



## 2016-2018 plan summary

### Team

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### Team meetings

Date	Participants	Topic
01/24/2016	ILT, CIWP Team	Overview of CIWP 2016-2017
01/28/2016	ILT, CIWP Team	SEF Overview and Power Point Presentation
02/05/2016	Teaching Staff	SEF Priorities and self rating for 17 SEF
02/11/2016	ILT, CIWP Team	Review and finalize SEF
03/03/2016	ILT, CIWP Team	Working session on Strategies
04/13/2016	LSC	Review of strategies

04/07/2013	ILT, CIWP Team	Working session
04/28/2016	ILT, CIWP Team	Review session based on CPS rubric
05/26/2016	CIWP Team, ILT	Review of session notes from principal evaluation
06/09/2016	CIWP, ILT	Working Session following Network Feedback

## School Excellence Framework

Culture of & Structure for Continuous Improvement

4 of 4 complete

### Leadership & Collective Responsibility:

Score

Leadership & Collective Responsibility is characterized by an unwavering commitment to fulfilling a shared vision of success. There is a clear focus and high expectations for staff and students, motivating the entire school community to continue striving for success for every student.

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#### Our Vision

The students, staff, parents and partners of Crown Academy collaborate to develop socially conscious and respectful lifelong learners. We will support inquiry, critical thinking and creative problem solving necessary to demonstrate high achievement in the global community.

#### Our Mission

At Crown Community Academy our mission is to advance student learning by fostering respectful socially positive interactions.

We will construct a safe environment valuing arts integration, creative problem solving and student ownership of learning while striving toward higher achievement.

We will use a variety of assessments to understand and increase student growth.

Today, the staff will facilitate collaboration that encourages students to persevere in creating meaning and knowledge with relevance to the world through engaging curriculum.

June 17, 2014

## Guide for Leadership & Collective Responsibility

- **Set the direction and create a sense of purpose by building consensus on and implementing a shared vision.**
  - Consider the demographics of the school community in developing a shared vision.
  - Help stakeholders understand the relationship between the school's vision and their initiatives and priorities.
  - Consistently use informal and formal opportunities to champion and articulate the vision.
  - Act in ways that consistently reflect the school's core values, beliefs, and priorities in order to establish trust.
  - Ensure the school's identity, vision, and mission drive school decisions.
- **Inspire a culture of collective responsibility for the success of ALL students in the whole school (not solely teacher's own students).**
- **Empower others to make or influence significant decisions.**
  - Build shared leadership structures and opportunities for job-embedded leadership training and development.
  - Capitalize on the leadership skills of others.
  - Constantly listen and synthesize what is heard, and learn from all sources.
- **Employ the skills to effectively manage change.**
  - Master skills associated with large-scale strategic planning processes and implementation of such plans.
  - Steer through the challenges associated with making improvements, both large and small.
- **Create and sustain a coherent instructional program (coordinated and consistent) with learning goals.**
- **Use the CPS Framework for Teaching to ground instructional guidance and coaching.**
  - Model ambitious goals for teaching and learning for all students, including priority groups.
  - Draw from the best available evidence to inform instructional improvement decisions.
- **Enable staff to focus and prioritize what matters most.**
  - Buffer staff from external distractions to the school's priorities and goals.
  - Limit school improvement goals to a few high leverage activities.
  - Prioritize teaching challenging content, engaging students in learning, rigor and ways to raise achievement.

## Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> <li>✓ School's vision, beliefs, and how it is shared (e.g. presentations to community, promotional materials)</li> <li>✓ Five Essentials – Program Coherence</li> </ul>
Measures	<ul style="list-style-type: none"> <li>✓ Five Essentials</li> </ul>
Five Essentials	<ul style="list-style-type: none"> <li>Effective Leaders</li> <li>Collaborative Teachers</li> </ul>
CPS Framework for Teaching	<ul style="list-style-type: none"> <li><a href="#">4d. Growing and Developing Professionally</a></li> <li><a href="#">4e. Demonstrating Professionalism</a></li> </ul>
CPS Performance Standards for School Leaders	<ul style="list-style-type: none"> <li>A1. Assesses the Current State of School Performance and Develops a CIWP</li> <li>A2. Implements Data Driven Decision Making and Data Driven Instruction</li> <li>A5. School Vision and Mission Drive Decision-Making</li> <li>D4. Demonstrates Change Management</li> </ul>

### Instructional Leadership Team:

Score

The ILT is characterized by having a consistent structure for teacher leadership that is focused on creating and implementing the theories of action that improve teaching and learning. ILT meetings are a productive forum to identify challenges, collect and review evidence, exchange ideas, and propose and implement solutions to challenges to school improvement.

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The ILT team meets on a biweekly basis. The team consist of someone from each grade band as well as a representative from the SEL and Diverse Learners team. We meet to discuss attendance, NWEA data, math and reading curriculum issues. The team has remained focus on the academic and SEL impacts and steered away from other non essential issues that impact day to day operations.

### Guide for Instructional Leadership Team

- **Engage in on-going inquiry (e.g. continuous improvement cycles) as a basis for improvement.**
  - Gain productive insight and take substantial new action or adjust strategy that clearly addresses root causes.
  - Relentlessly ask, **"Is it working?"** about every program, initiative, and strategy in the school.
  - Vet Initiatives and strategies on the basis of their direct or proven impact on outcomes.
  - Monitor if previous actions were implemented (fidelity) and working as intended. Ask, **"If not, why not?"**
- **Share leadership for improving teaching and learning with representative school members.**
  - Organize the team around a common understanding of team's purpose and instructional priorities.
  - Represent all relevant specialty content areas, programs, related services, and grade bands/department teams and is an appropriate size.
  - Represent a balance of work styles (e.g. task-oriented, provides push-back, synthesizes, etc.)
- **Use protocols and ask probing questions.**
  - Ask questions focused on factors within sphere of control and avoid a focus on student factors.
  - Use appropriate protocols and level of analysis (grade, school-wide, individuals) for meeting purpose.
  - Systematically consider root cause(s) based on thorough review of evidence.
- **Use timely and relevant data/evidence sources.**
  - Gather and use current and relevant local student, school, teacher performance (e.g. attendance data, assessment results), and operational data formatively to review and revise school and classroom practices as needed.
  - Disaggregate data for priority student groups (e.g. English learners, diverse learners).
- **Schedule and structure frequent meetings.**
  - Meet regularly (2-4 times per month).
  - Use an agenda with a clear focus.
- **Collaborate effectively, value transparency, and inform and engage stakeholders.**
  - All team members have equity of voice and are actively engaged in asking questions.
  - Celebrate small wins and improvements.
  - Regularly inform and engage stakeholders of key data and work of the ILT.
- **Build the capacity of teacher teams to lead cycles of learning and problem solving focused on student learning data and student work.**

## Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> <li>✓ ILT Effectiveness Rubric Score</li> <li>✓ ILT artifacts (e.g. agenda, calendar, protocols, minutes)</li> <li>✓ Evidence that work of ILT has contributed to positive outcomes for students and staff</li> <li>✓ Teacher team agendas/minutes reflective of ILT focus</li> </ul>
Measures	✓ Five Essentials: Instructional Leadership
Five Essentials	Effective Leaders Collaborative Teachers
CPS Framework for Teaching	<a href="#">4a. Reflecting on Teaching &amp; Learning</a> <a href="#">4d. Growing and Developing Professionally</a> <a href="#">4e. Demonstrating Professionalism</a>
CPS Performance Standards for School Leaders	A1. Assesses the Current State of School Performance and Develops a CIWP A2. Implements Data Driven Decision Making and Data Driven Instruction B5. Supports Teacher Teams

**Professional Learning:**

Score

Professional Learning includes sufficient time, support, and 'safe practice' space to internalize new knowledge to change practice and beliefs. Adults persevere in collaboration with their colleagues to innovate and improve implementation of new practices.

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Development of a PD calendar that allows teachers to meet bi weekly to discuss District and Network priorities.

In addition, we have weekly team meetings for each grade band. We also meet weekly for grade level meetings. However very little time is allotted for the entire staff to meet as a whole. Also, we are still working on maintaining 'safe practice' space to make sure teachers feel comfortable to be reflective of their practices and share their ideas.

**Guide for Professional Learning**

- **Select and design professional learning (PL) to achieve school-wide improvement, including closing priority group achievement gaps.**
  - Use data to identify performance and practice gaps to inform PL plan.
  - Use research about best practices to identify potential learning and subject matter experts to support.
  - Solicit feedback from staff to inform selection of PL opportunities.
  - Provide PL relevant to the cultural and linguistic needs of students.
  - Provide both whole staff and differentiated PL to individual teacher levels.
- **Implement and sustain on-going, job-embedded professional learning (PL) (e.g. coaching, peer learning opportunities, action research)**
  - Recommend and/or provide PL opportunities directly related to individuals' specific areas of need and professional growth goals.
  - Encourage staff to broaden networks to bring new knowledge and resources to learning environment.
  - Teachers initiate opportunities for professional growth and proactively seek opportunities to enhance content knowledge and pedagogical skill.
- **Structure time for teachers to collaborate and learn together.**
  - Create schedules and systems to conduct peer observations, and coaching. Reflect on its impact.
  - Teachers provide and accept collegial support and feedback to/from colleagues.
  - Teachers participate in and facilitate professional inquiry in teams to advance student learning.
- **Make 'safe practice' an integral part of professional learning.**
  - Allow teachers ample time to try new strategies, refine skills, grapple with implementation problems, and share knowledge and experience.
  - Provide support that addresses the specific challenges of changing classroom practice. Provide coaching/mentoring support to validate continuing to work through struggles.
- **Monitor implementation to ensure staff uses new knowledge to improve practice and it is having the desired effect on practice and student outcomes.**
  - Conduct frequent non-REACH observations to provide coaching and actionable feedback.
- **Provide induction and support for new teachers.**
  - Assign each new teacher a mentor who is skilled in pedagogy and is an open, collaborative colleague.
  - Schedule a series of 'learning experiences' for new teachers that helps them navigate important initiatives (e.g. REACH) and provides information on school specific goals and resources.

**Evidence, Measures, and Standards**

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> <li>✓ School's PD Plan – review for goal alignment – does the plan advance the school's improvement agenda?</li> <li>✓ PD agendas, PD feedback surveys</li> <li>✓ Teacher practice improving on the Framework for Teaching (e.g. Basic&gt;Proficient, Proficient&gt;Distinguished)</li> </ul>
Measures	<ul style="list-style-type: none"> <li>✓ SQRP Attainment and Growth</li> <li>✓ Five Essentials: Collaborative Teachers</li> </ul>
Five Essentials	<ul style="list-style-type: none"> <li>Effective Leaders</li> <li>Collaborative Teachers</li> </ul>
CPS Framework for Teaching	<ul style="list-style-type: none"> <li><a href="#">4a. Reflecting on Teaching &amp; Learning</a></li> <li><a href="#">4d. Growing and Developing Professionally</a></li> <li><a href="#">4e. Demonstrating Professionalism</a></li> </ul>
CPS Performance Standards for School Leaders	<ul style="list-style-type: none"> <li>B2. Observes and Evaluates Staff and Gives Feedback to Staff</li> <li>B6. Professional Development Provided for Staff</li> </ul>

#### Aligned Resources:

Resources (e.g. time, budget, staff, and community resources) are aligned to school priorities. Improving achievement guides resource allocation. Making the most of student time and staffing is a priority. The school organizes resources school-wide through schedules and staffing plans that target additional time and individual attention to those students who need it most and to highest priority subject areas.

Score

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Every effort has been made to align the current priorities of the school with resources that support student learning, teacher professional development and fostering a good learning environment. New teachers were hired to address some of our concerns in the intermediate grades and with our Diverse Learners. Resources were utilized to purchase a new math curriculum for all grade level. Also, materials were purchased to support the reading instruction. The teachers now have tools from Sadlier; Common Core Progress, grammar, and phonics books to promote student growth.

