Helge A Haugan Elementary School (/school-plans/199) / Plan summary

2016-2018 plan summary

Team

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Team meetings

Date	Participants	Topic
01/13/2016	R. Valdez, C.Malinowski, L. Avila, J. Anthony, J. Torres-Sanchez	General Overview of the CIWP process/set up meeting dates.
01/15/2016	R.Valdez, L.Avila, J.Anthony, J.Torres-Sanchez/Network Team	CIWP Tool, Teaming, Systems/Structures/School Excellence Framework
01/11/2016	Network Team, R.Valdez, C.Malinowski, L. Avila	General Overview of New CIWP Tool
01/20/2016	CIWP Team	Framework

01/29/2016	CIWP Team	Framework
02/03/2016	CIWP Team	Framework
02/10/2016	CIWP Team	Framework
02/17/2016	CIWP Team	Framework
02/24/2016	CIWP Team	Framework
02/29/2016	CIWP Team	Framework
03/02/2016	Network Team, R.Valdez, L.Avila, J.Anthony, J.Torres-Sanchez, C. Malinowski	Goals and Strategies
03/18/2016	CIWP Team	Goals and Strategies
04/26/2016	CIWP Team	CIWP Review (Completion Rubric)

School Excellence Framework

Culture of & Structure for Continuous Improvement   4 of 4 complete

Leadership & Collective Responsibility:

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.

Score

1   2   **3**   4

> • School mission and vision statement posted in the classrooms, student handbook, and school website, shared with parents at BAC, NCLB, and PAC meetings
> • REACH observations conducted and serve as opportunities to champion and articulate the vision of the school (goals of the school are clear and consistent)
> • Modeling through everyday activities – teachers stress the importance of reading and mathematics and incorporating technology
> • ILT, grade level team meetings, PD presentations used as an opportunity to capitalize on the leadership skills of others
> • Information from grade level team meetings, ILT, discipline committee used to drive the development of policies, possible PD presentations, etc.
> • Attendance committee created to address attendance issues school wide, promote daily attendance school wide, and working to create incentives for students with perfect attendance
> • Special Education, ELL, and many other addendums (i.e. physical education) are recommended to be included as part of instruction
> • Using NWEA and teacher concerns to focus on teaching
> • Budgeting and CIWP revised to tailor instruction to needs of students and to focus on the highest priorities (reading and mathematics)

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	✓ School's vision, beliefs, and how it is shared (e.g. presentations to community, promotional materials) ✓ Five Essentials – Program Coherence
Measures	✓ Five Essentials
Five Essentials	Effective Leaders Collaborative Teachers
CPS Framework for Teaching	4d. Growing and Developing Professionally 4e. Demonstrating Professionalism
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 A5. School Vision and Mission Drive Decision-Making D4. Demonstrates Change Management

Instructional Leadership Team:

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.

Score

1　2　**3**　4

- Team consists of members from every grade level as well as ancillary staff.
- Minutes, agenda and attendance on file for every meeting.
- ILT sets focus for grade level meetings.
- Grade Level Team Minutes
- CIWP
- Review attendance and test data.
- Act as resource providers.
- Grade Level Chairperson.
- ILT meets regularly two times a month.
- ILT chairperson presents data regarding Grade-Level Trends to ILT, which then is presented to Grade Level Team Meeting.
- ILT discusses strategies and takes back to Grade Level Team Meetings to use in the classroom.
- Grade Level Chairs ask for volunteers to present for Professional Development.
- Data is disaggregated and analyzed with respect to all different needs of learners. (English Learners, Diverse Learners).

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	✓ ILT Effectiveness Rubric Score ✓ ILT artifacts (e.g. agenda, calendar, protocols, minutes) ✓ Evidence that work of ILT has contributed to positive outcomes for students and staff ✓ Teacher team agendas/minutes reflective of ILT focus
Measures	✓ Five Essentials: Instructional Leadership
Five Essentials	Effective Leaders Collaborative Teachers
CPS Framework for Teaching	4a. Reflecting on Teaching & Learning 4d. Growing and Developing Professionally 4e. Demonstrating Professionalism
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:

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.

Score

1   2   3   **4**

• Teachers use NWEA, Dibels, Mclass Math, and Reading TRC as data to identify performance of students and hone in on the Haugan CIWP Priority Goals.
• The Instructional Leadership Team (ILT) grade level leader presents data regarding grade level and individual classroom trends to the ILT, who then analyzes/suggests instructional strategies to bring back to the Grade Level teams.
• Teachers present newly found information from outside Professional Development to staff in order to use research about best practices and support teacher learning.
• Teachers submit feedback from teacher-led professional development in order to reflect on the new learning.
• Teacher-led Professional Development includes culturally-relevant texts, strategies to work with English Learners, and Diverse learners to meet the needs of all students.
• Professional Development is first presented to the whole staff and then differentiated to grade-level bands and/or teams.
• Some new teachers receive coach support from the "New Teacher Center" which collaborates with the principal to develop skills and teacher best practices. Because of the coaching, some teachers are able to attend "explorations" specific to teaching areas. (Examples: Accommodations and Modifications 8 week online program, and the Gifted Education Seminar).
• CPS offers specific Frameworks Professional Development to offer specific areas of needs and professional growth goals.
• Teachers network with other schools when attending outside professional development to bring new knowledge and resources to the learning environment. (Example: Scholastic MovieFlix)
• Teachers initiate opportunities for professional growth through professional development courses, online explorations, (Diverse Learners, Gifted Education Seminar) teacher sharing and collaboration of instructional strategies, and their own independent research conducted while not at work. (Examples: Researching strategies, lessons online, etc.)
• "Technology Talks" (Techtalk) is an annual conference some teachers attend to promote the use of technology in the classroom.
• Some teachers attend the Bilingual conference to strengthen their skills and strategies while teaching English Language Learners.
• Teachers collaborate and reflect on shared practices and coaching through formal and informal conversation. (Example: Grade Level Team Meetings (formal) (informal=Teacher Lounge Conversation).
• Team meetings are conducted to facilitate professional inquiry in order to advance students learning. (Examples: ILT, MTSS, Gifted, Writing, Attendance, Discipline, and Grade Level Team Meetings.)

