

Intradistrict Communication

DATE: November 15, 2021

TO: Principals
Special Education Teachers (Resource & Cluster)

FROM: Lisa Robinson, Administrator of Schools
Kim Lloyd, Director of Special Education

SUBJECT: Dynamic Learning Maps (DLM) Testing Checklist

Attached is the DLM checklist for all special education teachers who are administering the DLM assessment to any of their students for the 2021-2022 school year. Please complete the required training and items from the checklist. Please return a copy of your certificate that indicates you have completed the online training as well as your checklist to the District Office by Friday, January 28, 2022. This form is also available online at [Forms for Special Education Staff](#) on the Special Education website.

If you need help completing any portion of this checklist, please contact the Teacher Specialist assigned to your school. If you are new to Jordan District and previously have administered the DLM in a different district please let me know so that we can get your user name moved over to Jordan School District.

NEW ADMINISTRATORS OF THE DLM : There will be a half day training to teach you how to administer the DLM. Friday, December 3, beginning at 1:30-3:30 p.m. This will be held virtually. I will send a link to those of you who need to attend this training. Look for emails from me with directions of things to do prior to our December 3rd training.

Please direct any questions or concerns to Jen Birrell at 801-567-8905 or jennifer.birrell@jordandistrict.org.

Elementary teams submit your information to Jen Birrell
Secondary teams submit your information to Lucia Evans