#### Guide for Aligned Resources

- **Design a school day that is responsive to student needs.**
  - Use CPS Instructional Time Guidelines to maximize instructional time.
  - Use CPS Instructional Block Guidelines to maximize academic-engaged time.
- **Align the budget to the CIWP priorities and the mission of the school.**
  - Avoid overemphasis on the purchase of products/programs that are not research based or do not respond to SEF needs.
  - Leverage strategic source vendors to maximize dollars.
  - Seek and obtain grants to support articulated needs.
  - Use grant funds strategically to support areas of highest need.
  - Maximize the use of supplemental funding to close any priority group achievement gaps.
- **Streamline purchase procedures to minimize lapses between ordering and receiving materials.**
- **Evaluate, to the extent possible, the consequences for student learning of resource allocation decisions to develop an evidence base of outcomes of particular uses of resources.**
- **Have a 'hiring team' and collaborative hiring process with clear selection criteria to identify and select best available candidates.**
  - Actively work to build a pool of potential staff members, particularly difficult to fill positions (e.g. staff to serve English learners).
  - Use an interview process including a protocol for questioning and select highly qualified candidates.
  - Require a classroom lesson demonstration to assess candidate expertise, philosophy and commitment.
  - Check teachers' previous performance at CPS schools.
- **Strategically assign teachers to grade and content areas to create a balanced team with a variety of strengths.**
  - Ensure all students have fair access to high-quality teachers in the school.
- **Effectively utilize Related Service Providers at the classroom level.**
- **Use data including teacher evaluations and exit interviews to inform a retention strategy.**
  - Create a positive climate and working conditions for teaching that attracts and retains educator talent.
  - Create opportunities for growth including opportunities for staff to assume additional leadership roles or pursue personal growth goals.
  - Track retention rates over time and use this information to isolate staffing strengths and identify opportunities to improve.
  - Solicit information from staff using exit interviews/surveys to understand reasons for leaving school or district.
- **Make outreach efforts to engage community members as partners and resources.**
- **Partner with one or more organizations that share the values of the school and have a complementary mission to the school's vision.**
  - Monitor the impact of partner organizations' activity.

#### Evidence, Measures, and Standards

## EVIDENCE, MEASURES, AND STANDARDS

Suggested Evidence	✓ Schedules
	✓ Teacher retention rates
	✓ Staff exit interviews/surveys (data on reasons for leaving school or district)
	✓ Candidate interview protocol documents
	✓ List of community-based organizations that partner with the school and description of services
Measures	✓ Evidence of effectiveness of the services that community-based organizations provide
	✓ Budget analysis and CIWP
Five Essentials	✓ Five Essentials
CPS Framework for Teaching	Effective Leaders Collaborative Teachers
CPS Performance Standards for School Leaders	<u><a href="#">4a. Reflecting on Teaching &amp; Learning</a></u> <u><a href="#">4e. Demonstrating Professionalism</a></u> A3. Allocates Resources to Support Student Learning, Prioritizing Time B4. Hires and Retains Highly Effective Teachers

Expectations for depth & breadth of Student Learning

4 of 4 complete

### Curriculum:

The curriculum – what students should know and be able to do - makes standards come alive for students. All students have access to an academically rigorous curriculum that inspires students to think and contribute high quality work to authentic audiences beyond the classroom. The curriculum fully integrates academic and social emotional learning opportunities for all students, including diverse learners, English learners, and advanced learners. The school regularly examines the curriculum to check alignment to standards and opportunities for all students to meet those standards.

### Score

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Curriculum reflections happen via weekly teacher team meeting which are by grade bands on Tuesdays at 11:15

New math curriculum was purchased this year and approved by CPS. The curriculum is Go Math, and it is aligned to the CCSS. Kindergarten through eighth incorporates a component from Sadlier as part of their reading curriculum.

Language Live, Achieve 3000 and Think Through Math are used with fidelity throughout the school.

SEL programs are not evident in the weekly instruction. The school counselor doubles as the case manager thereby having an effect on activities and number of programs offered to our students.

### Guide for Curriculum

- **Adhere to the CPS Content Frameworks** (Math (<https://sites.google.com/a/cps.edu/kc/curriculum/content-area-subpages/library-science/cps-virtual-library/math-content-framework--virtual-library>), Science (<https://sites.google.com/a/cps.edu/kc/curriculum/content-area-subpages/science/cps-science-content-framework>), Social Science (<https://sites.google.com/a/cps.edu/kc/curriculum/content-area-subpages/social-science-1/social-science-content-framework-3-0>), and Literacy (<https://sites.google.com/a/cps.edu/kc/curriculum/content-area-subpages/literacy/cps-literacy-content-framework-2-0>)) **to ensure alignment of scope and text and task complexity.**
  - Provide a range and depth to knowledge and understanding of learning experiences that are language and content rich.
- **Align units of instruction (horizontally/vertically) to scope and sequence maps and pace units and lessons appropriately.**
  - Focus so units can be adequately addressed in the time available.
  - Examine formative data to determine mastery and pace. Discuss how much time it takes to adequately address the essential elements, and the viability of documents that articulate essential content and timing of delivery (e.g. pacing guides, curriculum maps).
- **Utilize the 'big ideas' that should be taught to determine whether students are being taught the body of knowledge, the understandings and the skills expected.**
  - Identify the essential understandings – what students should learn in greater depth. In other words, know 'covering everything but learning nothing' does not work.
- **Expose and extend opportunities for all students to grade appropriate levels of text complexity in all types of texts, including informational in all content areas.**
  - Articulate language goals that are separate from and support content goals. Literacy - reading, writing and speaking are essential 'learning tools' across the curriculum (disciplinary literacy).
- **Engage all learners in content areas by fully integrating opportunities for all learners, including:**
  - Diverse learners to demonstrate core knowledge and skills.
  - English Learners to develop academic language to demonstrate mastery.
    - Use English and native language development in addition to content standards to differentiate for English learners.
    - Understand research and implement programs to develop native language literacy for English learners.
  - Advanced learners to extend core knowledge and skills.
- **Distinguish qualitatively and quantitatively between 'regular courses' and 'advanced courses' (e.g. AP**

(<http://apcentral.collegeboard.com/home>), gifted (<https://docs.google.com/a/cps.edu/viewer?a=v&pid=sites&srcid=Y3BzLmVkdXxrY3xneDoyYjIINGI4MmY3YTlxYTgz>), etc.)

- Integrate academic and social emotional learning.
- Reach outside of the classroom for real world (or simulated) application. For example,
  - Incorporate web capabilities for interactivity and information sharing.
  - Integrate field-based learning through partnerships with city institutions (e.g. museums (<https://sites.google.com/a/cps.edu/kc/home/teachers/museum-resources>)), colleges, universities, and community based organizations.

## Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> <li>✓ Curriculum maps, vertical/horizontal</li> <li>✓ Sequencing and pacing guides</li> <li>✓ Thematic units which cover multiple disciplines</li> <li>✓ Comprehensive unit plans including assessments</li> </ul>
Measures	<ul style="list-style-type: none"> <li>✓ SQRP Attainment and Growth</li> </ul>
Five Essentials	<ul style="list-style-type: none"> <li>Ambitious Instruction</li> <li>Effective Leaders</li> <li>Collaborative Teachers</li> </ul>
CPS Framework for Teaching	<ul style="list-style-type: none"> <li><a href="#">3a. Communicating with Students</a></li> <li><a href="#">3c. Engaging Students in Learning</a></li> <li><a href="#">1a. Demonstrating knowledge of content and pedagogy</a></li> <li><a href="#">1d. Designing Coherent Instruction</a></li> </ul>
CPS Performance Standards for School Leaders	<ul style="list-style-type: none"> <li>B1. Implements Curricular Scope and Sequence and Reviews Instructional Practices</li> <li>C1. Creates a Culture that Supports Social Emotional Learning and Effective Effort</li> </ul>

### Instructional Materials:

Materials to present learning content and what the learner uses to demonstrate are characterized by variability and flexibility. Materials are identified and adapted to increase access to learning for all students. Materials include multimedia and embedded, just-in-time supports; varied tools and supports; alternative pathways, and varied levels of support and challenge. (adapted from UDL Guidelines 2.0)

Score

1 2 3 4

New math curriculum was purchased this year and approved by CPS. The curriculum is Go Math which is aligned to the CCSS. Sadlier Progress books for reading comprehension, language arts and phonics were purchased to use across grade levels K-8, they align to the CCSS as well as GRR. Language Live, Think Through Math, and Achieve 3000 are an extensive part of daily instruction.

## Guide for Instructional Materials

### Instructional materials (including technology) are.....

- Aligned to curricular plans and expectations of the standards.
- Varied and flexible.
  - Are selected and adapted based on learning objectives and learner needs.
  - Include a variety of quality media, manipulatives and supplies to achieve valued learning outcomes.
- Intentionally planned by identifying or adapting appropriate tools (including technology) for specific instructional needs.
  - Student outcomes and developmental appropriateness determine when and who will use the materials.
  - Materials are updated/upgraded in response to new information and understandings.
- Equitably available and accessible to all teachers and students.
  - Teachers and students have available a variety of high quality, standards-aligned instructional materials and resources.
  - Materials are in English and native language for English learners.
  - Reference and resource materials are readily available and circulated throughout the school.
- Include multimedia and embedded, just-in-time supports (e.g. hyperlinked glossaries, background information, and on-screen coaching) – for conveying conceptual knowledge.
  - Students interact with instructional materials to engage all modalities in the learning process.
  - Technology is integral to students learning experiences.
  - Units and lessons include grade-appropriate levels of texts and other materials so every student can access the content/skills.
- Include tools and supports needed to access, analyze, organize, synthesize, and demonstrate understanding in varied ways – for learning and expression of knowledge.
  - The needs of the students at different performance levels are met by using a variety of instructional materials that allow students to draw on all of their learning capacities.
  - The teacher models effective use of various materials.
  - Students understand that materials are a means to acquire language, knowledge, and competencies.
  - Technology enhances students' higher order, creative thinking and problem solving.
  - Materials connect subject area content to real life applications.
- Include alternative pathways including choice of content, varied levels of support and challenge, and options for recruiting and sustaining

**interest and motivation – for engaging and learning.**

- Students make choices about instructional materials as part of learning.
- Materials address the needs of the total child: cognitive, linguistic, social, emotional, physical, and aesthetic.
- Consumables are often non-print supplies that promote active, hands-on learning.

**Evidence, Measures, and Standards**

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> <li>✓ Cross-section of materials from a variety of content areas and grade levels</li> <li>✓ Evidence of scaffolding and differentiation for all students to access the content/skills</li> <li>✓ Description of materials in curriculum and/or lesson plans</li> <li>✓ Presence of varied texts, supplementary media (e.g. videos)</li> </ul>
Measures	<ul style="list-style-type: none"> <li>✓ SQRP Attainment and Growth</li> </ul>
Five Essentials	<ul style="list-style-type: none"> <li>Ambitious instruction</li> <li>Supportive Environment</li> </ul>
CPS Framework for Teaching	<ul style="list-style-type: none"> <li><a href="#">1.a. Demonstrating Knowledge of Content and Pedagogy</a></li> <li><a href="#">1.b. Demonstrating Knowledge of Students</a></li> <li><a href="#">1.c. Selecting Learning Objectives</a></li> <li><a href="#">1.d. Designing Coherent Instruction</a></li> </ul>
CPS Performance Standards for School Leaders	<ul style="list-style-type: none"> <li>A3. Allocates Resources to Support Student Learning, Prioritizing Time</li> </ul>

**Rigorous Student Tasks:**

The school regularly examines student work - what students are being asked to do on in their classrooms - across grades or courses in all content areas. Examining the texts and tasks students experience provides the necessary insight to gauge rigor and illuminate how the standards are actualized prompting the question whether or not approaches support the true spirit of college and career readiness. (adapted from The Education Trust – Equity in Motion Series)

**Score**

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Teachers meet weekly to discuss topics related to teaching and learning. Meetings have had a focus of reading and mathematics. Little discussion with authentic student work has been done at these meetings. Objectives are posted for each lesson and reviewed with the students to set the purpose for learning. Student work is posted with guiding comments with next steps in some classrooms.