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	✓ School's PD Plan – review for goal alignment – does the plan advance the school's improvement agenda? ✓ PD agendas, PD feedback surveys ✓ Teacher practice improving on the Framework for Teaching (e.g. Basic>Proficient, Proficient>Distinguished)
Measures	✓ SQRP Attainment and Growth ✓ Five Essentials: Collaborative Teachers
Five Essentials	Effective Leaders Collaborative Teachers
CPS Framework for Teaching	4a. Reflecting on Teaching & Learning 4d. Growing and Developing Professionally 4e. Demonstrating Professionalism
CPS Performance Standards for School Leaders	B2. Observes and Evaluates Staff and Gives Feedback to Staff B6. Professional Development Provided for Staff

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

1   2   **3**   4

- Administration staff helping out with benchmark grades in high priority subjects such as Language Arts and Mathematics
- CPS instructional time (allotted minutes per subject area)
- Academic Intervention is scheduled and implemented within the classroom and/or Grade Level.
- Align budget to CIWP priorities.
- Learning Garden (classrooms help maintain the Learning Garden)
- Art Encounters program & Hubbard Street (Music/Art)
- Strategic Sourcing Vendors – CPS approved vendors to maximize spending
- Supplemental funding – state/federal funding to buy smaller class size teachers to improve student performance
- Funding used to purchase aides to support teachers and student learning
- Follow CPS guidelines for ordering/receiving materials
- Purchases made for student learning (i.e. books for students – novels)
- A hiring team assisted in interviewing potential candidates. (i.e. specialized teachers – SPED; Assistant Principal, etc.).
- Related Service Providers – counselors, speech, hearing, ELL and SPED teachers (targeting low functioning students), nurse, social worker, and psychologist
- Teacher retention – professional development aligned to teacher strength
- Teacher choice for committees and meetings
- My Voice, My School survey for teachers
- Albany Park Counseling, Communities in Schools (CISC – Field Trips), Junior Achievement, WITS reading program, Ronald McDonald food drive, and dental/vision (1 day eye clinic)

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 ✓ Evidence of effectiveness of the services that community-based organizations provide ✓ Budget analysis and CIWP
Measures	✓ Five Essentials
Five Essentials	Effective Leaders Collaborative Teachers
CPS Framework for Teaching	4a. Reflecting on Teaching & Learning 4e. Demonstrating Professionalism
CPS Performance Standards for School Leaders	A3. Allocates Resources to Support Student Learning, Prioritizing Time B4. Hires and Retains Highly Effective Teachers

Expectations for depth & breadth of Student Learning

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

1   2   **3**   4

- Engage all learners in curriculum being presented by fully integrating opportunities for all learners, including Sped, EL's.
- Higher order thinking, CCSS curriculum
- Scope and Sequence Charts
- Distinguish qualitatively and quantitatively between regular courses and "advanced courses" (Comprehensive Gifted Program).
- Smart Boards
- Differentiation (SPED push-in, differentiation within the General Education Classroom. (Product, Process, Content can either go beyond the grade level, or below.)
Examples of Differentiation:
*Small groups by Levels
*Assignments
*Activities
*Homework
*Materials
- Cross Curricular Units
- Reading Buddies
- Grade Level visits from other grade levels.
- Lawyers in the classroom.
- Coordinate Science Lab teacher and grade level team using Content Framework, and pacing chart aligned to Common Core and NGSS.
- Gifted classrooms accelerate curriculum and pace their classes faster.
- Harmony at Haugan-SE Learning
- Albany Park
- Girls in the Game
- Social Worker: Anger Program
- CISC programs
- Counselor Groups and Interventions
- WITS
- Art Encounters
- Student Teachers
- Reading in Motion
- 6th grade Mathematics
- Reading A-Z
- K-2 CCSS in Math
- Ubd/KUD Units
- StoryWorks (Grades 4 and 5)
- Novel Studies
- Daily 5/Cafe

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=Y3BzLmVkdXxrY3xneDoyYjlINGI4MmY3YTIxYTgz), 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	✓ Curriculum maps, vertical/horizontal ✓ Sequencing and pacing guides ✓ Thematic units which cover multiple disciplines ✓ Comprehensive unit plans including assessments
Measures	✓ SQRP Attainment and Growth
Five Essentials	Ambitious Instruction Effective Leaders Collaborative Teachers
CPS Framework for Teaching	3a. Communicating with Students 3c. Engaging Students in Learning 1a. Demonstrating knowledge of content and pedagogy 1d. Designing Coherent Instruction
CPS Performance Standards for School Leaders	B1. Implements Curricular Scope and Sequence and Reviews Instructional Practices C1. Creates a Culture that Supports Social Emotional Learning and Effective Effort

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

> • Scaffolding and differentiated Leveled readers, leveled passages,
> • Technology (Elmo, smart Board, Laptops. IPAD, Internet, Power Point, On-line Apps.
> • Supplementary Media
> • Alternative Pathways
> • Materials from a variety of content areas
> • Leveled Books in the library and resource room
> • Native Language Materials (Bilingual and ELL students)
> • Reading A -Z, RAZ Kids, Safari Montage, Khan Academy, McGraw Hill resources, ideas from pinterest.com, resources from teacherspayteachers.com, BrainPop, ThinkCerca, Art of Problem Solving, XL Math, newsela.com, Scholastic/Time For Kids.
> • Manipulatives, (counters, real-life objects, puzzles, experiments, games)
> • Science Materials – i.e., dirt, sand, sea shells, pinecones, straws, paper plates.

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	✓ Cross-section of materials from a variety of content areas and grade levels ✓ Evidence of scaffolding and differentiation for all students to access the content/skills ✓ Description of materials in curriculum and/or lesson plans ✓ Presence of varied texts, supplementary media (e.g. videos)
Measures	✓ SQRP Attainment and Growth
Five Essentials	Ambitious instruction Supportive Environment
CPS Framework for Teaching	1a. Demonstrating Knowledge of Content and Pedagogy 1b. Demonstrating Knowledge of Students 1c. Selecting Learning Objectives 1d. Designing Coherent Instruction
CPS Performance Standards for School Leaders	A3. Allocates Resources to Support Student Learning, Prioritizing Time

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

1 **2** 3 4

- Gifted Vertical Planning translates to GLTM for coherence. (Tasks reflect the key shift in Mathematics)
- Problem-of-the-Week/Month (Create opportunities for students…)
- Students create workable Math problems that reflect the real-world. (Create an environment where students assume responsibility)
- Student-Student, Teacher-Student share strategies with one another during Math Talks, Problem-of-the-Week, Problem-of-the-Day, and Literacy Groups (Daily 5/Café). (Begin with belief that all students can learn.)
- Connection to Real-Life Lessons (Special Numbers, Research Projects) and how the content relates to life.
- Grouping of students, (Literacy/Math, all subject areas)
- Daily 5 (Sharing strategies: Student-to-student, Student-to-Teacher)
- Intervention (Tiers 2 &3) through observations, Intervention Logs, grouping of students.
- Complexity: Close reading in Math and Literacy, complex novels, Choice projects
- Lesson Plans (Plan and assign tasks that are cognitively challenging for individual students and require students…) (Ubd/KUD Gifted Plans)
- Student Created Rubrics

