



# 2016-2018 plan summary

## Team

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|------------------|---------------------|--------------------|------------|
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## Team meetings

No meetings saved for this plan.

## 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

Agendas and presentations to the staff led by the ILT. 5 Essentials program coherence. State of the School as presented to the community. Promotional materials and school website. Three clear school improvement goals that have been the focus of nearly all professional development and collaboration throughout the year. We have had a consistent focus across all grade levels on teaching math through problem solving and teaching students to use math journals.

## Guide for Leadership & Collective Responsibility

- **Set the direction and create a sense of purpose by building consensus on and implementing a shared vision.**
  - Consider the demographics of the school community in developing a shared vision.
  - Help stakeholders understand the relationship between the school's vision and their initiatives and priorities.
  - Consistently use informal and formal opportunities to champion and articulate the vision.
  - Act in ways that consistently reflect the school's core values, beliefs, and priorities in order to establish trust.
  - Ensure the school's identity, vision, and mission drive school decisions.
- **Inspire a culture of collective responsibility for the success of ALL students in the whole school (not solely teacher's own students).**

- **Empower others to make or influence significant decisions.**
  - Build shared leadership structures and opportunities for job-embedded leadership training and development.
  - Capitalize on the leadership skills of others.
  - Constantly listen and synthesize what is heard, and learn from all sources.
- **Employ the skills to effectively manage change.**
  - Master skills associated with large-scale strategic planning processes and implementation of such plans.
  - Steer through the challenges associated with making improvements, both large and small.
- **Create and sustain a coherent instructional program (coordinated and consistent) with learning goals.**
- **Use the CPS Framework for Teaching to ground instructional guidance and coaching.**
  - Model ambitious goals for teaching and learning for all students, including priority groups.
  - Draw from the best available evidence to inform instructional improvement decisions.
- **Enable staff to focus and prioritize what matters most.**
  - Buffer staff from external distractions to the school's priorities and goals.
  - Limit school improvement goals to a few high leverage activities.
  - Prioritize teaching challenging content, engaging students in learning, rigor and ways to raise achievement.

## Evidence, Measures, and Standards

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

### Instructional Leadership Team:

Score

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

1 2 3 4

ILT effectiveness rubric score. Agendas and presentations to the staff led by the ILT. Three clear school improvement goals that have been the focus of nearly all professional development and collaboration throughout the year. We have had a consistent focus across all grade levels on teaching math through problem solving and teaching students to use math journals. ILT peer classroom observations focused on teaching math through problem solving. In lesson study process we transitioned to doing the lesson study work at grade level meetings so all teachers were included, and we moved to whole-school research lessons. Professional development plan developed by the ILT.

## Guide for Instructional Leadership Team

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

- All team members have equity of voice and are actively engaged in asking questions.
- Celebrate small wins and improvements.
- Regularly inform and engage stakeholders of key data and work of the ILT.
- **Build the capacity of teacher teams to lead cycles of learning and problem solving focused on student learning data and student work.**

## Evidence, Measures, and Standards

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

### Professional Learning:

Score

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

1 2 **3** 4

School's professional development plan. Lesson study during weekly grade level time. Individual peer observations and coaching are a recurring practice. REACH evidence of improvement of teacher practice. Modified the weekly schedule to expand the time given for teacher collaboration. Weekly communication of relevant professional development via principal weekly memo.

## Guide for Professional Learning

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

## Evidence, Measures, and Standards

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

#### Aligned Resources:

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

Score

1 2 **3** 4

School schedule is built using CPS instructional time/instructional block recommendations. CIWP evidences alignment of budget to school priorities and needs. Community-based organizations, e.g. Foster Grandparents, The Holding Circle, Rebuild, Joffrey Ballet, Merit School of Music, Mutu Dance Theater. School uses the STAR Teacher interview protocol (Haberman). Grade level teams demonstrate thoughtful formation of teams. Individual teacher goal-setting meetings with principal to foster growth and leadership.

#### 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                   | <a href="#">4a. Reflecting on Teaching &amp; Learning</a>  |
|  | <a href="#">4e. Demonstrating Professionalism</a>  |
| 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

4 of 4 complete

### Curriculum:

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

Score

1 2 **3** 4

Teachers are required to have pacing guides for math and reading posted in the classroom. 100% of teachers (with the exception of cluster teachers) use the pacing guides as a tool for planning instruction. During weekly grade level meetings teachers collaborate horizontally and vertically to plan units and lessons appropriately. In addition to grade level meetings, administrators conducted results meetings with 100% of teachers to examine formative data and determine mastery and pace of student learning. Common core focused lesson plans are aligned between diverse learner teachers and gen Ed teachers. Teachers make modifications and accommodations to give diverse learners access to grade level appropriate content. Primary teachers use Second Step for social emotional learning. All grade level teachers implement morning meetings. Each teacher is expected to take their class on a field based learning experience once per quarter. All grades with the exception of third and fourth took at least one field trip this year.

### Guide for Curriculum

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

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

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

## Evidence, Measures, and Standards

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

### Instructional Materials:

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

Score

1 2 3 4

Instructional materials, including technology, are aligned to common core state standards. 100% of Teachers have access to supplemental resources, which include use Khan academy, Stride, Unique Curriculum, Brain Pop, Reading A to Z, Scholastic Science and Social Studies Magazines, etc. There is a one to one ratio of technology to students in Third through Eighth grade including iPads, Google Chrome books and Laptops. All students participate in weekly technology classes. As part of the school wide problem of practice, 100% of students maintain math journal that are used to organize, analyze and synthesize weekly teaching through problem solving concepts. So that technology is an integral part of student learning, classrooms are equipped with smart boards, projectors and or document cameras.