**Guide for Rigorous Student Tasks**

- **Begin with the belief that all students can learn. (see Culture for Learning)**
  - Convey high learning expectations for all students and develop structures that enable practice and perseverance for each individual student.
  - Create an environment where students assume responsibility for high-quality work by persevering, initiating improvements, addressing critiques, making revisions, adding detail and/or helping peers.
  - Communicate the necessity of attendance and engagement everyday in order to succeed.
- **Plan and assign tasks that are cognitively challenging for individual students and require students to provide evidence of their reasoning.**
  - Align tasks with standards-based learning objectives that reflect the depth of knowledge expectations.
  - Tasks are Integrative to draw on multiple standards.
  - Teach for Robust Understanding in Mathematics (TRU Math ([https://sites.google.com/a/cps.edu/kc/curriculum/content-area-subpages/math/tru-math-dimensions/TRU%20Math%20-%20%20Conversation%20Guide%20\(Short%20Version\).pdf?attredirects=0&d=1](https://sites.google.com/a/cps.edu/kc/curriculum/content-area-subpages/math/tru-math-dimensions/TRU%20Math%20-%20%20Conversation%20Guide%20(Short%20Version).pdf?attredirects=0&d=1))). Engage students with important mathematical ideas, not simply receiving knowledge, requiring students to engage in productive struggle.
- **Tasks reflect the key shifts in literacy.**
  - **Complexity:** Tasks reward close reading of complex text; Focus on comprehension of academic language, not obscure vocabulary.
  - **Evidence:** Cite evidence from text and write to sources, not decontextualized prompts.
  - **Knowledge (non-fiction):** Tasks embed reading and writing across disciplines with a variety of literary and informational complex texts and tasks and demonstrate comprehension through speaking, listening.
- **Tasks reflect the key shifts in mathematics.**
  - **Focus:** Tasks reflect a curricular and instructional focus on the major work in (e.g. operational fluency and number sense in K-2).
  - **Coherence:** Multi-grade progressions stress key beginnings (e.g. ratios in 6th grade) and key end points (e.g. fluency with multiplication in 3rd);
  - **Rigor:** Problems require construction of mathematical reasoning and critiques of other possible solutions.
- **Provide opportunities for students to create authentic work for real audiences (beyond the teacher) to motivate them to meet standards and engage in critique and revision.**
- **Examine student work to identify and showcase the qualities of strategic thinking that are both rich in content and relevant for students.**
  - Analyze models with students to build a vision of quality.
  - Use protocols to collectively reflect regularly on the level of cognitive demand asked of students across the school, particularly priority group students, to think strategically as speakers, listeners, readers, and writers.
  - Analyze student work samples as part of professional learning to best support students' attainment of quality work and standards.



## Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> <li>✓ Cross-section of student work from a variety of content areas</li> <li>✓ Observation of student learning (e.g. learning walks/walkthroughs)</li> <li>✓ Focus group(s) and discussions with students</li> </ul>
Measures	<ul style="list-style-type: none"> <li>✓ SQRP Attainment and Growth</li> </ul>
Five Essentials	Ambitious instruction
CPS Framework for Teaching	<ul style="list-style-type: none"> <li><a href="#">1.d. Designing Coherent Instruction</a></li> <li><a href="#">2b. Establishing a Culture for Learning</a></li> <li><a href="#">3b. Using Questioning and Discussion Techniques</a></li> <li><a href="#">3c. Engaging Students in Learning</a></li> </ul>
CPS Performance Standards for School Leaders	B1. Implements Curricular Scope and Sequence and Reviews Instructional Practices

### Transitions, College & Career Access & Persistence:

Score

The school creates pathways to success built on a vision in which all students leave secondary school with a clear plan for their initial postsecondary destination, whether in apprenticeship training, work, or college. All students have equal access to college preparatory curriculum to be successful. The school is characterized by structures for developing early postsecondary awareness and the knowledge and skills that lay the foundation for the academic rigor and social development necessary for college and career success. Students are equipped with the confidence in their ability to implement and adapt their plan throughout their lives as they and the world around them change. This vision sees students as the architects of their own lives. (adapted from Creating Pathways to Success, Ontario)

1 2 3 4

Lesson plans are aligned to the CCSS which promote college and career readiness. The counselor organizes a College Panel that provides our students in grades 6th-8th with information about college life. This allows Crown Alumni to share their experience with current students. It also shows our students that acquiring a higher education is obtainable. They are allowed to ask question of the panel. We also have Career Day. People from various fascist of life come and share their work experience and other information about their profession. A core group of our students got to participate in a week long college visit through After School Matters. They stayed in the dorms and attended activities daily.

### Guide for Transitions, College & Career Access & Persistence

- **TRANSITIONS - Have structures and processes in place to ensure successful transitions (e.g. into school , grade to grade, school to school, school to post-secondary).**
  - Mitigate the adverse effects experienced by some students in transition – such as arriving part-way through the school year – that can cause students to fall behind or become disengaged from school.
  - Monitor the progress of English learners after transition from services.
  - Provide programs and interventions that help students as they move from middle school through Freshmen year, including but not limited to: High School Investigation Days, Freshmen Connection program (where budget allows), and a robust Freshmen Orientation program. Implement targeted holistic student supports the entire Freshmen year.
  - Provide sustained summer learning experiences to minimize learning loss and support key transition periods (e.g. summers before Kindergarten, HS, and college).
    - Use student data and best practices research to develop focused programs.
    - Expand access beyond students who are struggling academically.
    - Provide school counseling and postsecondary advising transition support and follow-up during “Summer Melt” and the first year of college.
  - **AWARENESS - Expose students early to academic/professional worlds beyond K-12.**
    - Provide students opportunities to discover personal talents and skills, identify career interests, and pursue coursework/activities necessary to reach personal, academic and career goals.
    - Expose students to a range of career paths and the educational requirements of each to improve long-term planning and goal-setting.
    - Start the conversation about college in primary grades.
    - Make parents aware of academic opportunities and supports for their child.
  - **READINESS – Ensure equitable access to college preparatory curriculum.**
    - Provide access to 8<sup>th</sup> Grade Algebra to all eligible 8<sup>th</sup> grade students.
    - Provide access to early college and career coursework and credential opportunities while in HS (e.g. AP credit, Dual credit, industry credentials (CTE), Seal of Biliteracy)
    - Teach students to analyze their transcripts and test scores, as well as connect course selection, attendance, and grades to their continued success and access to postsecondary options, and adjust their actions and behavior to make progress toward graduation and their top postsecondary choice. Provide support and motivation to encourage B’s or better and improving attendance.
    - Create opportunities for students to explore college and career knowledge, mindsets, and skills necessary for academic planning and goal setting.
    - Find opportunities to work with all students on academic and personal behaviors, including persistence, engagement, work habits/organization, communication/ collaboration, and self-regulation.
    - In Naviance, develop an Individual Learning Plan that tracks coursework, college and career assessments, goal setting, 6th-12th grade milestones completion that culminates in a concrete postsecondary plan.
  - **SUCCESS - Provide direct assistance to all students and families through every stage of the college selection, application, and entry process (Transition to College (HS))** including, but not limited to academic planning/advising to assist with:

- Selecting colleges with the best institutional graduation rates for their level of qualifications. (Students of all qualification levels are more likely to graduate from college if they attend a postsecondary institution with high graduation rates)
- Researching/comparing options including short and long-term financial outcomes, comparing college graduation rates, and other statistics to narrow down options.
- Researching living wage options such as an apprenticeship or certification programs for students who wish to work after high school and/or want to delay college.
- Applying to multiple colleges—generally three or more.
- Navigating financial aid and capitalizing on grant and scholarship opportunities.

## Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> <li>✓ Data on college visits and college fair information</li> <li>✓ Naviance Monthly Data</li> <li>✓ Scholarships earned</li> <li>✓ Artifacts, plans, or timelines related to successful transitions structures</li> <li>✓ To &amp; Through data</li> </ul>
Measures	<ul style="list-style-type: none"> <li>✓ College Enrollment, Persistence, Drop Out, and Attendance Rates</li> <li>✓ Early College and Career Credentials</li> </ul>
Five Essentials	Ambitious Instruction      Supportive Environment
CPS Framework for Teaching	<a href="#">2b. Establishing a Culture for Learning</a>
CPS Performance Standards for School Leaders	C1. Creates a Culture that Supports Social Emotional Learning and Effective Effort C2. Builds a culture of high aspirations and achievement for every student.

## Expectations for depth & breadth of Quality Teaching

3 of 3 complete

### Instruction:

The teachers have finely honed instructional skills. They can shift from one approach to another as the situation demands by carefully monitoring the effect of their teaching on student learning. They seamlessly incorporate ideas and concepts from other parts of the curriculum into their explanations and activities. Their questions probe student thinking and serve to extend understanding. They promote the emergence of self-directed learners.

### Score

1   **2**   3   4

Working on the Instructional Domain III with special focus on 3b Questioning and Discussion Techniques. We are working on shifting the teacher's thinking by providing them with tools to use to create questions that develop critical thinkers. Teachers are strongly encouraged to use data to create flexible grouping. In fact, teachers are required to meet with the principal to discuss grouping and intervention strategies to increase student growth. The administrative team conducts classroom visits with suggestions for improvement when needed.

## Guide for Instruction

- **Plan a range of effective pedagogical approaches suitable to student learning of the content/skills taught and anticipate student misconceptions.**
- **Effectively communicate with students.**
  - Guide students to articulate the relevance of the objective(s) to learning.
  - Anticipate possible student misunderstanding.
  - Enable students to develop a conceptual understanding of content while making connections to their interests, knowledge, and experience.
  - Enable students to contribute to extending the content by explaining concepts to their classmates.
  - Build on students' language development and understanding of content.
  - Use vocabulary appropriately for students' ages and development. Students contribute to the correct use of academic vocabulary.
- **Use questioning and discussion as techniques to deepen student understanding and challenge.**
  - Use a variety of low- and high-level, open-ended, and developmentally appropriate questions to challenge students cognitively, advance high level thinking and discourse, and promote metacognition.
  - Use techniques that enable students to engage each other in authentic discussions about content. And, enable students to formulate their own questions and respectfully challenge one another using viable arguments based on evidence.
  - Encourage student responsibility for ensuring all voices are heard in the discourse and that all students are listening and responding to questions and answers from their teacher and peers.
  - Require students to cite textual evidence to support/develop a claim.
- **Engage students in learning.**
  - Scaffold instruction to ensure all students, including diverse learners and English Learners, access complex texts and engage in complex tasks.
  - Provide targeted supports to individual students or groups of students based on their identified needs.
  - Provide instruction designed to develop language domains for English learners.
- **Monitor the effect of teaching on student learning and integrate formative assessment into instruction.**
  - Monitor progress and check for understanding for individual students.
  - Change instructional practice based on analysis of current data.

- Use universally designed assessments that allow for multiple pathways for students to demonstrate understanding of the objective(s).
- Also see *Balanced Assessment*.
- **Persist in adjusting instruction so individual student misunderstandings or advanced needs are successfully accommodated.**
  - Intervene in a timely and effective way to help students who are struggling.
  - When formative assessments show a need for intervention or enrichment, make effective impromptu adjustments that individualize instruction.
  - Use progress monitoring data to trace effectiveness of interventions and student response to intervention.

## Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> <li>✓ Evidence of best practices (flexible grouping, cognitively demanding tasks, open-ended questions)</li> <li>✓ Informational observations, peer observations, learning walks</li> <li>✓ Lesson studies</li> </ul>
Measures	<ul style="list-style-type: none"> <li>✓ SGRP Attainment and Growth</li> <li>✓ REACH observation trends (de-identified)</li> </ul>
Five Essentials	Ambitious Instruction Effective Leaders Supportive Environment
CPS Framework for Teaching	<a href="#">3a. Communicating with Students</a> <a href="#">3b. Using Questioning and Discussion Techniques</a> <a href="#">3c. Engaging Students in Learning</a> <a href="#">3d. Using Assessment in Instruction</a> <a href="#">3e. Demonstrating Flexibility and Responsiveness</a>
CPS Performance Standards for School Leaders	B1. Implements Curricular Scope and Sequence and Reviews Instructional Practices B2. Observes and Evaluates Staff and Gives Feedback to Staff

### Multi-Tiered System of Support:

The school is characterized by full implementation a system of academic and social emotional (SEL) supports for all students. Every day, in all classrooms, all teachers provide: Universal instruction in the core curriculum - academic & SEL (Tier 1) to all students; additional targeted academic and SEL supports (Tier 2) where needed; and deep and intense supports (Tier 3) based on individual and small group needs. The school also monitors On Track data (grades/GPA and attendance (ES), and course credits (HS)) to provide interventions/supports for students at risk for failure and/or truancy.

Score

1 2 3 4

Plans and desires for MTSS but not enough time to implement. Lots of talk around MTSS but not much done in terms of implementation. While the teachers have been in-serviced on the MTSS process some of them still need support with completing the paperwork in SSM, identifying intervention tools, and collecting progress monitoring data. SEL supports are missing throughout the building. However the social worker serves kids on an individual bases and works with groups of students weekly.

