Food Buying Guide to Credit Foods in the Child Nutrition Programs
Aug. 16	05-2004-05	2004 Child Nutrition Program Reauthorization Changes Effective June 30, 2004
Sept. 2	06-2004-05	New Tobacco Free Schools Rule (OAR 581-021-0110)

If you have questions or comments about this publication, please contact [Gene J. Evans](#), communications director, at 503-378-3600 ext. 2237.