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-%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	✓ Cross-section of student work from a variety of content areas ✓ Observation of student learning (e.g. learning walks/walkthroughs) ✓ Focus group(s) and discussions with students
Measures	✓ SQRP Attainment and Growth
Five Essentials	Ambitious instruction
CPS Framework for Teaching	1d. Designing Coherent Instruction 2b. Establishing a Culture for Learning 3b. Using Questioning and Discussion Techniques 3c. Engaging Students in Learning
CPS Performance Standards for School Leaders	B1. Implements Curricular Scope and Sequence and Reviews Instructional Practices

Transitions, College & Career Access & Persistence:

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)

Score

1 **2** 3 4

- Selective Enrollment Testing
- College Pennants
- Rigor Lessons
- Life Skills
- Connection to Real-Life
- College Grouping
- "Scholars"
- Career Day

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 8th Grade Algebra to all eligible 8th 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	✓ Data on college visits and college fair information ✓ Naviance Monthly Data ✓ Scholarships earned ✓ Artifacts, plans, or timelines related to successful transitions structures ✓ To & Through data
Measures	✓ College Enrollment, Persistence, Drop Out, and Attendance Rates ✓ Early College and Career Credentials
Five Essentials	Ambitious Instruction Supportive Environment
CPS Framework for Teaching	2b. Establishing a Culture for Learning
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

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

- REACH Observations (Formal and Informal)
- Various teaching strategies utilized in the classroom (e.g. close reading, CUBE strategy)
- Flexible grouping and responsive to student needs
- Academic Vocabulary and Higher Order Questioning (Open-ended responses; turning questions into writing prompts)
- Student work (student choice)
- Scaffolding and Differentiation (multiple modalities of learning)
- Data analysis that leads to changes in instruction practice
- Reading and Math groups
- Instruction for EL students (code-switching between languages)
- Student ownership and motivation
- MTSS (targeted support per students' level of understanding)
- ACCESS scores and WIDA standards used to accommodate EL learners
- Students are being surveyed to determine their preferred learning style (e.g. visual, kinesthetic, etc.)
- Bloom Higher Order Thinking skills, brain teasers, and tic-tac-toe boards to promote student choice
- Rigorous and big idea projects (student choice)
- Creating lessons that go beyond grade level standards, opening opportunities for students to voice their opinion, and build arguments and counterclaims

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	✓ Evidence of best practices (flexible grouping, cognitively demanding tasks, open-ended questions) ✓ Informational observations, peer observations, learning walks ✓ Lesson studies
Measures	✓ SQRP Attainment and Growth ✓ REACH observation trends (de-identified)
Five Essentials	Ambitious Instruction Effective Leaders Supportive Environment
CPS Framework for Teaching	3a. Communicating with Students 3b. Using Questioning and Discussion Techniques 3c. Engaging Students in Learning 3d. Using Assessment in Instruction 3e. Demonstrating Flexibility and Responsiveness
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

- Teachers complete the Differentiation section of the Lesson Plan template to address the needs of below, above, Special Education, and English Language Learners.
- Teachers prepare their lessons with anticipation of students needing additional support for tiered instruction.
- Some teachers use "Intervention Logs" to document which students are on Tiers 2 and 3 on a daily/weekly basis.
- The MTSS team has created a packet which outlines the MTSS process. These documents include:
*A One Page Flyer detailing the MTSS Steps.
*The Haugan MTSS Student Portfolio for Tiers 1-3.
- Data from NWEA, Reading 3D, mClass Math, and Dibels are used as progress monitoring tools to group students at their instructional levels.
- Teachers adjust their instruction and what is in their lesson plans to make effective and impromptu adjustments to meet the needs of all learners. (REACH Observation Data.)
- Teachers use easycbm.com, Reading A-Z, and other forms of progress monitoring as a means to track student progress.
- Students Interest Surveys are used to identify student's strengths and use to teach students in their area of strength. (Choice Projects.)
- Attendance survey is given to determine the causes of absences and tardies.
- The MTSS team collaborates and works as a team of teachers and related service providers to plan and monitor targeted student support.
- The school counselor meets with individual and small groups to provide social/emotional support.
- IEP's are student centered and SPED teachers have individual files with progress monitoring, intervention logs, parent-communication log, teacher-teacher communication logs, etc., as evidenced in the REACH 4b-4e.
- Personal Learning Plans are monitored by the school counselor for students in grades 3 and 6, as well as some at-risk students to track attendance, learning, and the social-emotional needs of individual students.
*Attendance
*Social/Emotional Learning
*On-Track Grades
- The Attendance Team monitors the attendance for the whole school.
- Social Emotional Supports are in place from the school counselor, the "Harmony at Haugan", CISC program, "SS Grin", planned participation in CPS Social/Emotional Program, and the Albany Park Counseling Center.
- Teachers use Mclass Math/Dibels, RTI in Math, Exit Slips to progress monitor student learning.
- Enrichment/Intervention Groups and Academic Intervention time is used to intervene in a timely and effective way to help students who are struggling/ or to provide the opportunity to advance upon a skill upon mastery.
- Teachers use a variety of strategies to teach one standard. (Songs, Organizers, Visuals, Videos, etc.)
- Some teachers have a student-centered learning environment.
- The Sixth Grade Team created an "Attendance Chart" to track and monitor student attendance on a daily/weekly basis.

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 ✓ Evidence of On Track monitoring and supports
Measures	✓ SQRP Attainment and Growth ✓ Attendance Rates ✓ Course success rates (e.g. grade distributions, pass/failure rates)
Five Essentials	Ambitious Instruction Collaborative Teachers Supportive Environment
CPS Framework for Teaching	1a. Demonstrating knowledge of content and pedagogy 1b. Demonstrating Knowledge of Students 1d. Designing Coherent Instruction 2d. Managing Student Behavior 3d. Using Assessment in Instruction 3e. Demonstrating Flexibility and Responsiveness 4b. Maintaining Accurate Records
CPS Performance Standards for School Leaders	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

• Use multiple measures (teacher made and teacher selected, student created)
• Variety of assessments (formative and summative – teacher and student created) – written, visual, projects
• Use of multiple measures (teacher made or selected, student created assessments)
• Changes in assessment as class changes (flexibility)
• Weekly lesson plans and units feature varieties of assessments being used in the classroom
• Uniform grade policy across grade levels
• Screening (Diagnostic)/Benchmark/Standardized Testing – PARCC, NWEA, DIBELS/IDEL, TRC, mClass math, tiered assessments, ACCESS and W-APT (language proficiency), performance tasks, etc.
• Differentiation of assessments (in content and type of product)
• Gradebook (Impact)
• Challenging assignments (e.g. performance tasks)
• Provide accommodations in presentation which include timing (wait time), responses from students, talk time, peer to peer conversations, listen/think-pair-share
• Academic language and vocabulary for EL's (English/Spanish)
• Reading A-Z, Easy CBM (progress monitoring)