### Guide for Multi-Tiered System of Support

- **TIER 1 - Persist in adjusting instruction so individual student misunderstandings or advanced needs are successfully accommodated. (3e)**
  - Intervene in a timely and effective way to help students who are struggling.
  - When formative assessments show a need for intervention or enrichment, teachers make effective impromptu adjustments that individualize instruction for students.
  - Use progress monitoring data to trace effectiveness of interventions and student response to intervention.
- **TIER 1 - Customize the learning environment, pace, and approach of teaching and curriculum in order to meet each learners' individual needs ('Personalized Learning').**
  - Empower student to advance their learning.
  - Use up-to-date individual student profiles that include strengths, needs, motivations, and outlines an individualized path to reach his/her goals.
  - Classrooms are student-centered with student agency.
  - Each student has the opportunity to advance upon demonstrating mastery.
- **ON TRACK - Provide universal supports to prevent failing and absenteeism and targeted interventions for grades below "C" or chronic absenteeism. (On Track)**
  - Identify students off track due to low attendance and poor course performance and provide intensive supports to address root causes of why students have low grades and poor attendance.
- **TIER 2 & 3 - Collaborate and work as teams of teachers and Related Service Providers (RSP) to plan and monitor targeted student support with varied instructional strategies and SEL support of varying degrees of intensity for all students.**
  - Monitor students requiring and receiving targeted and intensive instruction/interventions.
  - Use the Problem Solving Process to plan Tier 2 and 3 instruction/interventions.
  - Determine appropriate interventions for students or groups of students not making adequate progress.
  - Use progress monitoring data to track effectiveness of interventions and student response to intervention.
- **TIER 2 & 3 – Implement Personal Learning Plans (PLP (<https://sites.google.com/a/cps.edu/kc/curriculum/instructional-supports/school-year-supports---personal-learning-plans>)) goals and intervention strategies for students requiring school year supports as described in Elementary School Promotion Policy (Board Report 09-1028-PO2).**
  - Ensure implementation of these plans, review subsequent 5 week data, determine the effectiveness of the strategies and adjust plans as needed.
- **Communicate to parents/guardians the additional supports and/or interventions provided for their child to better align school and home**

environments.

## Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	✓ Evidence of multi-tiered system of supports (e.g. progress monitoring data, menu of available interventions in use, teacher team protocols in use)
	✓ Evidence of Personal Learning Plan (PLP) implementation
	✓ Integrated data system that informs instructional choices
	✓ Flexible learning environments
	✓ Use of student learning plans
	✓ Use of competency-based assessments
	✓ Use of personalized learning rubric
Measures	✓ Evidence of On Track monitoring and supports
	✓ SQRP Attainment and Growth
	✓ Attendance Rates
Five Essentials	✓ Course success rates (e.g. grade distributions, pass/failure rates)
	Ambitious Instruction
	Collaborative Teachers
CPS Framework for Teaching	Supportive Environment
	<a href="#">1a. Demonstrating knowledge of content and pedagogy</a>
	<a href="#">1b. Demonstrating Knowledge of Students</a>
	<a href="#">1d. Designing Coherent Instruction</a>
	<a href="#">2d. Managing Student Behavior</a>
	<a href="#">3d. Using Assessment in Instruction</a>
CPS Performance Standards for School Leaders	<a href="#">3e. Demonstrating Flexibility and Responsiveness</a>
	<a href="#">4b. Maintaining Accurate Records</a>
	B3. MTSS Implemented Effectively in School

### Balanced Assessment & Grading:

A balanced assessment system effectively measures the depth and breadth of student learning and monitors student progress towards college and career readiness. It also produces actionable data to inform planning for instruction, academic supports, and resource allocation. To meet these goals, a balanced assessment system must include multiple measures and be responsive to the needs of all students, including diverse learners and English learners.

Score

1 2 3 4

There is a district wide assessment calendar that is followed. We use the gradebook that is embedded in Impact. There is a universal grading policy used in grades 1st-8th. Students are assessed by using NWEA, Access, PARCC, DIBELS, and TRC. In addition teachers create assessments which are reflected in their lesson plans and gradebooks.

### Guide for Balanced Assessment & Grading

- **Use multiple measures (i.e. a range of assessment types and at multiple points in time) to supplement district-centralized assessments with other formative assessments to provide a more comprehensive picture of student learning.**
- **Use screening, diagnostic, and progress monitoring assessment to correctly identify specific gaps and monitor improvement, especially for students receiving Tier 2 and 3 services, in addition to Tier 1 core instruction. (also see *MTSS and Instruction*)**
- **Make assessments accessible to students, including diverse learners and English Learners through employing features of universal design (<http://www.udlcenter.org/aboutudl/udlcurriculum>) and use of accommodations and, where needed, modifications.**
  - Provide accommodations in presentation (i.e. how assessment text and tasks are presented to students), response (i.e. how students provide their answers), and/or setting/timing (i.e. scheduling/location of assessment).
- **Utilize assessments that reflect the key shifts in literacy and mathematics in teacher created or selected assessments.** (see Rigorous Student Tasks)
- **Utilize assessments that measure the development of academic language for English learners.**
- **Have access to and analyze school-wide, teacher team, and classroom assessment data to determine instructional effectiveness and subsequent learning needs**
- **Improve and promote assessment literacy.**
  - Work together on building common assessments within a department, course, or grade level team.
  - Invest resources in helping teachers evaluate and improve the quality of formative assessments. For example, use the Assessment Design Toolkit (<http://www.csai-online.org/spotlight/assessment-design-toolkit>).
  - Use common protocols and calibrate on scoring and grading in teacher teams.
  - Analyze quality and alignment of assessments and tasks to ensure they meet the expectations of the standards and embed various levels of complexity.
- **Have a grading system that clearly, accurately, consistently, and fairly communicates learning progress and achievement to students, families, postsecondary institutions, and prospective employers.**
  - Ensure that students, families, teachers, counselors, advisors, and support specialists have the detailed information they need to make important decisions about a student's education.
  - Measure, report, and document student progress and proficiency:

- Against a set of clearly defined cross-curricular and content-area standards and learning objectives collaboratively developed with staff.
- Separately from work habits, character traits, and behaviors, so that educators, counselors, advisors, and support specialists can accurately determine the difference between learning needs and behavioral or work-habit needs. academic mindsets and behaviors (CCSR).
- Ensure consistency and fairness in the assessment of learning, and assignment of scores and proficiency levels against the same learning standards, across students, teachers, assessments, learning experiences, content areas, and time.
- Ensure grades are not used as a form of punishment, control, or compliance.

## Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> <li>✓ Examples of a variety of teacher created and teacher selected assessments</li> <li>✓ Units and lesson plans with formative and summative assessments embedded in a long term plan</li> <li>✓ Evidence of assessment data analysis for the purpose of planning</li> <li>✓ Assessment calendar</li> <li>✓ Examples of gradebooks</li> <li>✓ School's grading policy</li> <li>✓ Grade distribution reports (course success rates)</li> </ul>
Measures	✓ SQRP Attainment and Growth
Five Essentials	Ambitious Instruction
CPS Framework for Teaching	<a href="#">1c. Selecting Learning Objectives</a> <a href="#">1e. Designing Student Assessment</a> <a href="#">3d. Using Assessment in Instruction</a> <a href="#">4a. Reflecting on Teaching &amp; Learning</a> <a href="#">4b. Maintaining Accurate Records</a>
CPS Performance Standards for School Leaders	B1. Implements Curricular Scope and Sequence and Reviews Instructional Practices

## Expectations for Quality & Character of School Life

6 of 6 complete

### Culture for Learning:

A culture for learning is characterized by a school atmosphere that reflects the educational importance of the work undertaken by both students and staff. It describes the norms that govern the interactions among individuals about the mindsets (e.g. ability/confidence to grow with effort), academic behaviors (e.g. attending classes, completing assignments), the learning strategies and skills, the value of perseverance despite challenges and obstacles, and the general tone of the school. The classroom is characterized by high cognitive energy, by a sense that what is happening there is important, and that it is essential to "get it right." There are high expectations for all students. The classroom is a place where teachers and students value learning and hard work, and students take visible delight in accomplishing their work. Staff believe they can make a difference, that their hard work is the fundamental cause of student achievement, and are invested in student outcomes.

### Score

1 2 3 4

Lack of understanding of the sense of urgency to see exponential student growth by various measures. Diverse Learning program exemplifies this. Teachers focus in on social issues as impediments to student learning. Students display a lack of understanding the importance of learning as measured by ADA and growth measures on NWEA & PARCC. Attendance is not a priority for some of our students; they do not see the value of attending school daily. Others constantly disrupt class which may interfere with their classmates' instruction.

## Guide for Culture for Learning

- **Create a culture that reflects a shared belief in the importance of learning and hard work.**
  - Use strategies to reinforce and cultivate student curiosity.
  - Make learning goals relevant to students, and inspire students to stay committed to their learning goals.
  - Consistently communicate the expectation that all students can achieve at high levels.
  - Utilize strategies to encourage daily and timely attendance.
- **Convey high learning expectations for all students and develop structures that enable practice and perseverance for each individual student.**
  - Clearly display school-wide expectations for academic and personal success throughout the building.
  - Set high expectations according to grade-appropriate learning objectives.
  - Differentiate expectations so all students stretch to not only meet but exceed personal learning goals.
  - Recognize high levels of student achievement. All students receive recognition.
  - Encourage student resilience and hard work.
  - Ensure students feel safe to share misunderstandings and struggles.
- **Encourage students to take ownership and pride in their work where students assume responsibility for high-quality work by persevering, initiating improvements, addressing critiques, making revisions, adding detail and/or helping peers.**
  - Students self-assess (e.g. checking own work before giving to teacher) to develop a reflective habit of mind essential for improvement. This ensures

- students take responsibility for their own learning, focuses attention on criteria for success, and increases effort and persistence.
- **Provide students frequent, informative feedback.**
  - Tell/show students what they have done well (through positive reinforcement) and what they need to do to improve, including clarifying criteria and goals.
  - Give feedback on the task, the processes used to complete the task, and on the student's ability to self-regulate their own learning.
- **Develop academic mindsets and behaviors.**
  - Teach a growth mindset that over time with effort and practice, students can learn and succeed.
  - Encourage students' sense of belonging to the school and classroom community (see Relational Trust).
  - Employ strategies including ongoing monitoring and support of students' academic behaviors.
  - Praise effort and process. For example, "Good job, that must have taken a lot of effort" instead of, "Good job. You must be really smart."

## Evidence, Measures, and Standards

Evidence, Measures, and Standards	
Suggested Evidence	<ul style="list-style-type: none"> <li>✓ Sample of individual student learning goals from a cross-section of teachers</li> <li>✓ Also review student work evidence from Rigorous Student Tasks</li> </ul>
Measures	<ul style="list-style-type: none"> <li>✓ Five Essentials – Ambitious Instruction</li> <li>✓ SQRP Attainment and Growth</li> </ul>
Five Essentials	<ul style="list-style-type: none"> <li>Ambitious Instruction</li> <li>Collaborative Teachers</li> <li>Supportive Environment</li> </ul>
CPS Framework for Teaching	<a href="#">2b. Establishing a Culture for Learning</a>
CPS Performance Standards for School Leaders	C1. Creates a Culture that Supports Social Emotional Learning and Effective Effort

### Relational Trust:

The school is characterized by high levels of relational trust between all school participants - the "glue" or the essential element that coordinates and supports the processes essential to effective school improvement. Interactions, both between the teacher and students and among students, are highly respectful, reflecting genuine warmth and caring. Students contribute to high levels of civility. Interactions are sensitive to students as individuals, appropriate to the ages and development of individual students, and to the context of the class. The net result of interactions is that of academic and personal connections among students and adults.

Score

1 2 3 4

Adults have to mediate conflict between students on a daily basis. Some staff members are not willing to establish expectations for individual students and want all students to follow the same plan. Teachers lack comfort to talk with one another and school based administrators about matters that impact the learning environment. Students walk out of classes when they do not want to engage with particular teachers due to lack of respect by both parties.

### Guide for Relational Trust

- **Develop trusting relationships with students so each student has at least one trusted adult in the school.**
  - Adults are responsible for occasional check-ins or serve as mentors.
- **Adult-student interactions are positive, caring, and respectful.**
  - Ensure a greater proportion of interactions are positive (as opposed to corrective) between staff and student consistently school-wide.
- **Student interactions are mutually supportive and respectful, with strong norms for positive behavior.**
  - Create opportunities for students to build positive relationships with peers.
  - Create opportunities for older students to mentor younger students.
- **Understand diversity and its impact on student learning; recognize and integrate the learning opportunities that come from a diverse community.**
  - Create opportunities for students to learn about the community they serve (e.g. culture and neighborhoods).
  - Have mutual respect for individual differences (e.g. gender, race, culture, etc.) at all levels of the school—student-student; adult-student; adult-adult and overall norms for tolerance.
  - Provide training to engage diverse families and communities.
- **Support and respect one another, personally and professionally (Teacher-Teacher Trust, Teacher-Principal Trust)**
  - Respect other teachers who take the lead in school improvement efforts.
  - Respect colleagues who are experts at their craft.
  - Exchanges are marked by genuinely listening to what each person has to say and by taking these views into account in subsequent actions. Even when people disagree, individuals can still feel valued if others respect their opinions.
  - Personal regard springs from a collective willingness to extend beyond the formal requirements of a job definition or a union contract (e.g. openness or reaching out to others).
- **Utilize relationships as a means of deterring truant behavior brought on by unspoken hurdles a child may be facing.**

## Evidence, Measures, and Standards

## EVIDENCE, MEASURES, AND STANDARDS

Suggested Evidence	✓ Five Essentials/My Voice, My School Survey ✓ School Climate Standards Self-Assessment
Measures	✓ Five Essentials
Five Essentials	Collaborative Teachers Supportive Environment
CPS Framework for Teaching	<a href="#">1b. Demonstrating Knowledge of Students</a> <a href="#">2a. Creating an Environment of Respect and Rapport</a>
CPS Performance Standards for School Leaders	D2. Creates, develops and sustains relationships that result in active student engagement in the learning process E1. Creates a Culturally Responsiveness Climate

### Student Voice, Engagement, & Civic Life:

Students are interested and engaged in learning, invested in their school, and contributing to their community. The school provides early and ongoing exposure to a wide range of extracurricular activities and rigorous courses and programming.