## Guide for Instructional Materials

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

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

- Technology enhances students' higher order, creative thinking and problem solving.
- Materials connect subject area content to real life applications.
- **Include alternative pathways including choice of content, varied levels of support and challenge, and options for recruiting and sustaining interest and motivation – for engaging and learning.**
  - Students make choices about instructional materials as part of learning.
  - Materials address the needs of the total child: cognitive, linguistic, social, emotional, physical, and aesthetic.
  - Consumables are often non-print supplies that promote active, hands-on learning.

## Evidence, Measures, and Standards

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

98% of teachers at South Shore were rated proficient or distinguished for component 2b, creating a culture for learning. The ILT conducted classroom observation of math instruction to evaluate teacher implementation of the teaching through problem method. Data from the observations reveal that 86% of teachers supported students in persevering to solve math problems. 71% of students persevered and engaged in productive struggle. 100% of teachers presented students with an open-ended problem that the students did not yet know how to solve. Students could arrive at one or more solutions using their prior learning and using more than one approach for solving the problem. All teachers participated in four math research lessons to examine student work to identify and showcase the qualities of strategic thinking. 100% of the teachers use the network's pacing guide, which is aligned to common core standards with a heavy focus on citing textual evidence, to plan for literacy instruction. However, the school South Shore does not have a school wide problem of practice in the area of literacy yet.

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

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

Score

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

1 2 3 4

100% of eighth grade students participate in a summer transition program to prepare them for their first year of high school. 100% of middle school students are exposed to and participate in the "high school experience" such as, high school fairs and high school visits. Middle school students create Individual Learning Plans using the "What's Next" Illinois website, allowing them to monitor their grade and progress towards academic goals and explore career option.

Teachers and students are aware of college and career readiness NWEA goals. Teachers set growth goals with the whole class and engage individual students in goal setting around NWEA. Counselor guided each 8th grade student through the high school application and the registration process.

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

- **TRANSITIONS - Have structures and processes in place to ensure successful transitions (e.g. into school , grade to grade, school to school, school to post-secondary).**
  - Mitigate the adverse effects experienced by some students in transition – such as arriving part-way through the school year – that can cause students to fall behind or become disengaged from school.
  - Monitor the progress of English learners after transition from services.
  - Provide programs and interventions that help students as they move from middle school through Freshmen year, including but not limited to: High School Investigation Days, Freshmen Connection program (where budget allows), and a robust Freshmen Orientation program. Implement targeted holistic student supports the entire Freshmen year.
  - Provide sustained summer learning experiences to minimize learning loss and support key transition periods (e.g. summers before Kindergarten, HS, and college).
    - Use student data and best practices research to develop focused programs.
    - Expand access beyond students who are struggling academically.
    - Provide school counseling and postsecondary advising transition support and follow-up during "Summer Melt" and the first year of college.
  - **AWARENESS - Expose students early to academic/professional worlds beyond K-12.**
    - Provide students opportunities to discover personal talents and skills, identify career interests, and pursue coursework/activities necessary to reach personal, academic and career goals.
    - Expose students to a range of career paths and the educational requirements of each to improve long-term planning and goal-setting.
    - Start the conversation about college in primary grades.
    - Make parents aware of academic opportunities and supports for their child.
  - **READINESS – Ensure equitable access to college preparatory curriculum.**
    - Provide access to 8<sup>th</sup> Grade Algebra to all eligible 8<sup>th</sup> grade students.
    - Provide access to early college and career coursework and credential opportunities while in HS (e.g. AP credit, Dual credit, industry credentials (CTE), Seal of Biliteracy)
    - Teach students to analyze their transcripts and test scores, as well as connect course selection, attendance, and grades to their continued



success and access to postsecondary options, and adjust their actions and behavior to make progress toward graduation and their top postsecondary choice. Provide support and motivation to encourage B's or better and improving attendance.

- Create opportunities for students to explore college and career knowledge, mindsets, and skills necessary for academic planning and goal setting.
- Find opportunities to work with all students on academic and personal behaviors, including persistence, engagement, work habits/organization, communication/ collaboration, and self-regulation.
- In Naviance, develop an Individual Learning Plan that tracks coursework, college and career assessments, goal setting, 6th-12th grade milestones completion that culminates in a concrete postsecondary plan.
- **SUCCESS - Provide direct assistance to all students and families through every stage of the college selection, application, and entry process (Transition to College (HS))** including, but not limited to academic planning/advising to assist with:
  - Selecting colleges with the best institutional graduation rates for their level of qualifications. (Students of all qualification levels are more likely to graduate from college if they attend a postsecondary institution with high graduation rates)
  - Researching/comparing options including short and long-term financial outcomes, comparing college graduation rates, and other statistics to narrow down options.
  - Researching living wage options such as an apprenticeship or certification programs for students who wish to work after high school and/or want to delay college.
  - Applying to multiple colleges—generally three or more.
  - Navigating financial aid and capitalizing on grant and scholarship opportunities.

## Evidence, Measures, and Standards

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

Expectations for depth & breadth of Quality Teaching

3 of 3 complete

### Instruction:

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

Score

1 2 **3** 4

Teachers' ratings on reach Framework for Teaching in Domain 3 are largely in the proficient and distinguish range. Teachers assess clearly defined objectives using exit slips. Teacher share exit slip assessment results and engage in cycles of action research during grade level meetings.

By implementing lesson study as the school –wide problem of practice, teachers are able to engage in a form of long-term professional development in which teams of our teachers collaboratively plan, research, and study their math lesson instruction as a way to determine how students' best learn math.

As a result of teaching through problem solving, NWEA math attainment has increased from 20% to 31%, our math growth goals have increased from 54% to 60%. In addition, our 5 essential rating has increased from partially organized to moderately organized.

In addition, we also saw improved performance of teacher practice in reach Domain 3 results. Domain 3a-52% of teachers were rated distinguished, domain 3b, 55% of teachers were rated proficient, domain 3c, 76% of teachers were rated proficient, domain 3d, 72% of teachers were rated proficient, and in domain 3e, 69% of teachers were rated proficient.

Our overall SQRP rating has increased from a level 3 to a level 2-plus, an increase of 2 ratings.