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	✓ Examples of a variety of teacher created and teacher selected assessments ✓ Units and lesson plans with formative and summative assessments embedded in a long term plan ✓ Evidence of assessment data analysis for the purpose of planning ✓ Assessment calendar ✓ Examples of gradebooks ✓ School's grading policy ✓ Grade distribution reports (course success rates)
Measures	✓ SQRP Attainment and Growth
Five Essentials	Ambitious Instruction
CPS Framework for Teaching	1c. Selecting Learning Objectives 1e. Designing Student Assessment 3d. Using Assessment in Instruction 4a. Reflecting on Teaching & Learning 4b. Maintaining Accurate Records
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

- Students are given the ability to take ownership of their own learning (i.e.: student choice)
- Students are able to recognize their own accomplishments (i.e.: I wrote my name, We made a pattern)
- Creating a culture that supports social and emotional learning and effective effort (students modeling positive interactions, celebrating academic and personal achievements)
- Comfortable in the classroom (based on observations)
- Willing to share strategies with other peers (based on observations)
- Trust (academic and relational – based on observations)
- Collaboration (classroom and school wide) – collaboration among teachers (sharing strategies, implementing new learning approaches)
- Student work products, classwork, homework
- Peer work
- Students teaching students
- Growth mindset (yes you can do it)
- Learning objectives posted
- Behavior goals (incentive charts)
- Positive reinforcement and incentives (e.g. pizza party, rewards)
- Classroom/school wide rewards
- Conferencing with students (oral and written in journals)
- Learning goals/NWEA target goals
- Presentations

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	✓ Sample of individual student learning goals from a cross-section of teachers ✓ Also review student work evidence from Rigorous Student Tasks
Measures	✓ Five Essentials – Ambitious Instruction ✓ SQRP Attainment and Growth
Five Essentials	Ambitious Instruction Collaborative Teachers Supportive Environment
CPS Framework for Teaching	2b. Establishing a Culture for Learning
CPS Performance Standards for School Leaders	C1. Creates a Culture that Supports Social Emotional Learning and Effective Effort

Relational Trust:

Score

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.

• Counselor provides individual and small group sessions to address concerns and opportunities to share feelings.
• Positive Reinforcement is used in the Classroom.
*Examples: Verbal and Written Praise amongst student-student, and teacher-student
*Positive Performers are given to students who display positive behavior.
*Positive Reinforcements are used in the classroom to manage behavior.
*Incentive Charts/Incentives are used to inspire encouraging behavior.
• WITS Program provides one-on-one mentors for Kindergarten and Third Grade Students through Reading, Discussion and Writing.
• "Girls in the Game" provided social/emotional opportunities for Fourth-Sixth Grade girls through Sports.
• Harmony at Haugan
• School Social Worker and Psychologist will be providing services for primary aged students. ("S.S. Grin")
• Observations show high levels of civility among peers, teachers, and student-teacher interactions.
• Meeting Norms are posted to remind staff of the expectations of each session.
• Positive interactions and dialogue between teachers during Professional Development presentations show respect among colleagues.
• Teachers collaborate during weekly Grade Level Team Meetings, Professional Developments, etc. to share strategies, discuss data, interventions, etc.
• Teachers go beyond their union contract by arriving before, or staying after school to prepare for lessons and to work with students during recess and prep time.
• Teachers participate in a variety of committees for the betterment of the school. (ILT, CIWP, MTSS, Discipline, Writing, Gifted, Attendance).
• Buddy Reading allows older students to mentor younger students.
• Teachers share strategies during Professional Developments to build upon their teaching craft.
• The School Climate Standards Self-Assessment was used to assess behavior, school climate, interactions between students-teacher, teacher-teacher, and data from the My School My Voice survey.
• Restorative Practices are used through Classroom Meetings, meetings with the counselor, Assistant Principal, and teachers in order to intervene and use positive methods to deal with discipline and/or conflicts. Teachers use the Discipline Referral Form as a means to track these practices that have been implemented in the classroom for the individual student.
• Some classes have meetings with students to discuss weekly progress, challenges, and/or acknowledgements.
• There are opportunities for Parents to come in for ESL, parenting, etc. classes.
• Teachers comply with ILT requests as evidenced in the minutes from the Grade Level Team Meetings.
• Our schedules have been created with a time to meet weekly in Grade Level Teams to provide opportunities to share ideas and collaborate.

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

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	1b. Demonstrating Knowledge of Students 2a. Creating an Environment of Respect and Rapport
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

• School is discussing the need for more extracurricular activities including Homework Help, sports programs, to build cooperative/sportsmanship skills
• School counselor promoting and discussing selective enrollment programs with 6th grade parents/students
• Teachers actively planning curriculum around students' needs where students have more student choice (choice of product – e.g. tic-tac-toe, Bloom's Higher order Thinking choice board, KUD's – students are willing to share; students teaching students)
• Harmony at Haugan program introduced and implemented by the School Counselor
• Albany Park counseling services
• Haugan School student council (i.e.: food drive)
• 6th grade has "Lawyers in the Classroom" where students are introduced to issues/cases that went to the Supreme Court and mock trials/juries are created.
• Teachers using culturally relevant texts in the classrooms
• Field trips to broaden student perspectives (e.g. Romeo and Juliet field trip – 6th grade
• Professional development focused on building culturally relevant topics in the classroom (e.g. Literacy Leaders giving PD to staff members)
• My Voice, My School survey – 6th grade students
• WITS – Kdg. And 3rd grade
• Reading Buddies across grade levels
• Junior Achievement program
• Student interest surveys (gifted program) and classroom surveys
• Blackhawks G.O.A.L program (5th/6th – sports)
• School wide Science Fair
• Classrooms help maintain Haugan Learning Garden

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	✓ Extracurricular offering info (e.g. descriptions of sports and clubs, list of partner organizations, participation data) ✓ Student interest surveys (and/or other avenue for student input) ✓ Policies regarding student engagement in decision making ✓ Student government or committee charter and responsibilities ✓ MVMS Student Survey completion rates and results
Measures	✓ Five Essentials – Supportive Environment
Five Essentials	Supportive Environment
CPS Framework for Teaching	1b. Demonstrating Knowledge of Students 2a. Creating an Environment of Respect and Rapport 3c. Engaging Students in Learning
CPS Performance Standards for School Leaders	D3. Utilizes Feedback from Multiple Stakeholders for School Improvement
Content Standards	Social Science 3.0 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

• Teacher's classroom management system ensures students and adults feel physically, socially, intellectually, and emotionally safe throughout the school.
• Visitors are required to be "buzzed into" the school and go straight to the office to receive a pass before entering the classrooms, auditorium, etc.
• Identification is checked and matched against the emergency form when students are leaving for an early dismissal.
• The Security Guard is stationed at the Main Office Door to ensure safety.
• Visitors are required to go through the Main Entrance Door, and sign in with the office staff before visiting a classroom.
• Fire, Lockdown, Emergency Drills, etc. are detailed and outlined in written form in the Staff Handbook and practiced throughout the year.
• The Discipline Committee created "The Haugan 6 Rules" to promote positivity and shared values and expectations for all.
• Classroom Meetings and Management techniques are used as Restorative Approaches to evidence.
• Teachers who are "Proficient" or "Distinguished" in 2c (Management of Transitions) on the Framework for Teaching are present in the school.
• Examples of teacher practice to improve in Domain 2 are also found in the Framework for Teaching.