Score

1 2 3 4

We offer a multiple extracurricular activities through our partnership with Columbia College. However we do not have programs such as IB programs and the high school credit algebra is no longer offered. There are limited project based curriculum. We lack evidence of student voice and interest surveys.

### Guide for Student Voice, Engagement, & Civic Life

#### Students...

- **Have equitable access to a wide range of extracurricular and enrichment opportunities that build leadership, nurture talents and interests, and increase attendance and engagement with the school.**
  - Student needs, interest, and input are solicited for student programming.
  - Impact and quality of extracurricular and enrichment activities are measured regularly.
- **Have equitable access to rigorous courses/programming (e.g. AP, IB, magnet, dual credit, CTE).**
  - Student needs, interest, and input are solicited for student programming.
- **Have a choice.**
  - Respectful student questioning and inquiry is embraced. Students choose issues of concern, research topics relevant to their lives, and develop their own plans to address them.
  - Learning activities are personalized to match students' needs and interests, and students are involved in decisions that affect their learning.
- **Have a voice and take informed action.**
  - Students are included in key conversations about their learning experience and work with the principal and staff to identify issues and implement solutions. (e.g. student voice committee).
  - Students initiate and lead some school improvement initiatives.
  - Students participate in democratic decision-making at the school level.
  - Students identify and research issues of relevance and work together to propose/advocate for solutions.
- **Connect to decision-makers.**
  - Students learn about the structures and roles of government and civil society. They learn how to engage with elected officials and decision makers, and learn they have power and practice using it.
  - Students learn about issues and candidates, prepare voter education materials and get involved.
  - All eligible students are asked to register to vote.
- **Make positive contributions to the school and community.**
  - Civic engagement is the project of entire school. Teachers and school staff collaborate across disciplines and grade levels to align and embed civic skills and content in curriculum.
  - Curriculum based projects, including service learning experiences, are present in various disciplines, and link students to community resources and partners.
  - Incorporate writing for audience beyond the teacher (presentation based learning).
- **Learn to evaluate and consider multiple viewpoints by discussing current and controversial topics.**
- **Consider how people in a democratic society effect change.**
- **Consider their roles and responsibilities as a member of the community.**
- **In high school, students are enrolled in Civics courses.**

### Evidence, Measures, and Standards

Evidence, Measures, and Standards	
Suggested Evidence	<ul style="list-style-type: none"> <li>✓ Extracurricular offering info (e.g. descriptions of sports and clubs, list of partner organizations, participation data)</li> <li>✓ Student interest surveys (and/or other avenue for student input)</li> <li>✓ Policies regarding student engagement in decision making</li> <li>✓ Student government or committee charter and responsibilities</li> <li>✓ MVMS Student Survey completion rates and results</li> </ul>
Measures	✓ Five Essentials – Supportive Environment
Five Essentials	Supportive Environment
CPS Framework for Teaching	<a href="#">1b. Demonstrating Knowledge of Students</a> <a href="#">2a. Creating an Environment of Respect and Rapport</a> <a href="#">3c. Engaging Students in Learning</a>
CPS Performance Standards for School Leaders	D3. Utilizes Feedback from Multiple Stakeholders for School Improvement
Content Standards	<a href="#">Social Science 3.0</a> Social Emotional Learning Standards

**Safety & Order:**

The school is characterized by high levels of safety and order. Students feel physically and emotionally safe from harm, and adults work to actively maintain a safe, orderly school environment.

Score

1 2 3 4

Lack of consistent effort to develop and implement school wide practices for transitions. Teachers need to model expected behaviors and be unified with those expectations. We must increase the monitoring of visitors in the building by notifying them of our rules and adhere to them. Parents show up at the door of teachers at various times during the day without prior announcement.

**Guide for Safety & Order**

- **Ensure students and adults feel physically, socially, intellectually, and emotionally safe throughout the school.**
- **Provide clear procedures for reporting and responding to safety concerns.**
- **Manage efficient and orderly transitions between activities.**
  - Manage classroom routines and procedures to maximize instructional time.
  - Orchestrate the environment so students contribute to the management of classroom routines (e.g. transitions) without disruption of learning).
  - Arrival, dismissal, and other school-wide transitions are safe, efficient, and orderly.
- **Provide a framework for positive behavior throughout the school based on shared values and expectations.**
  - Have shared expectations for positive behavior. (See Restorative Approaches to Discipline)
- **Teach, model, and reinforce (by all staff members) clear behavior expectations for all areas of the school.**
  - All adults use active supervision (move, scan, and interact) in all settings.
- **Emphasize proactive, instructive, and restorative approaches to student behavior and minimize punitive consequences through policies and procedures. (See Restorative Approaches to Discipline)**
  - Adults correct misbehavior in ways that reinforce established expectations and cause minimal disruption to learning.
- **Clarify criteria for office referrals versus classroom managed behavior.**

**Evidence, Measures, and Standards**

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> <li>✓ MVMS score – “Safety”</li> <li>✓ % of teachers proficient or distinguished in 2c (Management of Transitions) on the Framework for Teaching?</li> <li>✓ Examples of teacher practice improving in Domain 2 of the Framework for Teaching.</li> <li>✓ School Climate Standards Rubric/Assessment</li> </ul>
Measures	<ul style="list-style-type: none"> <li>✓ Five Essentials – Supportive Environment score</li> <li>✓ My Voice, My School Survey “Safety” score</li> </ul>
Five Essentials	Supportive Environment
CPS Framework for Teaching	<a href="#">2a. Creating an Environment of Respect and Rapport</a> <a href="#">2c. Managing Classroom Procedures</a> <a href="#">2d. Managing Student Behavior</a>
CPS Performance Standards for School Leaders	A4. Creates a Safe, Clean and Orderly Learning Environment

**Restorative Approaches to Discipline:**

The school is characterized by having and implementing policies and procedures that emphasize proactive, instructive, and restorative approaches minimizing punitive consequences. Discipline practices primarily focus on shaping behavior as opposed to

Score

1 2 3 4



punishing behavior. The school only uses out-of-school suspension as a last resort and utilizes a systems-change approach to bring about a more restorative culture. The school is also characterized by strong and consistent school and classroom climates. The school reinforces positive behaviors and responds to misbehaviors in calm, respectful, and thoughtful ways, teaching students important social and emotional skills that enable them to get along with others, make responsible decisions, and focus on learning. When misbehavior occurs, the school seeks to understand the underlying reasons (root cause) in order to design a response that effectively changes student behavior using a menu of instructive, corrective and restorative responses.

There isn't a true systematic order to discipline in classrooms school wide. The school uses restorative justice measures such as peer groups, adult led mediation, time out, parent conferences, detention and in school suspension when dealing with student discipline. The PBIS program is not currently operating with fidelity school wide. All teachers have been trained in CHAMPS however the classroom environment does not consistently reflect implementation across grade levels. The teachers lack the time to talk with students and work with students on making responsible decisions and focus on learning. Some teachers seek to get to the root cause of underlying behaviors and deal with students individually while others simply want students removed from the learning environment.

### Guide for Restorative Approaches to Discipline

- **PROACTIVE - Reinforce positive student behavior with clear expectations, routines, and procedures.**
  - A team meets regularly to organize systems that support a restorative environment.
  - Post and refer to clear, positively stated expectations and model expected behaviors.
  - Create routines and procedures central to the learning environment.
  - Engage families as partners.
  - Contact families frequently to inform them of positive student behavior and progress.
  - Vary acknowledgements and provide both short and long term opportunities for reinforcement for all students.
- **INSTRUCTIVE - Integrate universal SEL skills instruction and core content.**
  - Intentionally teach competencies outlined in SEL Standards. Use discipline as opportunity to teach these skills.
  - Use a Multi-tiered System of Supports (MTSS) for social, emotional, and behavioral growth.
    - Use data to determine which behaviors should be retaught or more heavily reinforced.
  - Explicitly teach expected behavior and positively reinforce consistently school-wide.
  - Avoid power struggles with students by offering choices. Redirect students privately and respectfully.
- **RESTORATIVE - Employ a continuum of responses to behavior to effectively change student behavior.**
  - Ensure classroom instruction continues when problem behavior occurs.
  - Prefer responses that do not remove students from regular instructional setting or after school activities.
  - Respond to behavior to address the cause, reteach expectations, build social emotional skills, and repair relationships with staff or peers.
  - Designate an administrator, such as a dean or restorative practices coordinator, responsible for leading centrally-managed response to behaviors using consistent, restorative procedures.
  - Support teachers to engage in restorative conversations or respond to behavior incidents.
  - Provide opportunities for students to take responsibility for repairing harm caused by their actions.
  - Assign detention and ISS only for students who have a pattern of misbehavior and have not responded to non-exclusionary interventions, or when separation is a logical response to the behavior.
    - Include specific interventions to address social and emotional skill development, communicate with teachers to repair relationships, maintain classroom work, and connect to behavioral intervention services as necessary.
    - Establish a clear procedure for obtaining assignments from teachers to mitigate the impact of lost instruction for students assigned to ISS.
    - Designate space and consistent staff to support implementation of ISS.
  - (Optional) Develop a Behavioral Health Team to coordinate appropriate behavioral interventions.

### Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	✓ Misconduct data (Dashboard)
Evidence	✓ My Voice, My School survey responses
Measures	✓ Five Essentials – Supportive Environment
Five Essentials	Supportive Environment
CPS Framework for Teaching	<a href="#">2a. Creating an Environment of Respect and Rapport</a> <a href="#">2d. Managing Student Behavior</a> <a href="#">4c. Communicating with Families</a>
CPS Performance Standards for School Leaders	C3. Staff/Student Behavior Aligned to Mission and Vision of School
Content Standards	Social Emotional Learning Standards

#### Parent Partnership:

The school develops strong parent partnerships characterized by involving parents in the instructional program, messaging expectations, fostering a better connection between the school and home, and inspiring participation and high levels of collaboration with families. The school provides opportunities for families to volunteer, build its parent community, and support the school's operations through activities including but not limited to participation on parent councils (e.g. PACs, BACs and PLNs). There are high levels of communication between schools and families is mutual and two-way. Families have a way to voice concerns and schools

#### Score

1 2 3 4

address and respond to input.

Growth and development of an active PAC for the 2015-2016 school year that meets monthly on the 1st Wednesday of the month at 8:30 a.m. in the parent room (100). Effort has been made to have quarterly family nights, student performances, engagement through social media (i.e. Facebook, Instagram and Twitter). Access to gradebook through Parent Portal.

### Guide for Parent Partnership

- **Establish a non-threatening, welcoming environment that is warm, inviting, and helpful.**
- **Provide frequent, high quality, well publicized opportunities for families and community to participate in authentic and engaging activities in the school community (e.g. student performances/ exhibitions, literacy or math events).**
- **Provide multiple opportunities for parents to ask questions, raise concerns, and give feedback.**
  - Respond to families' concerns and requests for information professionally and in a timely manner, providing resources and solutions to address the concerns.
- **Solicit the support and engagement of families as partners in the instructional program (e.g. volunteering, working at home with their child, involvement in class and school projects in and out of school, and parent workshops).**
  - Host events for parents to share with other parents how home and school complement each other.
  - Share best practices around learning and development with parents to support students at home.
  - Inform parents of grade level standards and expectations and grading policies with a clear description of what meeting the standard looks like.
  - Inform parents of attendance expectations and the impact of attendance on a student's trajectory.
  - Assist parents to volunteer in the school and/or participate on teams/committees.
  - Promote the use of **Parent Portal** and **Parent University** to connect and engage parents with school.
- **Frequently communicate with families about class and individual activities and individual student's progress.**
  - Regularly inform parents of their child's progress across all relevant measures: attendance, discipline, academics, social-emotional learning, and health and wellness.
  - Send regular, positive, personalized communication from a staff member.
  - Use a variety of consistent communication methods (e.g. calls, text, newsletter, website, face to face) sensitive to cultural norms and needs.
- **Conduct intensive outreach to families in need of specialized support through home visits and collaboration with social services agencies.**
  - School responses to student excessive absences and/or tardiness includes outreach to families.
- **Provide proactive communication (e.g. parent handbook and resources).**
- **Partner equitably with parents speaking languages other than English.**
  - Information is provided to parents in their native language.
  - Parent meetings scheduled with interpreters present to facilitate participation.

### Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> <li>✓ Examples of communication methods and content</li> <li>✓ Participation rates for Parent University, events, parent council(s), report card pick-up, survey completion, Parent Portal, etc.</li> <li>✓ Outreach efforts</li> <li>✓ Documentation of responsiveness to Parent Support Center concerns raised</li> <li>✓ Event agendas, flyers</li> <li>✓ Fundraising activities and amounts (if applicable)</li> <li>✓ How does the school honor and reflect the diversity of families including language and culture?</li> </ul>
Measures	<ul style="list-style-type: none"> <li>✓ Five Essentials Score – Involved Families</li> <li>✓ My Voice, My School Survey scores – outreach to parents; parent-teacher trust</li> </ul>
Five Essentials	Involved Families
CPS Framework for Teaching	<a href="#">2c. Managing Classroom Procedures</a> <a href="#">4c. Communicating with Families</a>
CPS Performance Standards for School Leaders	D1. Engages Families

### School Excellence Framework Priorities

Score Framework dimension and category

Area of focus ☐ = Not of focus

1 Expectations for depth & breadth of Student Learning: Curriculum

1	2	3	4	5	☐
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1	Expectations for Quality & Character of School Life: Parent Partnership	1	2	3	4	5	⊘
1	Expectations for Quality & Character of School Life: Restorative Approaches to Discipline	1	2	3	4	5	⊘
1	Expectations for Quality & Character of School Life: Safety & Order	1	2	3	4	5	⊘
2	Culture of & Structure for Continuous Improvement: Aligned Resources	1	2	3	4	5	⊘
2	Expectations for depth & breadth of Quality Teaching: Balanced Assessment & Grading	1	2	3	4	5	⊘
2	Expectations for depth & breadth of Quality Teaching: Instruction	1	2	3	4	5	⊘
2	Expectations for depth & breadth of Quality Teaching: Multi-Tiered System of Support	1	2	3	4	5	⊘
2	Expectations for depth & breadth of Student Learning: Rigorous Student Tasks	1	2	3	4	5	⊘
2	Expectations for depth & breadth of Student Learning: Transitions, College & Career Access & Persistence	1	2	3	4	5	⊘
2	Expectations for Quality & Character of School Life: Culture for Learning	1	2	3	4	5	⊘
2	Expectations for Quality & Character of School Life: Relational Trust	1	2	3	4	5	⊘
2	Expectations for Quality & Character of School Life: Student Voice, Engagement, & Civic Life	1	2	3	4	5	⊘
3	Culture of & Structure for Continuous Improvement: Instructional Leadership Team	1	2	3	4	5	⊘
3	Culture of & Structure for Continuous Improvement: Leadership & Collective Responsibility	1	2	3	4	5	⊘
3	Culture of & Structure for Continuous Improvement: Professional Learning	1	2	3	4	5	⊘
3	Expectations for depth & breadth of Student Learning: Instructional Materials	1	2	3	4	5	⊘

Goals

Required metrics (Elementary)

2 of 18 complete

	2014-2015 Actual	2015-2016 Actual	2016-2017 Goal	2017-2018 Goal
<b>National School Growth Percentile - Reading</b>				
(Blank)	2.00	14.00	30.00	50.00
<b>National School Growth Percentile - Math</b>				
(Blank)	3.00	15.00	30.00	50.00
<b>% of Students Meeting/Exceeding National Ave Growth Norms</b>				
(Blank)	40.10	(Blank)	75.00	90.00
<b>African-American Growth Percentile - Reading</b>				
(Blank)	3.00	14.00	(Blank)	(Blank)

**Hispanic Growth Percentile - Reading**

(Blank)	(Blank)	(Blank)	(Blank)	(Blank)
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**English Learner Growth Percentile - Reading**

(Blank)	(Blank)	(Blank)	(Blank)	(Blank)
---------	---------	---------	---------	---------

**Diverse Learner Growth Percentile - Reading**

(Blank)	1.00	1.00	(Blank)	(Blank)
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**African-American Growth Percentile - Math**

(Blank)	3.00	15.00	(Blank)	(Blank)
---------	------	-------	---------	---------

**Hispanic Growth Percentile - Math**

(Blank)	(Blank)	(Blank)	(Blank)	(Blank)
---------	---------	---------	---------	---------

**English Learner Growth Percentile - Math**

(Blank)	(Blank)	(Blank)	(Blank)	(Blank)
---------	---------	---------	---------	---------

**Diverse Learner Growth Percentile - Math**

(Blank)	8.00	1.00	(Blank)	(Blank)
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**National School Attainment Percentile - Reading (Grades 3-8)**

(Blank)	2.00	3.00	(Blank)	(Blank)
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**National School Attainment Percentile - Math (Grades 3-8)**

(Blank)	2.00	2.00	(Blank)	(Blank)
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**National School Attainment Percentile - Reading (Grade 2)**

(Blank)	1.00	7.00	(Blank)	(Blank)
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**National School Attainment Percentile - Math (Grade 2)**

(Blank)	1.00	11.00	(Blank)	(Blank)
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**% of Students Making Sufficient Annual Progress on ACCESS**

(Blank)	(Blank)	(Blank)	(Blank)	(Blank)
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**Average Daily Attendance Rate**

Increase average daily attendance school wide to reflect commitment to creation of academic environment that supports students learning.	91.80	92.90	94.50	95.00
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**My Voice, My School 5 Essentials Survey**

Currently the FY15 MVMS surveys rated school at organized	(Blank)	(Blank)	(Blank)	(Blank)
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Custom metrics

3 of 4 complete

2014-2015 Actual	2015-2016 Actual	2016-2017 Goal	2017-2018 Goal
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Teacher Average Daily Attendance

The current average daily attendance rate for teachers is 89% which is totally unacceptable and lending to a mentality that school is not important as the teachers are not even coming to work

(Blank) 89.00 95.00 96.00

Student On Track Rate

Current On track rate indicates that this area needs to be highlighted and address through review of grading metrics school wide

(Blank) 38.00 50.00 55.00

Student Attendance

Targeting the yellow tiered students for interventions.

(Blank) (Blank) (Blank) (Blank)

(Blank)

(Blank)

(Blank) (Blank) (Blank) (Blank)

Strategies

Strategy 1

If we do...

Align our ELA & Math curriculum materials being used in the instructional block, grades Kindergarten to 8th, specific about instructional block and structure

...then we see...

that teachers have a clear vertical alignment of the reading and mathematics instructional block, and students will have a clearer understanding and expectations for the instructional block, transitions, etc. School administration will post monthly classroom observation for teacher feedback

...which leads to...

the visibility of a clear instructional focus as evidenced through: 100% of teacher weekly lesson plans submitted through Google Classroom, monthly classroom observations of daily instruction by school administration and peer leaders, as well as, the increased student growth on both formative and summative assessments, On-track reading and mathematics, and Attainment NWEA percentiles.

Tags:

Literacy/Reading, Curriculum Design, Curriculum maps, Mathematics

Area(s) of focus:

2, 1, 4

Action step ⓘ

Responsible ⓘ

Timeframe ⓘ

Evidence for status ⓘ

Status

Research and present to teachers K-8 CPS approved CCSS aligned ELA curriculum materials FY17

ELA Team

May 19, 2016 to Jun 21, 2016

ELA Staff will attend curriculum share outs as well as research, and give feedback on different curriculum providers.

On-Track

Literacy/Reading, Curriculum Design, Professional development

Creation of a schoolwide ELA instructional block of 120 minutes for each grade band K-2, 3-5, 6-8

ELA Teachers K-8

Jun 21, 2016 to Sep 2, 2016

Classroom observations, Agendas and minutes from ELA curriculum meetings and master schedule

Not started

Literacy/Reading, Curriculum Design, 1

Teacher professional development on math curriculum materials. Three of the 90 minute flex day PD will be used for Head Start - 8th Grade

Math curriculum team

Mar 4, 2016 to May 31, 2018

Learning Hub, attendance at network math "teach Back" leadership PD series, Go Math PD series attendance

On-Track

**Math, Curriculum Design, Professional Learning, Instructional Coaching, Data Use, Teacher Teams/Collaboration**

3 Teacher professional development days on ELA curriculum materials

ELA curriculum Team

Sep 6, 2016 to May 31, 2017

Agenda and minutes from curriculum meetings, attendance at network "teach back" PD series. Language Live PD follow up, Achieve 3000 PD

On-Track

**Literacy/Reading, Curriculum Design, Professional Learning, Instructional Coaching, Data Use, Teacher Teams/Collaboration**

Design and implement a 90 minute math block of instruction that is cohesive and clear in all grade bands K-2, 3-5, 6-8

Math Team

Jun 21, 2016 to Sep 6, 2016

Agenda and minutes from team meetings, master schedule FY16

Not started

**Math, Core Instruction, Curriculum Design**

Create and implement the school-wide sequence for ELA instruction K-2, 3-5 & 6-8

All ELA teachers K-8

Jun 27, 2016 to Sep 5, 2016

Completion of Scope & Sequence document

On-Track

**Literacy/Reading, Curriculum Design**

After each PD all teachers will provide feedback on content and next steps for ILT

Teachers

Sep 6, 2016 to May 31, 2017

Parking lot, Google forms, feedback

Not started

**Professional Learning, Teacher feedback**

Administration monthly walk throughs for feedback

Administration

Sep 6, 2016 to Jun 20, 2017

Teacher feedback (informal conferences, Google feedback forms

Not started

**Reach, Teacher observation**

**Strategy 2**

If we do...

Implement school wide Positive Behavioral Intervention & Supports (PBIS) to address student behaviors through the utilization and implementation of research-based programs such as CHAMPS (Conversation Help Activity Movement Participation Success) which aids in classroom management, Second Step which integrates social-emotional learning into classroom based lessons, and also includes a parent component for reinforcement at home, and Restorative Justice practices

...then we see...

the creation of a school culture that reflects the intended behaviors of students, staff and parents evident of these research-based positive behavioral interventions within the school community

...which leads to...

an observable safe, orderly and positive school climate as evidenced through dashboard metrics such as student discipline, student suspension and teacher write ups, parental support and participation, and increased daily attendance for both students and staff.

Tags:

Area(s) of focus:

Action step	Responsible	Timeframe	Evidence for status	Status
By ensuring that all teachers Headstart to 8th grade have a CHAMPS refresher by the beginning of school 2016 all personnel will be experienced in setting up their classrooms and following the CHAMPS model with fidelity when they start 2016-2017.	AP	Mar 4, 2016 to Sep 2, 2016	Learning Hub Anchor Charts	On-Track

**Behavior and Safety, Classroom environment**

All staff members will be retrained in the underlined components of the PBIS Framework to identify areas of concern that need immediate improvement. All personnel will address those needs in an effort to strengthen a uniformed school wide PBIS initiative for implementation Fall 2016	Counselor, BHT	Mar 4, 2016 to Sep 2, 2016	Learning Hub	On-Track
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**Behavior and Safety**

Engage all teachers and staff in training or refresher of Second Step so that they can effectively teach and model communication skills, coping & decision making skills to address the social emotional needs of students while creating a school-wide culture of calm by Fall 2016.	Counselor	Mar 4, 2016 to Sep 2, 2016	Learning Hub	Not started
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**Behavior and Safety**

Restructure recess plan for students K-8 to include teachers, support staff, recess workers to help supervise and engage students in appropriate constructive play to help diminish unwarranted student behaviors as observed after recess.	Recess Committee	Apr 11, 2016 to Jun 29, 2017	School recess plan	On-Track
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**Recess**

Create behavior plans for those students who have excessive amounts of infractions. The behavior plan would include input from teacher, student, parent, and/or disciplinarian and other designated stakeholders (i.e. counselor, social worker, community partner).	Teachers, Parents, Students, Principal, Assistant Principal, Counselor	Sep 6, 2016 to Jun 20, 2017	Student behavior plans, decrease in student write-ups	Not started
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**Student behavior**

### Strategy 3

If we do...