## Guide for Instruction

- **Plan a range of effective pedagogical approaches suitable to student learning of the content/skills taught and anticipate student misconceptions.**
- **Effectively communicate with students.**
  - Guide students to articulate the relevance of the objective(s) to learning.

- Anticipate possible student misunderstanding.
- Enable students to develop a conceptual understanding of content while making connections to their interests, knowledge, and experience.
- Enable students to contribute to extending the content by explaining concepts to their classmates.
- Build on students' language development and understanding of content.
- Use vocabulary appropriately for students' ages and development. Students contribute to the correct use of academic vocabulary.
- **Use questioning and discussion as techniques to deepen student understanding and challenge.**
  - Use a variety of low- and high-level, open-ended, and developmentally appropriate questions to challenge students cognitively, advance high level thinking and discourse, and promote metacognition.
  - Use techniques that enable students to engage each other in authentic discussions about content. And, enable students to formulate their own questions and respectfully challenge one another using viable arguments based on evidence.
  - Encourage student responsibility for ensuring all voices are heard in the discourse and that all students are listening and responding to questions and answers from their teacher and peers.
  - Require students to cite textual evidence to support/develop a claim.
- **Engage students in learning.**
  - Scaffold instruction to ensure all students, including diverse learners and English Learners, access complex texts and engage in complex tasks.
  - Provide targeted supports to individual students or groups of students based on their identified needs.
  - Provide instruction designed to develop language domains for English learners.
- **Monitor the effect of teaching on student learning and integrate formative assessment into instruction.**
  - Monitor progress and check for understanding for individual students.
  - Change instructional practice based on analysis of current data.
  - Use universally designed assessments that allow for multiple pathways for students to demonstrate understanding of the objective(s).
  - Also see *Balanced Assessment*.
- **Persist in adjusting instruction so individual student misunderstandings or advanced needs are successfully accommodated.**
  - Intervene in a timely and effective way to help students who are struggling.
  - When formative assessments show a need for intervention or enrichment, make effective impromptu adjustments that individualize instruction.
  - Use progress monitoring data to trace effectiveness of interventions and student response to intervention.

## Evidence, Measures, and Standards

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

The schools MTSS outlines triggers for entry into MTSS, interventions and schedules for reassessment of student progress. Triggers include but, are not limited to district wide assessment data, grades, and attendance.

Tier 1: Focus on the implementation of the common core state standards and differentiation instruction in core subjects.

Tier 2: Interventions include small group instruction, small group tutoring, one on one tutoring, online resources, after-school and Saturday tutoring.

The school utilizes the following for Tier 3 interventions: Tutor for kindergarten (improving literacy skills), Reading in motion, and Saturday Academy.

Approximately 25 students have Personal Learning Plans requiring school year supports as described in Elementary School Promotion Policy (Board Report 09-1028-PO2).

### 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                           | <ul style="list-style-type: none"> <li>✓ Evidence of multi-tiered system of supports (e.g. progress monitoring data, menu of available interventions in use, teacher team protocols in use)</li> <li>✓ Evidence of Personal Learning Plan (PLP) implementation</li> <li>✓ Integrated data system that informs instructional choices</li> <li>✓ Flexible learning environments</li> <li>✓ Use of student learning plans</li> <li>✓ Use of competency-based assessments</li> <li>✓ Use of personalized learning rubric</li> <li>✓ Evidence of On Track monitoring and supports</li> </ul> |
| Measures                                     | <ul style="list-style-type: none"> <li>✓ SQRP Attainment and Growth</li> <li>✓ Attendance Rates</li> <li>✓ Course success rates (e.g. grade distributions, pass/failure rates)</li> </ul>   |
| Five Essentials                              | <ul style="list-style-type: none"> <li>Ambitious Instruction</li> <li>Collaborative Teachers</li> <li>Supportive Environment</li> </ul>   |
| CPS Framework for Teaching                   | <ul style="list-style-type: none"> <li><a href="#">1a. Demonstrating knowledge of content and pedagogy</a></li> <li><a href="#">1b. Demonstrating Knowledge of Students</a></li> <li><a href="#">1d. Designing Coherent Instruction</a></li> <li><a href="#">2d. Managing Student Behavior</a></li> <li><a href="#">3d. Using Assessment in Instruction</a></li> <li><a href="#">3e. Demonstrating Flexibility and Responsiveness</a></li> <li><a href="#">4b. Maintaining Accurate Records</a></li> </ul>  |
| 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

100% of classroom teachers create Summative assessments every 5 weeks. Teachers use a variety of resources including Stride Academy, and the Item Bank (questions aligned to PARCC). Teachers in grades K-2 utilize TRC/Dibles data to progress monitor and to differentiate instruction. Teachers in grades 3-8 utilize classroom assessment data , NWEA data ( learning continuum) to identify specific gaps in student achievement. Assessments are provided to all Diverse Learner teachers in advance to ensure that they are modified in accordance with student IEP's. In addition, during weekly grade level meetings teachers collaborate to create common math and literacy assessments.

Principal shares school performance data during parent meetings and through written correspondence such as student progress reports, report cards, and parent portal. To ensure a consistent and fair grading system all teachers utilize the network 12 grading scale when reporting classroom learning progress and achievement.

## 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                   | <a href="#">1c. Selecting Learning Objectives</a>  |
|  | <a href="#">1e. Designing Student Assessment</a>   |
|  | <a href="#">3d. Using Assessment in Instruction</a>  |
|  | <a href="#">4a. Reflecting on Teaching &amp; Learning</a>                                      |
| CPS Performance Standards for School Leaders | <a href="#">4b. Maintaining Accurate Records</a>   |
|  | B1. Implements Curricular Scope and Sequence and Reviews Instructional Practices               |

**Culture for Learning:**

Score

1 2 **3** 4

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.