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

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 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.

Score

1   2   **3**   4

Proactive Approaches:
• Teachers have a routine classroom management system that promotes positive behavior and interactions among students.
• Some classes have students create the "Classroom Agreements" and place their signature on the board as ownership of the agreements. These agreements correlate to the classroom management systems. Example: "Soaring Towards the Stars/Behavior Charts."
• Classroom rules outline the expected behavior of students while in school.
• Teachers contact families to inform them of positive student behavior and progress.
• Positive reinforcements are used for students who go beyond the expected behavior. Examples: (Positive Performers, Free Time, Incentives, Treasure Chest.)
• A Discipline Committee was created to develop and implement school-wide behavior expectations.
Restorative Approaches:
• Misconduct data from "Dashboard" shows the percentage of infractions a student has received which is then used to determine both short, and long-term approaches to discipline.
• The school counselor tracks misconduct among students with Personal Learning Plans.
• Restorative Practices are used by administration and teachers to provide opportunities for students to take responsibility for their actions, reflect on the situation, and to determine the necessary steps to take in the future to improve upon the behavior.
• Students are not removed from the regular instructional setting as a consequence for their behavior, instead they receive an after-school detention.
• The administrator and school counselor use restorative practices to respond to repetitive behaviors that hinder the student's social/emotional development.
• Teachers deal with the misbehavior in a timely and effective manner and continue regular classroom instruction.
Instructive Approaches:
• Teachers use a Multi-Tiered system of supports (MTSS) for social, emotional, and behavioral growth using a tiered structure of interventions.
• Teachers model the expected behavior and establish a routine in a consistent manner within their classrooms.
• Teachers introduce and review the "Student Code of Conduct" in the beginning of the year, and parents sign the sheet as acknowledgement and receipt of the Code of Conduct Book
• A Discipline Assembly was given to introduce and model the expected behaviors for students to display while in school.
• The "MySchool MyVoice" Survey responses and "School Climate Standards" are used to build school-wide behavior expectations.

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) ✓ My Voice, My School survey responses
Measures	✓ Five Essentials – Supportive Environment
Five Essentials	Supportive Environment
CPS Framework for Teaching	2a. Creating an Environment of Respect and Rapport 2d. Managing Student Behavior 4c. Communicating with Families
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:

Score

1 **2** 3 4

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 address and respond to input.

- Parents are participants of the following: PAC (Parental Advisory Committee), BAC (Bilingual Advisory Committee), LSC (Local School Council), PTA (Parent Teacher Association).
- Family Reading Night, Science Night, and International Night (coincide with parents' work schedules so that parents can participate)
- Holiday programs, School awards ceremony, 6th grade talent show (coincide with parents' work schedules so that parents can participate)
- Teachers are available before and after school or during their preparation period to meet with parents over various concerns (academic/behavioral)
- Teachers share email with parents to stay in touch over any academic or behavioral concerns
- Student/Parent Portal being used by parents to be on top of their students' progress. School clerk and school counselor working on raising awareness of parent portal (workshop to show parents how to sign up for parent portal)
- Ask parents to support student learning (i.e. working at home with students, teachers have parents sign agendas to verify students have completed assigned homework)
- Weekly reading logs (parents sign calendar on daily basis)
- Open House/Report Card Pick-Up – opportunity to share with parents classroom practices, procedures, and expectations
- Fundraising – PTA candy sale
- Different languages to accommodate cultural relevance
- My Voice, My School survey (for parents) – incentives (sponsored by the PTA) offered to parents who fill out survey on report card pick-up
- Parent volunteers – Pre-K, Dismissal

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	✓ Examples of communication methods and content ✓ Participation rates for Parent University, events, parent council(s), report card pick-up, survey completion, Parent Portal, etc. ✓ Outreach efforts ✓ Documentation of responsiveness to Parent Support Center concerns raised ✓ Event agendas, flyers ✓ Fundraising activities and amounts (if applicable) ✓ How does the school honor and reflect the diversity of families including language and culture?
Measures	✓ Five Essentials Score – Involved Families ✓ My Voice, My School Survey scores – outreach to parents; parent-teacher trust
Five Essentials	Involved Families
CPS Framework for Teaching	2c. Managing Classroom Procedures 4c. Communicating with Families
CPS Performance Standards for School Leaders	D1. Engages Families

School Excellence Framework Priorities

Score	Framework dimension and category	Area of focus ⊘= Not of focus
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: Parent Partnership	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: Aligned Resources		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	Expectations for depth & breadth of Quality Teaching: Balanced Assessment & Grading		1 2 3 4 5 ⦸
3	Expectations for depth & breadth of Quality Teaching: Instruction		**1** 2 3 4 5 ⦸
3	Expectations for depth & breadth of Student Learning: Curriculum		1 **2** 3 4 5 ⦸
3	Expectations for depth & breadth of Student Learning: Instructional Materials		1 2 3 4 5 ⦸
3	Expectations for Quality & Character of School Life: Culture for Learning		1 2 3 4 5 ⦸
3	Expectations for Quality & Character of School Life: Relational Trust		1 2 3 4 5 ⦸
3	Expectations for Quality & Character of School Life: Restorative Approaches to Discipline		1 2 3 4 5 ⦸
3	Expectations for Quality & Character of School Life: Safety & Order		1 2 3 4 5 ⦸
4	Culture of & Structure for Continuous Improvement: Professional Learning		1 2 3 4 5 ⦸