Develop and model how to conduct reflective conversations around instruction during teacher team, ILT, LSC, PAC and Teacher professional development meetings that focus on academic, behavioral and attendance concerns

...then we see...

increased conversations by stakeholders around what positively impacts change in daily instructional practices, increases student and staff attendance as well as demonstrated adult appropriate interactions

...which leads to...

the higher level of trust among stakeholders as measured through MVMS on relational trust, an increase in student and staff attendance as measured through Dashboard

Tags:

Climate and Culture, Teacher Teams/Collaboration, Relational trust

Area(s) of focus:

3, 5

Action step

Responsible

Timeframe

Evidence for status

Status

Develop and implement a schedule of meeting topics and data sets to be discussed at each meeting for ILT, teachers & curriculum team meetings.

Principal/AP

Mar 11, 2016 to Jun 29, 2017

Meeting minutes; schedule of leadership roles and leads of each meeting;

On-Track

#### Climate and Culture, Teacher Teams/Collaboration, Relational trust

Develop quarterly parent nights that specifically address academic needs by grade band that includes student involvement by showcasing the academic focus as developed by the classroom teachers through modeling concepts and activities for parents and students.

Curriculum teams

Sep 6, 2016 to Jun 29, 2017

Sign in sheets agendas and pictures, participant feedback.

Not started

#### Academics, Achievement

Building positive student interactions for a cohesive school community that is conducive for learning as it relates to daily school-wide expectations.

Teachers, BHT

Jun 27, 2016 to Jun 19, 2017

Reduction in behavioral infractions as measured in IMPACT

Not started

#### Behavior and Safety, Climate and Culture, Alternatives to suspension

### Strategy 4

If we do...

Continue to monitor and adjust current attendance practices such as daily attendance recognition, quarterly awards and other school attendance incentives like the traveling trophy, classroom incentives, and school wide incentives

...then we see...

a continued increase in average daily attendance by all grade levels and staff as well as the decrease in student and staff tardiness, absences and student truancy

...which leads to...

an average daily attendance level of at least 96% for both students and staff, and a tardiness reduction as well as a student truancy level that is less than 10% as measured by all EOY data metrics.

Tags:

Attendance, Student attendance, Staff attendance

Area(s) of focus:

5, 3

Action step

Responsible

Timeframe

Evidence for status

Status



Weekly communication in person or via email between teachers, administration, and knock at midnight regarding students' attendance so that all those involved are on the same page in regards to the students absences.

Attendance Interventionist, Teachers

Apr 25, 2016 to Jun 26, 2017

Logs in Gradebook and emails from parent interactions as well as Knock at Midnight communication

On-Track

**Attendance, Attendance interventions**

Quarterly Attendance Incentives

Principal

Apr 25, 2016 to Jun 26, 2017

social media postings, pictures and awards

On-Track

**Attendance, Assemblies**

Monthly attendance incentive award for the class with the highest monthly attendance in the form of a travelling trophy to be prominently displayed in the classroom to celebrate the students' efforts in coming to school every day.

Principal/Assistant Principal

Apr 25, 2016 to Jun 26, 2017

Travelling trophy to be placed in the highest attendance classroom each month

On-Track

**Attendance, Attendance incentives**

Attendance Incentive Program for classrooms who receive 10 days of perfect attendance. These will be in the form of a class chosen award - items may include a full week of out of uniform, Fun Friday activities, Pizza Party or a Field Trip.

Principal/Teachers

Apr 25, 2016 to Jun 26, 2017

Perfect Attendance rewards for 10 days of perfect attendance. Classroom receive a choice of incentives for perfect attendance.

On-Track

**Attendance, Attendance incentives**

Daily attendance incentive for classes with 100% attendance. Those classes can come out of uniform the next day and receive school wide recognition during the morning announcements. In addition, the Principal or Assistant Principal comes to each classroom and writes the attendance percentage on the classroom window and gives a personal congratulations to those with 95% or above.

Principal/Assistant Principal/Teachers/Students

Apr 16, 2016 to Jun 29, 2018

Classrooms may come out of uniform for daily perfect attendance on the following school day, attendance percentage written on classroom windows and morning announcements

On-Track

**Attendance, Attendance incentives**

Create a recognition board to showcase teachers attendance that is 95% or higher on a monthly basis.

Principal/Assistant Principal

Sep 6, 2016 to Jun 20, 2017

Hallway bulletin board designated for teacher attendance.

Not started

**Teacher attendance**

Students who miss X number of days are put on an attendance plan. After X days parents of these students are required to meet with the attendance team/principal/AP, and teacher to come up with a plan to get students attendance to at least 95%.

Principal, Assistant Principal, Parents, Students, Teachers, and Attendance Team

Sep 6, 2016 to Jun 20, 2017

Attendance plans, increase in student attendance

Not started

**Attendance plan, Student attendance**

Hold a Back to School Attendance Kick-off as the school year begins. During this time parents can be informed about the school-wide attendance goals and expectations.

All stakeholders and community partners

Sep 6, 2016 to Sep 9, 2016

Flyers, agenda and sign in sheets

Not started

**Parent communication, Student attendance**

**Action Plan**

District priority and action step	Responsible	Start	End	Status
<p>✚ Research and present to teachers K-8 CPS approved CCSS aligned ELA curriculum materials FY17 Tags: Literacy/Reading, Curriculum Design, Curriculum maps, Mathematics, Literacy/Reading, Curriculum Design, Professional development</p>	ELA Team	May 19, 2016	Jun 21, 2016	On-Track
<p>✚ Creation of a schoolwide ELA instructional block of 120 minutes for each grade band K-2, 3-5, 6-8 Tags: Literacy/Reading, Curriculum Design, Curriculum maps, Mathematics, Literacy/Reading, Curriculum Design, 1</p>	ELA Teachers K-8	Jun 21, 2016	Sep 2, 2016	Not started
<p>✚ Teacher professional development on math curriculum materials. Three of the 90 minute flex day PD will be used for Head Start - 8th Grade Tags: Literacy/Reading, Curriculum Design, Curriculum maps, Mathematics, Math, Curriculum Design, Professional Learning, Instructional Coaching, Data Use, Teacher Teams/Collaboration</p>	Math curriculum team	Mar 4, 2016	May 31, 2018	On-Track
<p>✚ 3 Teacher professional development days on ELA curriculum materials Tags: Literacy/Reading, Curriculum Design, Curriculum maps, Mathematics, Literacy/Reading, Curriculum Design, Professional Learning, Instructional Coaching, Data Use, Teacher Teams/Collaboration</p>	ELA curriculum Team	Sep 6, 2016	May 31, 2017	On-Track
<p>✚ Design and implement a 90 minute math block of instruction that is cohesive and clear in all grade bands K-2, 3-5, 6-8 Tags: Literacy/Reading, Curriculum Design, Curriculum maps, Mathematics, Math, Core Instruction, Curriculum Design</p>	Math Team	Jun 21, 2016	Sep 6, 2016	Not started
<p>✚ Create and implement the school-wide sequence for ELA instruction K-2, 3-5 &amp; 6-8 Tags: Literacy/Reading, Curriculum Design, Curriculum maps, Mathematics, Literacy/Reading, Curriculum Design</p>	All ELA teachers K-8	Jun 27, 2016	Sep 5, 2016	On-Track
<p>✚ After each PD all teachers will provide feedback on content and next steps for ILT Tags: Literacy/Reading, Curriculum Design, Curriculum maps, Mathematics, Professional Learning, Teacher feedback</p>	Teachers	Sep 6, 2016	May 31, 2017	Not started
<p>✚ Administration monthly walk throughs for feedback Tags: Literacy/Reading, Curriculum Design, Curriculum maps, Mathematics, Reach, Teacher observation</p>	Administration	Sep 6, 2016	Jun 20, 2017	Not started

District priority and action step	Responsible	Start	End	Status
<p>✦ By ensuring that all teachers Headstart to 8th grade have a CHAMPS refresher by the beginning of school 2016 all personnel will be experienced in setting up their classrooms and following the CHAMPS model with fidelity when they start 2016-2017.</p> <p>Tags: MTSS, Behavior and Safety, Recess, Behavior and Safety, Classroom environment</p>	AP	Mar 4, 2016	Sep 2, 2016	On-Track
<p>✦ All staff members will be retrained in the underlined components of the PBIS Framework to identify areas of concern that need immediate improvement. All personnel will address those needs in an effort to strengthen a uniformed school wide PBIS initiative for implementation Fall 2016</p> <p>Tags: MTSS, Behavior and Safety, Recess, Behavior and Safety</p>	Counselor, BHT	Mar 4, 2016	Sep 2, 2016	On-Track
<p>✦ Engage all teachers and staff in training or refresher of Second Step so that they can effectively teach and model communication skills, coping &amp; decision making skills to address the social emotional needs of students while creating a school-wide culture of calm by Fall 2016.</p> <p>Tags: MTSS, Behavior and Safety, Recess, Behavior and Safety</p>	Counselor	Mar 4, 2016	Sep 2, 2016	Not started
<p>✦ Restructure recess plan for students K-8 to include teachers, support staff, recess workers to help supervise and engage students in appropriate constructive play to help diminish unwarranted student behaviors as observed after recess.</p> <p>Tags: MTSS, Behavior and Safety, Recess, Recess</p>	Recess Committee	Apr 11, 2016	Jun 29, 2017	On-Track
<p>✦ Create behavior plans for those students who have excessive amounts of infractions. The behavior plan would include input from teacher, student, parent, and/or disciplinarian and other designated stakeholders (i.e. counselor, social worker, community partner).</p> <p>Tags: MTSS, Behavior and Safety, Recess, Student behavior</p>	Teachers, Parents, Students, Principal, Assistant Principal, Counselor	Sep 6, 2016	Jun 20, 2017	Not started
<p>✦ Develop and implement a schedule of meeting topics and data sets to be discussed at each meeting for ILT, teachers &amp; curriculum team meetings.</p> <p>Tags: Climate and Culture, Teacher Teams/Collaboration, Relational trust, Climate and Culture, Teacher Teams/Collaboration, Relational trust</p>	Principal/AP	Mar 11, 2016	Jun 29, 2017	On-Track
<p>✦ Develop quarterly parent nights that specifically address academic needs by grade band that includes student involvement by showcasing the academic focus as developed by the classroom teachers through modeling concepts and activities for parents and students.</p> <p>Tags: Climate and Culture, Teacher Teams/Collaboration, Relational trust, Academics, Achievement</p>	Curriculum teams	Sep 6, 2016	Jun 29, 2017	Not started
<p>✦ Building positive student interactions for a cohesive school community that is conducive for learning as it relates to daily school-wide expectations.</p> <p>Tags: Climate and Culture, Teacher Teams/Collaboration, Relational trust, Behavior and Safety, Climate and Culture, Alternatives to suspension</p>	Teachers, BHT	Jun 27, 2016	Jun 19, 2017	Not started
<p>✦ Weekly communication in person or via email between teachers, administration, and knock at midnight regarding students' attendance so that all those involved are on the same page in regards to the students absences.</p> <p>Tags: Attendance, Student attendance, Staff attendance, Attendance, Attendance interventions</p>	Attendance Interventionist, Teachers	Apr 25, 2016	Jun 26, 2017	On-Track
<p>✦ Quarterly Attendance Incentives</p> <p>Tags: Attendance, Student attendance, Staff attendance, Attendance, Assemblies</p>	Principal	Apr 25, 2016	Jun 26, 2017	On-Track
<p>✦ Monthly attendance incentive award for the class with the highest monthly attendance in the form of a travelling trophy to be prominently displayed in the classroom to celebrate the students' efforts in coming to school every day.</p> <p>Tags: Attendance, Student attendance, Staff attendance, Attendance, Attendance incentives</p>	Principal/Assistant Principal	Apr 25, 2016	Jun 26, 2017	On-Track
<p>✦ Attendance Incentive Program for classrooms who receive 10 days of perfect attendance. These will be in the form of a class chosen award - items may include a full week of out of uniform, Fun Friday activities, Pizza Party or a Field Trip.</p> <p>Tags: Attendance, Student attendance, Staff attendance, Attendance, Attendance incentives</p>	Principal/Teachers	Apr 25, 2016	Jun 26, 2017	On-Track