South Shore Fine Arts Academy holds two award assemblies a school year where students are recognized for academic achievement, attendance, and behavior (good citizens award). Each school year, South Shore Fine Arts Academy hosts an Annual PBIS kick-off to establish and reinforce positive behavior at school. By establishing a Culture & Climate Team, the school has created a healthy psychological climate that promotes learning in a respectful, safe, responsible atmosphere. P.B.I.S. implemented with fidelity encourages and rewards positive student behavior (whole class and individual incentives). 97% of teacher observations scored in the proficient or distinguished category for reach component 2b, Establishing a Culture for Learning. According to the Five Essential results, students indicate that their teacher expects them to work hard and 96% reported that their teacher expects them to do their best at all times.

**Guide for Culture for Learning**

- **Create a culture that reflects a shared belief in the importance of learning and hard work.**
  - Use strategies to reinforce and cultivate student curiosity.
  - Make learning goals relevant to students, and inspire students to stay committed to their learning goals.
  - Consistently communicate the expectation that all students can achieve at high levels.
  - Utilize strategies to encourage daily and timely attendance.
- **Convey high learning expectations for all students and develop structures that enable practice and perseverance for each individual student.**
  - Clearly display school-wide expectations for academic and personal success throughout the building.
  - Set high expectations according to grade-appropriate learning objectives.
  - Differentiate expectations so all students stretch to not only meet but exceed personal learning goals.
  - Recognize high levels of student achievement. All students receive recognition.
  - Encourage student resilience and hard work.
  - Ensure students feel safe to share misunderstandings and struggles.
- **Encourage students to take ownership and pride in their work where students assume responsibility for high-quality work by persevering, initiating improvements, addressing critiques, making revisions, adding detail and/or helping peers.**
  - Students self-assess (e.g. checking own work before giving to teacher) to develop a reflective habit of mind essential for improvement. This ensures students take responsibility for their own learning, focuses attention on criteria for success, and increases effort and persistence.
- **Provide students frequent, informative feedback.**
  - Tell/show students what they have done well (through positive reinforcement) and what they need to do to improve, including clarifying criteria and goals.
  - Give feedback on the task, the processes used to complete the task, and on the student's ability to self-regulate their own learning.
- **Develop academic mindsets and behaviors.**
  - Teach a growth mindset that over time with effort and practice, students can learn and succeed.
  - Encourage students' sense of belonging to the school and classroom community (see Relational Trust).
  - Employ strategies including ongoing monitoring and support of students' academic behaviors.
  - Praise effort and process. For example, “Good job, that must have taken a lot of effort” instead of, “Good job. You must be really smart.”

**Evidence, Measures, and Standards**

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

**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.

1 2 3 4

100% of teacher observations scored in the proficient or distinguished category for reach component 2a, Creating an Environment of Respect and Rapport. According to the five essentials, in the sub-categories of safety and student teacher trust within the category of supportive environment, students rated SSFAA below average. The school conducted Internal surveys to determine the specific reasons for such a low rating and the results indicated that the farther students were away from the classroom, the less safe they felt. As result of our findings, 100% of classrooms use class meetings, social emotional instruction, and restorative justice to build a more supportive culture and climate that connects children to their teacher, other students, and to their school. 86% of teachers reported on the Five Essentials that they trust each other and 96% reported that they feel respected by other teachers (peers).

According to the Five Essentials, 96% of teachers reported that they trust the principal at her word and 93% of teachers reported that they feel respected by the principal.

**Guide for Relational Trust**

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

**Evidence, Measures, and Standards**

| EVIDENCE, MEASURES, AND STANDARDS            |  |
|--|--|
| Suggested Evidence                           | <ul style="list-style-type: none"> <li>✓ Five Essentials/My Voice, My School Survey</li> <li>✓ School Climate Standards Self-Assessment</li> </ul>   |
| Measures                                     | <ul style="list-style-type: none"> <li>✓ Five Essentials</li> </ul>  |
| Five Essentials                              | <ul style="list-style-type: none"> <li>Collaborative Teachers</li> <li>Supportive Environment</li> </ul>   |
| CPS Framework for Teaching                   | <ul style="list-style-type: none"> <li><a href="#">1b. Demonstrating Knowledge of Students</a></li> <li><a href="#">2a. Creating an Environment of Respect and Rapport</a></li> </ul>  |
| CPS Performance Standards for School Leaders | <ul style="list-style-type: none"> <li>D2. Creates, develops and sustains relationships that result in active student engagement in the learning process</li> <li>E1. Creates a Culturally Responsiveness Climate</li> </ul> |

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

Score

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.

1 2 3 4

Students have opportunities for authentic student leadership and student voice through a variety of programs and initiatives, such as, Future Founders, S.T.E.A.M, Girls Group, Girl Scouts, and a variety of performing arts. Middle school students create Individual Learning Plans using the What's Next Illinois website, allowing them to monitor their grades and progress towards academic goals. On several occasions throughout the year, recent grads are invited back to share their experiences in high school. The school makes a commitment to provide instruction necessary for every student to be prepared to meet grade level standards, every year in every classroom through the use of the CCSS. Parents/students receive reports at the beginning, middle, and end of year that outline student assessment scores, the current goal for the assessment, whether or not students are meeting the goal, and details about what the assessment asks students to be able to do.

For the 2015-2016 My Voice My School Survey, 89% of students in grades 6-8 completed the survey and 76% of teachers.

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

### Students...

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

## Evidence, Measures, and Standards

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

Through the use of PBIS, the school has established the "South Shore Way," Be Safe, Be Respectful, and Be Responsible. By teaching behavioral expectations in the same manner as any core curriculum subject, PBIS' proactive approach is used to establish and reinforce the behavioral supports and positive interactions between adults and students and among students. As a result, every student is connected to a caring adult within the school community. My School, My Voice survey results show that an overwhelming majority of parents feel that the school environment is welcoming. Parent volunteers participate in a number of activities during and after the school day.

All teachers, 100%, create and execute a classroom management/behavior plan.