Goals

Required metrics (Elementary)   14 of 18 complete

	2014-2015 Actual	2015-2016 Actual	2016-2017 Goal	2017-2018 Goal
National School Growth Percentile - Reading				
After reviewing historical data for Reading (62.00), we determined a reasonable and measurable metric (2016-2017: 70.00; 2017-2018: 75.00) based on the needs of our learners.	66.00	62.00	70.00	75.00
National School Growth Percentile - Math				
After reviewing historical data for Math (61.00), we determined a reasonable and measurable metric (2016-2017: 65.00; 2017-2018: 70.00) based on the needs of our learners.	67.00	61.00	65.00	70.00
% of Students Meeting/Exceeding National Ave Growth Norms				
After reviewing historical data for % of Students Meeting/Exceeding National Ave Growth Norms (53.90), we determined a reasonable and measurable metric (2016-2017: 55.00; 2017-2018: 60.00) based on the needs of our learners.	53.90	*(Blank)*	55.00	60.00
African-American Growth Percentile - Reading				
(Blank)	*(Blank)*	*(Blank)*	0.00	0.00
Hispanic Growth Percentile - Reading				
After reviewing historical data for Hispanic Growth Percentile - Reading (62.00), we determined a reasonable and measurable metric (2016-2017: 70.00; 2017-2018: 75.00) based on the needs of our learners.	52.00	62.00	70.00	75.00

English Learner Growth Percentile - Reading

After reviewing historical data for English Learner Growth Percentile - Reading (23.00), we determined a reasonable and measurable metric (2016-2017: 30.00; 2017-2018: 35.00) based on the needs of our learners.	14.00	23.00	30.00	35.00

Diverse Learner Growth Percentile - Reading

(Blank)	*(Blank)*	*(Blank)*	0.00	0.00

African-American Growth Percentile - Math

(Blank)	*(Blank)*	*(Blank)*	0.00	0.00

Hispanic Growth Percentile - Math

After reviewing historical data for Hispanic Growth Percentile - Math (58.00), we determined a reasonable and measurable metric (2016-2017: 65.00; 2017-2018: 70.00) based on the needs of our learners.	61.00	58.00	65.00	70.00

English Learner Growth Percentile - Math

After reviewing historical data for English Learner Growth Percentile - Math (63.00), we determined a reasonable and measurable metric (2016-2017: 70.00; 2017-2018: 75.00) based on the needs of our learners.	64.00	63.00	70.00	75.00

Diverse Learner Growth Percentile - Math

(Blank)	*(Blank)*	*(Blank)*	0.00	0.00

National School Attainment Percentile - Reading (Grades 3-8)

After reviewing historical data for National School Attainment Percentile - Reading, Grades 3-8 (48.00), we determined a reasonable and measurable metric (2016-2017: 53.00; 2017-2018: 55.00) based on the needs of our learners.	46.00	48.00	53.00	55.00

National School Attainment Percentile - Math (Grades 3-8)

After reviewing historical data for National School Attainment Percentile - Math, Grades 3-8 (62.00), we determined a reasonable and measurable metric (2016-2017: 65.00; 2017-2018: 68.00) based on the needs of our learners.	59.00	62.00	65.00	68.00

National School Attainment Percentile - Reading (Grade 2)

After reviewing historical data for National School Attainment Percentile - Reading, Grade 2 (70.00), we determined a reasonable and measurable metric (2016-2017: 73.00; 2017-2018: 76.00) based on the needs of our learners.	49.00	70.00	73.00	76.00

National School Attainment Percentile - Math (Grade 2)

After reviewing historical data for National School Attainment Percentile - Reading, Grade 2 (65.00), we determined a reasonable and measurable metric (2016-2017: 68.00; 2017-2018: 71.00) based on the needs of our learners.	30.00	65.00	68.00	71.00

% of Students Making Sufficient Annual Progress on ACCESS

After reviewing historical data for % of Students Making Sufficient Annual Progress for ACCESS (50.50), we determined a reasonable and measurable metric (2016-2017: 70.00; 2017-2018: 75.00) based on the needs of our learners.	51.80	50.50	55.00	60.00

Average Daily Attendance Rate

After reviewing historical data for Average Daily Attendance Rate (95.20), we determined a reasonable and measurable metric (2016-2017: 96.00; 2017-2018: 96.01) based on the needs of our learners.	95.60	95.20	96.00	96.01

My Voice, My School 5 Essentials Survey

After reviewing the results of the My Voice, My School Essentials Survey (Moderately Organized), we determine a reasonable and measurable metric (2016-2017 - Organized) based on Elementary School Performance Indicator.	*(Blank)*	*(Blank)*	*(Blank)*	*(Blank)*

Custom metrics

0 of 0 complete

2014-2015 Actual	2015-2016 Actual	2016-2017 Goal	2017-2018 Goal

Strategies

Strategy 1

If we do...	...then we see...	...which leads to...
Identify a cycle of inquiry that is time-bound and developed from data, to guide the focus of our ILT's work.	Teachers collaborate to review assessment data, implement instructional strategies, and use targeted interventions for students.	Improvement in reading and math scores.

Tags:
Core Instruction, Assessment, Professional Learning, ILT, Curriculum, Academic, Classroom rigor

Area(s) of focus:
3

Action step ❓	Responsible ❓	Timeframe ❓	Evidence for status ❓	Status
Review and analyze school wide data.	ILT/Grade Level Teams	Aug 31, 2016 to Jun 20, 2017	Not started	On-Track

Core Instruction, Assessment, Professional Learning, ILT, Curriculum, Academic, Classroom rigor

Identify a school-wide TIA (Targeted Instructional Area).	ILT members	Aug 31, 2016 to Nov 9, 2016	Not Started	On-Track

Core Instruction, Assessment, Professional Learning, ILT, Curriculum, Academic, Classroom rigor

Investigate and implement instructional strategies by introducing the topic using multiple representations, research based strategies that addresses the Targeted Instructional Area (TIA), demonstrating how the concept can be applied in the real world, and having students communicate their reasoning.	ILT members	Aug 31, 2016 to Jun 20, 2017	Not Started	On-Track

Core Instruction, Assessment, Professional Learning, ILT, Curriculum, Academic, Classroom rigor

ILT members will collect and reflect on data to monitor and adjust practice. For example, student work samples, teacher practices, teacher feedback, etc.	ILT members	Aug 31, 2016 to Jun 20, 2017	Not Started	On-Track

Core Instruction, Assessment, Professional Learning, ILT, Curriculum, Academic, Classroom rigor

Strategy 2

If we do...	...then we see...	...which leads to...
If we create opportunities for students to engage in meaningful discussions using higher order questioning and check for understanding	Students interact with course material and with one another to build and apply critical reading, writing and math skills	Improvement in Reading and Math goals identified in CIWP and SQRP attainment and growth

Tags:
Core Instruction, Assessment, Professional Learning, ILT, Classroom rigor, Math curriculum, Reading

Area(s) of focus:
1

Action step ❓	Responsible ❓	Timeframe ❓	Evidence for status ❓	Status
Provide PD based on Component 3b (Using Questioning Discussion Techniques)	Administration contacts REACH IES (Instructional Effectiveness Specialist) for PD	Aug 31, 2016 to Jun 20, 2017	Not Started	Completed

