



STATE OF NEW MEXICO
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GOVERNOR

July 15, 2016

MEMORANDUM

TO: District Superintendents, Charter School Administrators, STARS Coordinators, and Technology Coordinators
FROM: Melinda Webster, Literacy Director
RE: ISTATION K-3 READING ASSESSMENT

Istation is launching as the new K-3 assessment funded by the Public Education Department. All New Mexico schools will be required to utilize Istation with students in grades K-2. Districts and charter schools receiving Reads to Lead funding will be required to utilize Istation with all students in grades K-3.

It is the responsibility of the district or charter school to ensure that they provide supports to their schools and ensure that all K-3 teachers participate in training to ensure full implementation of Istation. STARS Coordinator(s) and Technology Coordinator (s) will be essential roles in supporting the process of uploading student and teacher information. **Please note that teachers will only be able to access the online training only when student and teacher information has been uploaded to the Istation system.**

To get started, each district and charter school will need to identify a primary Istation point person as soon as possible. That individual will register the district or charter school before July 29, 2016 via <http://www.istation.com/NewMexico>. The district/charter STARS Coordinator and Technology Coordinator roles will also be identified during the Istation registration process.

The following webinars are scheduled for STARS Coordinators and Technology Coordinators to support the process of uploading student and teacher information. When uploading student and teacher information, please ensure that correct district, school, teacher, and student IDs are included. To register for the STARS Coordinator and Technology Coordinator webinar please visit <http://www.istation.com/NewMexico>.

- **July 19, 2016 - 10:30-11:30 am**
- **July 27, 2016 - 1:30-2:30 pm (repeat session)**
- **August 2, 2016 - 1:30-2:30 pm (repeat session)**

Please contact Melinda Webster, Literacy Program Director, with questions at melinda.webster@state.nm.us or at 505-827-6567 or Julie Bryant, Literacy Coordinator at julie.bryant@state.nm.us or 505-827-6516.

CR/DM/mw