In an effort to promote and enforce the South Shore Way, the school has a dean of students and two security guards.

The SSFAA has established a Culture and Climate Team that meets Bi-weekly to follow up on safety concerns and develop practices to address these concerns.

### Guide for Safety & Order

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

### Evidence, Measures, and Standards

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

### Restorative Approaches to Discipline:

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



Restorative Justice has been put in place to manage severe conflicts in the school that disrupt the learning environment. Through class meetings and restorative justice peace circles, students come to understand what happened and how it impacted all involved and to repair any damage done. SSFAA has established a Restorative Justice Team that meets Bi-weekly to follow up and follow through on any restorative justice recommendations and to over see the Restorative justice practice.

In additions, 16% of teacher observations were rated distinguished, 79% proficient, and 5 % were basic in managing student behavior.

According to the student misconduct report, 12% of students were recorded has having a misconduct recorded this year.

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

### Parent Partnership:

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

### Score

1 2 3 4

Parents surveys report that parents perceive the school environment as safe and welcoming. Majority of parents did not perceive bullying as a problem at school on the last My School, My Voice survey. Parent volunteers participate in a number of activities during and after the school day. As a result of our partnership with parents, parents are members of our Culture and Climate team and our Restorative Justice committee.

SSFAA host family literacy workshops, student performances, new student orientation, curriculum night, and PBIS Field Day. In addition, the school has an active LSC and PAC.

The school actively communicates with parents through Principals weekly robo-calls, emails, and parent portal.

Parents/students receive reports at the beginning, middle, and end of year that outline student assessment scores, the current goal for the assessment, whether or not students are meeting the goal, and details about what the assessment asks students to be able to do.

## 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                   | <a href="#">2c. Managing Classroom Procedures</a><br><a href="#">4c. Communicating with Families</a>                                |
| CPS Performance Standards for School Leaders | D1. Engages Families  |

School Excellence Framework Priorities

| Score | Framework dimension and category   | Area of focus $\emptyset$ = Not of focus |
|-------|--|--|
| 2     | Expectations for depth & breadth of Quality Teaching: Multi-Tiered System of Support                     | 1 2 3 4 5 $\emptyset$                    |
| 2     | Expectations for depth & breadth of Student Learning: Transitions, College & Career Access & Persistence | 1 2 3 4 5 $\emptyset$                    |
| 3     | Culture of & Structure for Continuous Improvement: Aligned Resources                                     | 1 2 3 4 5 $\emptyset$                    |
| 3     | Culture of & Structure for Continuous Improvement: Leadership & Collective Responsibility                | 1 2 3 4 5 $\emptyset$                    |
| 3     | Culture of & Structure for Continuous Improvement: Professional Learning                                 | 1 2 3 4 5 $\emptyset$                    |
| 3     | Expectations for depth & breadth of Quality Teaching: Balanced Assessment & Grading                      | 1 2 3 4 5 $\emptyset$                    |
| 3     | Expectations for depth & breadth of Quality Teaching: Instruction  | 1 2 3 4 5 $\emptyset$                    |
| 3     | Expectations for depth & breadth of Student Learning: Curriculum   | 1 2 3 4 5 $\emptyset$                    |
| 3     | Expectations for depth & breadth of Student Learning: Instructional Materials                            | 1 2 3 4 5 $\emptyset$                    |
| 3     | Expectations for depth & breadth of Student Learning: Rigorous Student Tasks                             | 1 2 3 4 5 $\emptyset$                    |
| 3     | Expectations for Quality & Character of School Life: Culture for Learning                                | 1 2 3 4 5 $\emptyset$                    |
| 3     | Expectations for Quality & Character of School Life: Restorative Approaches to Discipline                | 1 2 3 4 5 $\emptyset$                    |
| 4     | Culture of & Structure for Continuous Improvement: Instructional Leadership Team                         | 1 2 3 4 5 $\emptyset$                    |
| 4     | Expectations for Quality & Character of School Life: Parent Partnership                                  | 1 2 3 4 5 $\emptyset$                    |
| 4     | Expectations for Quality & Character of School Life: Relational Trust                                    | 1 2 3 4 5 $\emptyset$                    |
| 4     | Expectations for Quality & Character of School Life: Safety & Order                                      | 1 2 3 4 5 $\emptyset$                    |
| 4     | Expectations for Quality & Character of School Life: Student Voice, Engagement, & Civic Life             | 1 2 3 4 5 $\emptyset$                    |

Goals

Required metrics (Elementary)

13 of 18 complete

|  | 2014-2015<br>Actual | 2015-2016<br>Actual | 2016-2017<br>Goal | 2017-2018<br>Goal |
|--|---------------------|---------------------|-------------------|-------------------|
| <b>National School Growth Percentile - Reading</b>   |                     |                     |                   |                   |
| Through professional development, teachers are developing a deeper understanding of the shifts and requirements of the Common Core State Standards and best instructional practices. | 45.00               | 64.00               | 70.00             | 75.00             |

**National School Growth Percentile - Math**

|  |       |       |       |       |
|--|-------|-------|-------|-------|
| Our school-wide focus for the past two years has been on developing and deepening our understanding of the Common Core Standards and best instructional practices. | 27.00 | 61.00 | 70.00 | 75.00 |
|--|-------|-------|-------|-------|

**% of Students Meeting/Exceeding National Ave Growth Norms**

|  |       |         |       |       |
|--|-------|---------|-------|-------|
| Through professional development, teachers are developing a deeper understanding of the shifts and requirements of the Common Core State Standards and best instructional practices. | 53.00 | (Blank) | 60.00 | 65.00 |
|--|-------|---------|-------|-------|

**African-American Growth Percentile - Reading**

|  |       |       |       |       |
|--|-------|-------|-------|-------|
| Through professional development, teachers are developing a deeper understanding of the shifts and requirements of the Common Core State Standards and best instructional practices. | 48.00 | 62.00 | 70.00 | 75.00 |
|--|-------|-------|-------|-------|