Core Instruction, Assessment, Professional development, Reach, Rigorous instruction

Review Lesson Plans to ensure they include rigorous and differentiated tasks appropriate for all learners.	Teachers and Administrations	Sep 6, 2016 to Jun 20, 2017	Not Started	On-Track

Core Instruction, ILT, Differentatied instruction, Lesson planning, Rigorous instruction

Investigate and implement instructional strategies by introducing the topic using multiple representations, solving problems in many ways, demonstrating how the concept can be applied in the real world, and having students communicate their reasoning.	Teachers, ILT members	Aug 31, 2016 to Jun 20, 2017	Not Started	On-Track

Core Instruction, ILT, Critical thinkers, Rigorous instruction

Teachers check for understanding by using Exit Slips (oral/written, questioning, student discussions, etc.) as a means towards Informal/Formal Assessments.	Teachers	Sep 6, 2016 to Jun 20, 2017	Not Started	Not started

Core Instruction, Assessment, Rigorous tasks

Strategy 3

If we do...	...then we see...	...which leads to...
If we maintain a Common Core Aligned Math Curriculum with a scope and sequence	Teachers implement materials that are vertically and horizontally aligned	Improvement in Math Goals identified in the CIWP AND SQRP attainment and growth

Tags:
Math, Core Instruction, Curriculum Design, Curriculum, Rigorous tasks, Reading

Area(s) of focus:
2

Action step ❓	Responsible ❓	Timeframe ❓	Evidence for status ❓	Status

Math Team will monitor the writing of the scope and sequence to ensure it is aligned to CCSS and the CPS Framework.	Math Team, ILT	Aug 31, 2016 to Feb 3, 2017	Not Started	Completed

Curriculum Design, Rigorous tasks, Ccss, Math curriculum, Math team

Develop grade-specific scope and sequence at the beginning of the school year and throughout the year make adjustments.	Teachers, Math Team	Aug 31, 2016 to Jun 20, 2017	Not Started	Completed

Curriculum Design, Rigorous tasks, Math curriculum, Math team

Weekly Grade Level Teams will target areas of instruction aligned with the Math Scope and Sequence.	Grade Level Teams ILT Math Team	Aug 31, 2016 to Jun 20, 2017	Not Started	Not started

Curriculum Design, ILT, Math curriculum, Grade level teams, Math team

Review Lesson Plans to ensure they include rigorous and differentiated tasks appropriate for all learners.	Teachers and Administration	Sep 6, 2016 to Jun 20, 2017	Not Started	Not started

Core Instruction, Curriculum Design, Ccss, Math curriculum

Conduct learning walks, informal pop-ins, REACH observations.	Teachers and Administration	Sep 6, 2016 to Jun 20, 2017	Not Started	On-Track

Assessment, Curriculum Design, ILT, Curriculum, Reach, Math walks

Action Plan

District priority and action step	Responsible	Start	End	Status
✚ Review and analyze school wide data. Tags: Core Instruction, Assessment, Professional Learning, ILT, Curriculum, Academic, Classroom rigor, Core Instruction, Assessment, Professional Learning, ILT, Curriculum, Academic, Classroom rigor	ILT/Grade Level Teams	Aug 31, 2016	Jun 20, 2017	On-Track
✚ Identify a school-wide TIA (Targeted Instructional Area). Tags: Core Instruction, Assessment, Professional Learning, ILT, Curriculum, Academic, Classroom rigor, Core Instruction, Assessment, Professional Learning, ILT, Curriculum, Academic, Classroom rigor	ILT members	Aug 31, 2016	Nov 9, 2016	On-Track
✚ Investigate and implement instructional strategies by introducing the topic using multiple representations, research based strategies that addresses the Targeted Instructional Area (TIA), demonstrating how the concept can be applied in the real world, and having students communicate their reasoning. Tags: Core Instruction, Assessment, Professional Learning, ILT, Curriculum, Academic, Classroom rigor, Core Instruction, Assessment, Professional Learning, ILT, Curriculum, Academic, Classroom rigor	ILT members	Aug 31, 2016	Jun 20, 2017	On-Track

District priority and action step	Responsible	Start	End	Status
✚ ILT members will collect and reflect on data to monitor and adjust practice. For example, student work samples, teacher practices, teacher feedback, etc. Tags: Core Instruction, Assessment, Professional Learning, ILT, Curriculum, Academic, Classroom rigor, Core Instruction, Assessment, Professional Learning, ILT, Curriculum, Academic, Classroom rigor	ILT members	Aug 31, 2016	Jun 20, 2017	On-Track
✚ Provide PD based on Component 3b (Using Questioning Discussion Techniques) Tags: Core Instruction, Assessment, Professional Learning, ILT, Classroom rigor, Math curriculum, Reading, Core Instruction, Assessment, Professional development, Reach, Rigorous instruction	Administration contacts REACH IES (Instructional Effectiveness Specialist) for PD	Aug 31, 2016	Jun 20, 2017	Completed
✚ Review Lesson Plans to ensure they include rigorous and differentiated tasks appropriate for all learners. Tags: Core Instruction, Assessment, Professional Learning, ILT, Classroom rigor, Math curriculum, Reading, Core Instruction, ILT, Differentatied instruction, Lesson planning, Rigorous instruction	Teachers and Administrations	Sep 6, 2016	Jun 20, 2017	On-Track
✚ Investigate and implement instructional strategies by introducing the topic using multiple representations, solving problems in many ways, demonstrating how the concept can be applied in the real world, and having students communicate their reasoning. Tags: Core Instruction, Assessment, Professional Learning, ILT, Classroom rigor, Math curriculum, Reading, Core Instruction, ILT, Critical thinkers, Rigorous instruction	Teachers, ILT members	Aug 31, 2016	Jun 20, 2017	On-Track
✚ Teachers check for understanding by using Exit Slips (oral/written, questioning, student discussions, etc.) as a means towards Informal/Formal Assessments. Tags: Core Instruction, Assessment, Professional Learning, ILT, Classroom rigor, Math curriculum, Reading, Core Instruction, Assessment, Rigorous tasks	Teachers	Sep 6, 2016	Jun 20, 2017	Not started
✚ Math Team will monitor the writing of the scope and sequence to ensure it is aligned to CCSS and the CPS Framework. Tags: Math, Core Instruction, Curriculum Design, Curriculum, Rigorous tasks, Reading, Curriculum Design, Rigorous tasks, Ccss, Math curriculum, Math team	Math Team, ILT	Aug 31, 2016	Feb 3, 2017	Completed
✚ Develop grade-specific scope and sequence at the beginning of the school year and throughout the year make adjustments. Tags: Math, Core Instruction, Curriculum Design, Curriculum, Rigorous tasks, Reading, Curriculum Design, Rigorous tasks, Math curriculum, Math team	Teachers, Math Team	Aug 31, 2016	Jun 20, 2017	Completed
✚ Weekly Grade Level Teams will target areas of instruction aligned with the Math Scope and Sequence. Tags: Math, Core Instruction, Curriculum Design, Curriculum, Rigorous tasks, Reading, Curriculum Design, ILT, Math curriculum, Grade level teams, Math team	Grade Level Teams ILT Math Team	Aug 31, 2016	Jun 20, 2017	Not started
✚ Review Lesson Plans to ensure they include rigorous and differentiated tasks appropriate for all learners. Tags: Math, Core Instruction, Curriculum Design, Curriculum, Rigorous tasks, Reading, Core Instruction, Curriculum Design, Ccss, Math curriculum	Teachers and Administration	Sep 6, 2016	Jun 20, 2017	Not started
✚ Conduct learning walks, informal pop-ins, REACH observations. Tags: Math, Core Instruction, Curriculum Design, Curriculum, Rigorous tasks, Reading, Assessment, Curriculum Design, ILT, Curriculum, Reach, Math walks	Teachers and Administration	Sep 6, 2016	Jun 20, 2017	On-Track