District priority and action step	Responsible	Start	End	Status
<p>✚ Daily attendance incentive for classes with 100% attendance. Those classes can come out of uniform the next day and receive school wide recognition during the morning announcements. In addition, the Principal or Assistant Principal comes to each classroom and writes the attendance percentage on the classroom window and gives a personal congratulations to those with 95% or above.</p> <p>Tags: Attendance, Student attendance, Staff attendance, Attendance, Attendance incentives</p>	Principal/Assistant Principal/TeachersStudents	Apr 16, 2016	Jun 29, 2018	On- Track
<p>✚ Create a recognition board to showcase teachers attendance that is 95% or higher on a monthly basis.</p> <p>Tags: Attendance, Student attendance, Staff attendance, Teacher attendance</p>	Principal/Assistant Principal	Sep 6, 2016	Jun 20, 2017	Not started
<p>✚ Students who miss X number of days are put on an attendance plan. After X days parents of these students are required to meet with the attendance team/principal/AP, and teacher to come up with a plan to get students attendance to at least 95%.</p> <p>Tags: Attendance, Student attendance, Staff attendance, Attendance plan, Student attendance</p>	Principal, Assistant Principal, Parents, Students, Teachers, and Attendance Team	Sep 6, 2016	Jun 20, 2017	Not started
<p>✚ Hold a Back to School Attendance Kick-off as the school year begins. During this time parents can be informed about the school-wide attendance goals and expectations.</p> <p>Tags: Attendance, Student attendance, Staff attendance, Parent communication, Student attendance</p>	All stakeholders and community partners	Sep 6, 2016	Sep 9, 2016	Not started

## Fund Compliance

## Supplemental General State Aid(SGSA)

My school receives SGSA funds

By checking the above box, the school is verifying that the attendance center complies with the statement regarding the use of SGSA funds:

1. The attendance center allocation is correctly based on the number of students eligible to receive free and reduced lunch and breakfast.
2. The attendance center has an approved plan, developed in consultation with teachers, administrators, and other appropriate personnel, and parents of the students attending the attendance center.
3. The attendance center's plan is approved by the LSC and CPS.
4. SGSA funded activities fall within the allowable program categories: early childhood education, reduced class size, enrichment programs, remedial assistance, attendance improvement, and other educationally beneficial expenditures which supplement the regular programs as determined by the Illinois state board of education.
5. SGSA Funds supplement and do not supplant non-categorical and other categorical funds allocated to the attendance center.
6. SGSA funds are supporting only those activities specified in the school's approved plan/amendment.
7. SGSA funds are not used for capital expenditures. 8. SGSA funds are not used for any political or lobbying activities by the attendance center.

## NCLB Program

NCLB Schoolwide Program

(Not available to schools receiving NCLB funds for the first time) [Title 1/SW].

The school annually reviews the schoolwide plan/program. The schoolwide program plan is available to CPS, parents, and the public, and the information in the plan is in an understandable and uniform format, and to the extent practicable in a language the parents can understand.

NCLB Targeted Assistance Program Title I funded staff participate in the school's general professional development and school planning activities. Title I funded staff assume limited duties that are assigned to similar personnel including duties beyond the classroom, or that do not benefit Title I students, as long as the amount of time spent on such duties is the same proportion of the total work time with respect to similar staff.

Non-title school that does not receive any Title funds

## Parent Involvement in Targeted Assistance and Schoolwide Programs

I verify that the statement below is correct

No Child Left Behind (NCLB), the reauthorization of the Elementary and Secondary Act of 1965 continues a legislative commitment to parental involvement. Central features of prior reauthorizations, such as school-parent compacts, parent involvement policies, and the parent involvement funding formula remain unaltered. However, the NCLB reauthorization represents a notable shift in the role of parental involvement in the schools. It includes new provisions increasing parental notification requirements, parental selection of educational options, and parental involvement in governance. It envisions parents as informed and empowered decision makers in their children's education.

## Parent Plan

Schools must involve parents in the joint development and periodic review and revision of the NCLB, Title I school parental involvement plan and policy, and in the process of school review and improvement. Please describe how this will be accomplished.

Through the continued partnership between the PAC and partnership with Columbia College Community Schools program parent workshops will be available for parents who choose to participate. Additionally, quarterly family nights will be held to foster relationships between school and home. Topics include the core academic areas, fine arts, health, and social night.

The school will hold an annual meeting at a time convenient to parents during the first month of school to inform them of the school's participation in NCLB, Title I programs and to explain the Title I requirements and their right to be involved in the Title I programs. The school will also offer a number of additional parental involvement meetings, including school PAC meetings, at different times and will invite all parents of children participating in the NCLB, Title I program to these meetings, and encourage them to attend. Please describe how this will be accomplished. Please list the projected date of your Title I Annual Meeting and your Title I PAC Organizational Meeting

The first PAC meeting is held in October after open invitation is given on Open House Night in September. At this first meeting officers are elected, a yearly agenda approved and budget finalized. The PAC generally meets directly following the LSC meeting to increase parent participation. The meeting was held on Tuesday, October 4, 2016 at 9:00 a.m. followed directly by the organizational meeting at 10:00 a.m.

Schools will provide parents information in a timely manner about its Title I program, including a description and explanation of the curriculum, the academic assessment tools used to measure children's progress, and the proficiency levels students are expected to meet. Please describe how this will be accomplished.

There are two "State of Crown" addresses given by the principal, one in the Fall during report card pick up night, and a second during the Spring Report Card pickup day. In addition each teacher develops a parental town hall forum in which parents are given individual results on student progress during the fall and spring semesters.

At the request of parents, schools will provide opportunities for regular meetings, including the School Parent Advisory Council meetings, for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. Please describe how the school will immediately respond to any such suggestions.

All such suggestions are handled directly by the Principal and the LSC. All written and verbal request are noted in the minutes of said monthly LSC meeting.

Schools will provide parents a report of their child's performance on the State assessment in at least math, language arts and reading. Please describe how this will be accomplished.

There are two "State of Crown" addresses given by the principal, one in the Fall during report card pick up night, and a second during the Spring Report Card pickup day. In addition each teacher develops a parental town hall forum in which parents are given individual results on student progress during the fall and spring semesters.

Schools will provide parents timely notice when their child has been assigned to, or taught by, a teacher who is not "highly qualified," as defined in the Title I Final Regulations, for at least four (4) consecutive weeks. Please describe how this will be accomplished.

The NHQ letters are mailed out via CPS Board protocol for any teacher deemed NHQ

Schools will assist parents of participating NCLB Title I children in understanding: the state's academic content standards; the state's student academic achievement standards; the state and local academic assessments including alternate assessments; the requirements of Title I, Part A; how to monitor their child's progress; and how to work with educators. Please describe how this will be accomplished.

There are two "State of Crown" addresses given by the principal, one in the Fall during report card pick up night, and a second during the Spring Report Card pickup day. In addition each teacher develops a parental town hall forum in which parents are given individual results on student progress during the fall and spring semesters.

Schools will provide information, resources, materials and training, including literacy training and technology, as appropriate, to assist parents in working with their children to improve their academic achievement, and to encourage increased parental involvement. Please describe how this will be accomplished.

There are two "State of Crown" addresses given by the principal, one in the Fall during report card pick up night, and a second during the Spring Report Card pickup day. In addition each teacher develops a parental town hall forum in which parents are given individual results on student progress during the fall and spring semesters. In addition the PIRC and PAC will hold monthly workshops where these issues are addressed.

Schools will educate all staff in the value and utility of contributions by parents and in how to reach out to, communicate and work with, parents as equal partners in the education of their children and in how to implement and coordinate parent programs and build ties with parents. Please describe how this will be accomplished.

There are two "State of Crown" addresses given by the principal, one in the Fall during report card pick up night, and a second during the Spring Report Card pickup day. In addition each teacher develops a parental town hall forum in which parents are given individual results on student progress during the fall and spring semesters. In addition the PIRC and PAC will hold monthly workshops where these issues are addressed. Finally, during monthly PD starting with the first 3 day PD, all staff members are asked to provide their plan for communication with that years students family.

Schools will, to the extent feasible and appropriate, coordinate and integrate parent programs and activities with Head Start, Reading First, Early Reading First involvement, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs, to further encourage and support parents in more fully participating in their children's education. Please describe how this will be accomplished.

The preschool for all program has a budget that is a part of the annual budget to include activities for the implementation of parent participation.

Schools will ensure that information related to the school and parent programs, meetings, and other activities is sent to parents in understandable and uniform formats, including language. Please describe how this will be accomplished.

All school communications are available in English. All needed Spanish versions are interpreted via a bilingual teacher on staff for those families in need of that format.

#### Policy Implementation Activities

- The LSC will approve the school improvement plan and monitor the CIWP.
- In the CIWP, the school identifies current parental involvement practices and outlines activities related to expanding parent partnership programs.
- The school will coordinate the parent involvement programs identified in the CIWP.
- The school will evaluate the parent involvement policy for effectiveness and make improvements as necessary.

Explain why any of the boxes above are unchecked: (type "n/a" if all are checked)

n/a

#### Parent Compact

Complete

The school will provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating student to meet the State's student academic achievement standards. Describe how the school will provide high-quality curriculum and instruction in a supportive environment. (Restate the school mission.)

We the stakeholders of Crown Community Academy will continue to build a learning community that fosters in students; critical thinking, problem solving, and artistic expression. We will develop students as individuals who have self-respect and confidence to compete in both the local and global society.

The school will hold parent-teacher conferences. Describe the kinds of parent-teacher conferences that will be held and the dates on which they are scheduled.

Crown holds 3 parent teacher conferences in alignment with the CPS calendar for the 1st & 3rd quarter. In conjunction with the classroom teachers, a 2nd quarter conference date is held the 1st week of February to address academic progress, possible retention, and personal learning plans for those students who need, or parents who desire them.

The school will provide parents with frequent reports on their children's progress. Describe when and how the school will provide reports to parents.

Crown gives quarterly reports, Bi-quarterly proress reports and weekly teacher generated progress sheets. The school is emerging with the Parent Portal program, which allows all parents to monitor their child's progress via the web

The school will provide parents access to staff. Describe when, where and how staff will be available for consultations with parents.

All staff members are available for parent conferences before, and after school on a daily basis. In addition on a case by case basis parents are allowed to conference with teachers during the school day with exception to reading time, and assessment periods.

The school will provide parents opportunities to volunteer and participate in their children's classes. Describe how and when parents may volunteer, participate, and observe classroom activities.

All parents are allowed to volunteer at the school provided they fill out a volunteer registration packet and submit to a TB test if they want to visit on a consitent basis other than to just chaperone on field trips.

The parents will support their children's learning. Describe how the parents will assist learning (i.e. monitoring attendance, homework completion).

All parents are encouraged to develop and foster a good working relationship with their child's teacher

The parents will participate in decisions relating to the education of their children. Describe when, where and how parents will consult with the school.

All parents must actively participate in their child's education via IEP meetings, conferences, and phone calls by school personnel.

The students will share the responsibility for improved student academic achievement. Describe how the students will assure academic achievement (i.e. good attendance, positive attitude, class preparation).

All students K-8 participate in the PBIS and Second Step program.

Parent Budget

Complete

**Goals:** Indicate goals, timeline of activities and training topics that are designed to assist Parents with increasing their students' academic achievement. The overarching goal is to increase student academic achievement through parental involvement; specify your goals.

Increase parent participation. Engage parents to become active participants in their child's education.

Allocate your Mandated Title 1 Parent Involvement Funds to support your Parent Involvement Program.

Account(s)	Description	Allocation
51130, 52130	<b>Teacher Presenter/ESP Extended Day</b> For Teacher presenter, ESP Extended Day, please remember to put money on the benefits line. Non-Instructional pay rate applies.	\$ Amount .00
53405	<b>Supplies</b> In addition to supplies for parent program, please use this account to also purchase books for parents only. Use this account for equipment with a per unit cost of less than \$500.	\$ 464 .00
53205	<b>Refreshments</b> Allocation CAN NOT EXCEED 25% of the Parent Budget. Refreshments must be used for Title 1 PAC meetings, trainings and workshops.	\$ 464 .00
54125	<b>Consultants</b> For Parent Training Only. Consultant must have a CPS vendor number and paid with a Purchase Order after service is rendered (NO CHECKS ARE ALLOWED)	\$ 1399 .00
54505	<b>Admission and Registration Fees, Subscriptions and memberships</b> For Parents use only.	\$ 318 .00
54205	<b>Travel</b> Buses for Parents use. Overnight Conference travel- schools must follow the CPS Travel Policy. The CPS Parent Overnight Travel Approval Form and Conference Travel Form must be completed.	\$ Amount .00
54565	<b>Reimbursements</b> Allocation CAN NOT EXCEED 25% OF THE Parent Budget. All Parent Reimbursements related to Title 1 Parent Involvement must be paid from this account. Receipts must be clear unaltered and itemized. School must keep all receipts.	\$ Amount .00
53510	<b>Postage</b> Must be used for parent involvement programs only.	\$ Amount .00
53306	<b>Software</b> Must be educational and for parent use only.	\$ Amount .00
55005	<b>Furniture and Equipment</b> Must have a parent room or a secure place to keep furniture/equipment. Cannot be placed in the main office or where staff and students have access too. To be used only by parents.	\$ Amount .00