**Hispanic Growth Percentile - Reading**

|     |         |         |         |         |
|-----|---------|---------|---------|---------|
| N/A | (Blank) | (Blank) | (Blank) | (Blank) |
|-----|---------|---------|---------|---------|

**English Learner Growth Percentile - Reading**

|     |         |         |         |         |
|-----|---------|---------|---------|---------|
| N/A | (Blank) | (Blank) | (Blank) | (Blank) |
|-----|---------|---------|---------|---------|

**Diverse Learner Growth Percentile - Reading**

|  |      |      |       |       |
|--|------|------|-------|-------|
| Through professional development, our diverse learner teachers are developing a deeper understanding of the shifts and requirements of the Common Core State Standards and best instructional practices. | 5.00 | 1.00 | 10.00 | 20.00 |
|--|------|------|-------|-------|

**African-American Growth Percentile - Math**

|  |       |       |       |       |
|--|-------|-------|-------|-------|
| Through professional development, teachers are developing a deeper understanding of the shifts and requirements of the Common Core State Standards and best instructional practices. | 26.00 | 63.00 | 70.00 | 75.00 |
|--|-------|-------|-------|-------|

**Hispanic Growth Percentile - Math**

|     |         |         |         |         |
|-----|---------|---------|---------|---------|
| N/A | (Blank) | (Blank) | (Blank) | (Blank) |
|-----|---------|---------|---------|---------|

**English Learner Growth Percentile - Math**

|     |         |         |         |         |
|-----|---------|---------|---------|---------|
| N/A | (Blank) | (Blank) | (Blank) | (Blank) |
|-----|---------|---------|---------|---------|

**Diverse Learner Growth Percentile - Math**

|   |      |       |       |       |
|---|------|-------|-------|-------|
| We believe that the data from last year is not reliable in some grade levels due to testing irregularities. However, through professional development, our diverse learner teachers are developing a deeper understanding of the shifts and requirements of the Common Core State Standards and best instructional practices. | 1.00 | 85.00 | 60.00 | 65.00 |
|---|------|-------|-------|-------|

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

|  |       |       |       |       |
|--|-------|-------|-------|-------|
| Through professional development, teachers are developing a deeper understanding of the shifts and requirements of the Common Core State Standards and best instructional practices. | 13.00 | 24.00 | 40.00 | 50.00 |
|--|-------|-------|-------|-------|

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

|  |      |       |       |       |
|--|------|-------|-------|-------|
| Through professional development, teachers are developing a deeper understanding of the shifts and requirements of the Common Core State Standards and best instructional practices. In past years, our growth in this area has been in the double digits, approximately 10 percentile points. We expect similar growth over each of the next two years. | 8.00 | 22.00 | 40.00 | 50.00 |
|--|------|-------|-------|-------|

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

Through professional development, our diverse learner teachers are developing a deeper understanding of the shifts and requirements of the Common Core State Standards and best instructional practices. In past years, our growth in this area has been in the range of 5 to 8 percentile points. We expect similar growth over each of the next two years.

5.00

13.00

20.00

30.00

**National School Attainment Percentile - Math (Grade 2)**

Through professional development, teachers are developing a deeper understanding of the shifts and requirements of the Common Core State Standards and best instructional practices. In past years, our growth in this area has been in the double digits, in the range of 10 percentile points. We expect similar growth over each of the next two years.

6.00

20.00

30.00

40.00

**% of Students Making Sufficient Annual Progress on ACCESS**

N/A

(Blank)

(Blank)

(Blank)

(Blank)

**Average Daily Attendance Rate**

The school has developed several successful initiatives to promote student attendance. Last year we increased 1.7 percentage points from 93.3% to 95.0%. We will maintain what's working and continue developing new strategies for incremental growth in this measure.

93.40

95.40

96.00

96.00

**My Voice, My School 5 Essentials Survey**

Organized

(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...

teaching math through problem solving including using math journals and student to student discourse

students constructing viable arguments and critiquing the reasoning of others

raising our national school growth percentile on MAP math assessments to the 70th percentile.

Tags:

Math, Professional Learning, Professional development, Math curriculum, Math practice standard

Area(s) of focus:

1

**Action step**

**Responsible**

**Timeframe**

**Evidence for status**

**Status**

Each vertical grade level teacher team will collaboratively plan and implement at least one research unit/lesson.

Grade level teacher teams.

Sep 6, 2016 to Jun 16, 2017

Action steps not yet started.

Not started

100% of math teachers will participate in school-based professional development focused on teaching through problem solving and learn the school-wide expectations for implementation.

ILT

Sep 6, 2016 to May 31, 2017

Action steps not yet started.

Not started

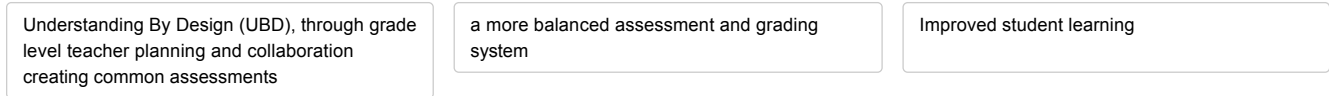
|  |                    |                             |                               |             |
|--|--------------------|-----------------------------|-------------------------------|-------------|
| Math teachers will teach through problem solving at least twice per week and use journals for student work and to support students to construct viable arguments and critique the reasoning of others. | All math teachers. | Sep 6, 2016 to May 31, 2017 | Action steps not yet started. | Not started |
| ILT members will develop a protocol for collegial observations and data collection and be provided coverage to observe and support teachers in implementation of the school-wide math plan.            | ILT                | Sep 6, 2016 to May 31, 2017 | Action step not yet started.  | Not started |
| Knowledgeable others from the Lesson Study Alliance will partner with the staff for research lessons.  | Administration     | Sep 6, 2016 to May 31, 2017 | Action step not yet started.  | Not started |
| Select teachers will attend Lesson Study Spring Conference.  | Administration     | Sep 6, 2016 to May 31, 2017 | Action step not yet started.  | Not started |

## Strategy 2

If we do...