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 approced plan, developed in consultation with teachers, administrators, and other appropriate personnel, and parents of thes tudents 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 suppland 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

Parent Involvement Policy   Complete

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.

> Parent involvement will occur through parent surveys, parent meetings and the Parent Advisory Committee (PAC) held throughout the year.

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

> An election and general membership meeting will be held in September. Parents will elect the officers. Issues of importance regarding NCLB sponsored programs will be discussed and approval of funding will occur. The PAC will meet periodically throughout the year.

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.

> Students in grades K-2 are administered the DIBELS test three times a year. Teachers use the data to provide flexible grouping for students. The data is also used to monitor the students' progress. In grades 3-6, besides selection tests, students are tested on REACH Performance Tasks which indicate their mastery of state standards. Parents receive a letter informing them as to how to interpret the scores and about their child's progress. In addition, PARCC and NWEA will be given to measure student proficiency in Reading, Math, Science and Writing. During Open House, teachers inform parents of the grade level curriculum and various materials that are used throughout the year. Parents are informed of their child's progress through conferencing and letters. Parent will be able to track student progress through the parent portal on Gradebook.

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.

> Following the Parent Advisory Council meetings, the leadership team will address any suggestions the parents have. The team will initiate ideas that will make a positive impact on the school environment. During the principal's report at the LSC meeting, the LSC will be updated monthly as to the parent suggestions and what action has been taken.

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.

> During the November report card pick-up, parents will receive a copy of their child's performance on the NWEA tests taken the previous spring. Students at the benchmark grades (3 and 6) receive their preliminary results in June. Parents will receive information on PARCC results.

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.

> Parents receive a letter through the mail stating that their child's teacher(s) is not highly qualified.

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.

> Teachers will have the option of how they will communicate with parents (ex. E-mail, newsletter, telephone messages, etc.) as to how they will keep parents updated on curriculum and classroom activities.

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.

> Teachers will offer suggested reading comprehension strategies and activities to parents. We will offer literacy training, computer classes and a lending library to enable parents to work with their child at home. In addition, the school will provide English Language classes for parents so that they can assist their students at home.

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.

> The school will provide professional development to staff members on reaching out and working with parents. Parents will be invited to participate in classroom activities and asked to volunteer. Parents have the opportunity to speak to individual teachers about their issues, concerns, or experiences.

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.

> There is a Pre-Kindergarten program that operates in the school to offer students the opportunity to attend an early childhood program. This program encourages parent participation in the classroom and on school sponsored field trips. Formal parent meetings are held in each classroom at least four times a year.

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.

> The school sends correspondence to parents in English and Spanish, the primary languages of most families attending the school. There is a list of translators available within the school posted in the office. A sign language interpreter is available on request and arrangements are made for her to attend meetings with parents.

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.)

Mission - Our vision is to empower all members of the Haugan family by creating a safe, nurturing and rigorous learning environment. Together, we use best practices in technology and curriculum to provide life, social and academic skills needed to successfully work cooperatively to provide a foundation for college and career readiness. Vision- We believe in the value of education and appreciate the diversity of our Haugan community. By preserving a safe environment, interactive learning and technological resources, together, we will be an engaged community of learners.

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.

There are two city-wide parent teacher conferences on report card pick-up days. Parent teacher conferences (on an individual basis) will be held at a scheduled time convenient for both parties.

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

Distribution of progress reports will take place the 5th week of every marking period. In addition, report cards will be issued every ten weeks.

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

Parents may schedule conferences with teachers at a convenient time during the day for all parties involved.

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.

Parents are invited to accompany their children on field trips. They are invited to come to school and observe and participate in school sponsored activities. Parents are encouraged to complete the volunteer forms and to spend time in the classroom. Parent requests to observe an individual class are honored.

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

Agenda books are provided to the students and are used on a daily basis to monitor homework assignments and communicate with parents. Parents are notified daily when their children are not in school. Parents can also use the parent portal to monitor grades. If they have any questions or concerns, they may contact the teacher to schedule a conference to ensure that their child's social or academic progress is being addressed.

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

Ongoing communication exists between the school and home including conferences, notes and telephone calls.

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).

A Student Code of Conduct and a student handbook are given to each student detailing their responsibilities. Assemblies are held for the students at which time the Student Code of Conduct and school rule and attendance policies are reviewed. Students will set goals for themselves, participate in school activities and work to meet or exceed state academic standards.

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.

Our goal is to provide parent training in computer, ESL, and parenting classes to enable parents to support their child's academic success.

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

Account(s)	Description	Allocation	
51130, 52130	**Teacher Presenter/ESP Extended Day** For Teacher presenter, ESP Extended Day, please remember to put money on the benefits line. Non-Instructional pay rate applies.	$ 0	.00
53405	**Supplies** 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.	$ 0	.00
53205	**Refreshments** Allocation CAN NOT EXCEED 25% of the Parent Budget. Refreshments must be used for Title 1 PAC meetings, trainings and workshops.	$ 0	.00

54125	**Consultants** 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)	$	0	.00
54505	**Admission and Registration Fees, Subscriptions and memberships** For Parents use only.	$	0	.00
54205	**Travel** Buses for Parents use. Overnight Conference travel- schoolsmust follow the CPS Tracel Policy. The CPS Parent Overnight Travel Approval Form and Conference Travel Form must be completed.	$	0	.00
54565	**Reimbursements** 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.	$	0	.00
53510	**Postage** Must be used for parent involvement programs only.	$	0	.00
53306	**Software** Must be educational and for parent use only.	$	0	.00
55005	**Furniture and Equipment** 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 by used only by parents.	$	0	.00