

DESE + Ignite Reading Onboarding Reference

Student Criteria — Who Gets a Seat

- **Eligibility:** Students who are **Below or Well Below benchmark** on the DIBELS Composite score.
- **Grade priority: 1st graders first.** Once all 1st grade needs are met, seats may go to 2nd or 3rd grade, or to Kindergarten beginning in January.
- **Attendance & fit:** Prioritize students with **attendance consistently above 80% and behavior conducive** to online, one-on-one learning.

⚠ Key Deadline

Every seat must be filled immediately — open seats should be filled within one week. All seats must be filled by November 14, 2026, or they will be reallocated to another site.

Monitoring Student Progress

- DIBELS testing: Every student needs an entry and exit score, collected at Beginning of Year (BOY), Middle of Year (MOY), and End of Year (EOY).
- BOY deadline: Baseline DIBELS testing must be complete before the end of Week 1 of launch.
- Required subtests: LNF, PSF, NWF, WRF, ORF, MAZE — all must be completed.
- Student Impact Meetings: Held throughout the year with your Literacy Success Partner to review data.
- Ignite Reading School Portal: Your hub to monitor student progress and confirm every student is rostered with a valid funding source and meets funder eligibility criteria.
- Graduation requirements: 1st grade — master Vowel Teams and read 39 WCPM on average. 2nd/3rd grade — master Multisyllabic Decoding.

⚠ Override Rule

There is one DIBELS discontinue stipulation we ask you to override: regardless of a student's score on WRF, always administer ORF.

Bottom line: Prioritize administering DIBELS to 1st grade students first to support timely rostering and launch.

Partnership Commitments — Quick Recap

01 Student Eligibility Below/Well Below benchmark on DIBELS Composite. Complete before the end of Week 1.	02 Grade Priority 1st grade first; 2nd/3rd grade next; Kindergarten starting 2nd semester.	03 Student Graduation 1st grade: Vowel Teams + 39 WCPM. 2nd/3rd grade: Multisyllabic Decoding.
04 Student Movement Attendance below 80% or disruptive behavior may prompt reassessment. Fill seats by Nov 14 or lose them.	05 DIBELS Data Entry/exit scores at BOY, MOY, EOY. Always administer ORF, even if WRF would normally discontinue.	06 School Portal Monitor progress; confirm every student is rostered with a valid funding source and meets eligibility.

Onboarding Timeline — Districts Who Administer DIBELS

8/25–9/3 — District Implementation Planning

Align on goals, vision, and expectations with your district champion. Provide critical contact and site information.

3 weeks before launch — School Readiness

IT completes technology set-up. School Leaders and School Champions are trained and review session times with teachers.

2 weeks before launch — Staff Onboarding

One of the most critical points in the timeline — teachers and staff need to understand the program, what it looks like for students, and how it integrates into your literacy ecosystem. School staff complete training, confirm session times, and review student selection.

1–2 weeks before launch — Student Readiness

Students are rostered and paired with their tutor. Students practice transitions and sign-in.

Launch — Baseline Assessments Begin

Critical — Don't Let These Slip

Session time submission, student roster submission, and School Staff Training must all be completed on time. Delays in any of these three will delay your launch date.

Onboarding Timeline — Districts Who Do Not Administer DIBELS

4–6 weeks before launch — District Implementation Planning

Align on vision and goals with your district champion; share critical contact and site information. 4 weeks is the floor — the minimum runway needed, not the target.

This is also when your DIBELS roster is due: schools are expected to fill Ignite Reading seats (based on your internal early literacy screener data), plus a 20% waitlist for students who may swap into an open seat.

Why This Box Is Flagged

The DIBELS roster deadline is highlighted because we need it earlier than our typical process — this lead time allows us to coordinate and administer DIBELS to your students before launch.

3 weeks before launch — School Readiness

IT completes technology set-up. School Leaders and School Champions are trained and review session times with teachers.

2 weeks before launch — Staff Onboarding

One of the most critical points in the timeline — teachers and staff need to understand the program, what it looks like for students, and how it integrates into your literacy ecosystem.

1–2 weeks before launch — Student Readiness

Finalize the roster, enroll students in the Ignite Reading platform, and run a dry run of tech, transitions, and materials.

Launch — Baseline Assessments Begin

Critical — Don't Let These Slip

Session time submission, student roster submission, and School Staff Training must all be completed on time. Delays in any of these three will delay your launch date.