...then we see...

...which leads to...



Tags:

Assessment, Planning, Balanced grading and assessment, Student learning, Grade level teams

Area(s) of focus:

| Action step  | Responsible                       | Timeframe                   | Evidence for status           | Status      |
|--|-----------------------------------|-----------------------------|-------------------------------|-------------|
| 100% of teachers will attend school based professional development focused on using UBD to plan instruction and assessments. | Administration, UBD Team          | Jul 1, 2016 to Aug 31, 2016 | Not yet started               | Not started |
| The UBD team will attend professional development provided by the network.   | Administration, UBD Team          | Oct 1, 2015 to Jan 31, 2016 | Workshops have been Completed | Completed   |
| Implement a grade level meeting protocol that requires teachers to collaboratively design score/assessments.                 | Administration, Grade Level Teams | Sep 1, 2016 to Jun 1, 2017  | Not yet started               | Not started |

|  |                                   |                            |                 |             |
|--|-----------------------------------|----------------------------|-----------------|-------------|
| Conduct five week results meetings to analyze assessment results, monitor teacher progress and offer differentiated supports in assessment design.   | Administration                    | Oct 1, 2016 to Jun 1, 2017 | Not yet started | Not started |
| Provide on-going school based professional development using UBD to create assessments that reflect the key shifts in literacy and mathematics in teacher created or selected assessments. | Administration, Grade Level Teams | Sep 1, 2016 to Jun 1, 2017 | Not yet started | Not started |

### Strategy 3

If we do...

...then we see...

...which leads to...

|   |   |   |
|---|---|---|
| Restorative practices in response to incidents of misbehavior | students are more connected to the school, the teachers and their peers | a positive culture and climate, less disruptive behavior and an increase in student learning. |
|---|---|---|

Tags:

Restorative approaches, Restorative justice, Student engagement, Culture and climate, Restorative practices

Area(s) of focus:

3

| Action step  | Responsible                          | Timeframe                    | Evidence for status | Status      |
|--|--------------------------------------|------------------------------|---------------------|-------------|
| All faculty and staff will receive training in restorative practices.  | Administration and dean of students. | Aug 29, 2016 to Oct 31, 2016 | Not yet started     | Not started |
| Teachers will receive training and ongoing support in using classroom meetings to build a positive culture and provide a venue for restorative talking circles when needed.  | Administration and dean of students. | Aug 29, 2016 to May 31, 2017 | Not yet started     | Not started |
| The school will track individual cases of misbehavior resulting in suspension (in or out of school). Those cases will be followed to ensure that a restorative process was implemented and followed to resolution, resulting in repair of the damage to the individual, class or school community. | Administration and dean of students. | Sep 6, 2016 to Jun 16, 2017  | Not yet started     | Not started |

### Action Plan

| District priority and action step   | Responsible                | Start       | End          | Status      |
|---|----------------------------|-------------|--------------|-------------|
| + Each vertical grade level teacher team will collaboratively plan and implement at least one research unit/lesson.<br>Tags: Math, Professional Learning, Professional development, Math curriculum, Math practice standard | Grade level teacher teams. | Sep 6, 2016 | Jun 16, 2017 | Not started |

| District priority and action step   | Responsible                          | Start        | End          | Status      |
|---|--------------------------------------|--------------|--------------|-------------|
| <p>✦ 100% of math teachers will participate in school-based professional development focused on teaching through problem solving and learn the school-wide expectations for implementation.<br/>Tags: Math, Professional Learning, Professional development, Math curriculum, Math practice standard</p>  | ILT                                  | Sep 6, 2016  | May 31, 2017 | Not started |
| <p>✦ Math teachers will teach through problem solving at least twice per week and use journals for student work and to support students to construct viable arguments and critique the reasoning of others.<br/>Tags: Math, Professional Learning, Professional development, Math curriculum, Math practice standard</p>  | All math teachers.                   | Sep 6, 2016  | May 31, 2017 | Not started |
| <p>✦ ILT members will develop a protocol for collegial observations and data collection and be provided coverage to observe and support teachers in implementation of the school-wide math plan.<br/>Tags: Math, Professional Learning, Professional development, Math curriculum, Math practice standard</p>   | ILT                                  | Sep 6, 2016  | May 31, 2017 | Not started |
| <p>✦ Knowledgeable others from the Lesson Study Alliance will partner with the staff for research lessons.<br/>Tags: Math, Professional Learning, Professional development, Math curriculum, Math practice standard</p>   | Administration                       | Sep 6, 2016  | May 31, 2017 | Not started |
| <p>✦ Select teachers will attend Lesson Study Spring Conference.<br/>Tags: Math, Professional Learning, Professional development, Math curriculum, Math practice standard</p>   | Administration                       | Sep 6, 2016  | May 31, 2017 | Not started |
| <p>✦ 100% of teachers will attend school based professional development focused on using UBD to plan instruction and assessments.<br/>Tags: Assessment, Planning, Balanced grading and assessment, Student learning, Grade level teams</p>  | Administration, UBD Team             | Jul 1, 2016  | Aug 31, 2016 | Not started |
| <p>✦ The UBD team will attend professional development provided by the network.<br/>Tags: Assessment, Planning, Balanced grading and assessment, Student learning, Grade level teams</p>  | Administration, UBD Team             | Oct 1, 2015  | Jan 31, 2016 | Completed   |
| <p>✦ Implement a grade level meeting protocol that requires teachers to collaboratively design score/assessments.<br/>Tags: Assessment, Planning, Balanced grading and assessment, Student learning, Grade level teams</p>  | Administration, Grade Level Teams    | Sep 1, 2016  | Jun 1, 2017  | Not started |
| <p>✦ Conduct five week results meetings to analyze assessment results, monitor teacher progress and offer differentiated supports in assessment design.<br/>Tags: Assessment, Planning, Balanced grading and assessment, Student learning, Grade level teams</p>  | Administration                       | Oct 1, 2016  | Jun 1, 2017  | Not started |
| <p>✦ Provide on-going school based professional development using UBD to create assessments that reflect the key shifts in literacy and mathematics in teacher created or selected assessments.<br/>Tags: Assessment, Planning, Balanced grading and assessment, Student learning, Grade level teams</p>  | Administration, Grade Level Teams    | Sep 1, 2016  | Jun 1, 2017  | Not started |
| <p>✦ All faculty and staff will receive training in restorative practices.<br/>Tags: Restorative approaches, Restorative justice, Student engagement, Culture and climate, Restorative practices</p>  | Administration and dean of students. | Aug 29, 2016 | Oct 31, 2016 | Not started |
| <p>✦ Teachers will receive training and ongoing support in using classroom meetings to build a positive culture and provide a venue for restorative talking circles when needed.<br/>Tags: Restorative approaches, Restorative justice, Student engagement, Culture and climate, Restorative practices</p>  | Administration and dean of students. | Aug 29, 2016 | May 31, 2017 | Not started |
| <p>✦ The school will track individual cases of misbehavior resulting in suspension (in or out of school). Those cases will be followed to ensure that a restorative process was implemented and followed to resolution, resulting in repair of the damage to the individual, class or school community.<br/>Tags: Restorative approaches, Restorative justice, Student engagement, Culture and climate, Restorative practices</p> | Administration and dean of students. | Sep 6, 2016  | Jun 16, 2017 | Not started |

#### Fund Compliance

### Supplemental General State Aid(SGSA)

My school receives SGSA funds

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



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

## NCLB Program

### NCLB Schoolwide Program

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

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

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

Non-title school that does not receive any Title funds

## Parent Involvement in Targeted Assistance and Schoolwide Programs

I verify that the statement below is correct

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

### Parent Plan

#### 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.

Parents will be invited to attend monthly PAC (Parent Advisory Council) meetings and will have an opportunity to have input into the development of and periodic review of the NCLB, Title I school parental involvement plan and policy.

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

The school will hold its Annual Title I PAC meeting and PAC Organization meeting on October 13, 2016 where parents will be informed of the school's participation in NCLB, Title I programs, and their right to be involved in Title I programs. The PAC will host monthly meetings at the school and invite all parents to attend. Flyers will be sent home to inform parents of meetings at least a week in advance. Flyers and agendas will be posted at the schools main entrance in advance of the meetings. The principal will also include notification during weekly robo calls.

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.

The school will host Open House/Curriculum Night in September will parents will get information regarding the curriculum and assessment tools. Parents will receive letters at the beginning, middle, and end of year outlining students progress on a variety of assessments. Parents will receive information about the school's Title I program at the annual meeting and at monthly PAC meetings.

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.

School administration will attend monthly PAC meetings where parents will have the opportunity to formulate suggestions and participate in decisions about the education of their children. School administration's attendance at the meetings will enable them to give immediate feedback or to respond at subsequent meetings to any such suggestions.

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.

The school will send home individual NWEA and PARCC student performance reports as soon as they are available in early fall. Parents may also request this information from their child's teacher or administration.

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

The school will send home letters informing parents when at any time their child is taught by a teacher who is not qualified for four weeks.

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.

The school will host Open House/Curriculum Night in September will parents will get information regarding the curriculum and assessment tools, including state assessments. Parents will receive letters at the beginning, middle, and end of year outlining students progress on a variety of interim assessments. The school will host parent workshops to help inform parents on how to best support their children at home.

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.

The school will host grade level parent workshops to help inform parents on how to best support their children 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.

School staff development will include effective communication with parents to impact student achievement. The school staff will host Open House/Curriculum Night in September as well as parent workshops to help inform parents on how to best support their children at home. Teachers will use various internet-based programs to communicate with parents, such as, Class Dojo and Parent Portal.

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.

Pre-K and Kindergarten teachers and parents will participate fully in Open House/Curriculum Night and parent workshops throughout the school year. Pre-K and Kindergarten parents will be informed of their children's progress on early literacy assessments and communication on how to best support their early readers at home.

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 will send home flyers related to school events and parent programs and meetings in multiple languages if necessary. The school will also use robo-call system and website to get information to parents pertaining to programs in meetings. Robo-calls and website information will be provided in multiple languages if necessary.

#### 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

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.)

South Shore Fine Arts Academy's mission is to prepare every student for success in high school and beyond by providing a standards based, vertically aligned, well integrated, and engaging curriculum tailored to meet all students' needs, including students with special needs. By aligning curriculum to State Standards and implementing RTI systems, the school will provide high quality curriculum in a supportive environment.

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.

The school will hold parent-teacher conferences twice a year where teachers and parents will review report cards and assessment results together. The first parent-teacher conference will be in mid November and the second in April.

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

Parents will receive quarterly report cards, 5-week progress reports, and assessment summaries three times a year. The reports will be sent home with students and will require parent signatures.

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

Staff will be available for parent conferences every morning from 7:50-8:15. Parents may go to the main office to request an appointment with teacher or administrative staff. Parents may also contact teachers via the CPS email to schedule appointments.

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 may request to observe their child's class at any time. Parents will be encouraged to volunteer for field trips, curriculum nights, fund raisers, and other school events. Parents will be encouraged to complete CPS' Parent Volunteer Application.

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

Parents will support their children's learning by making sure that their child is at school everyday on time, assisting their child with homework, attending parent meetings and workshops, and meeting with school staff as needed.

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

Parents will consult with the school during PAC and LSC meetings, at parent-teacher conferences, during as needed appointments, and through parent surveys.

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).

Students will assure their own academic achievement by being at school each day prepared to work and being safe, respectful and responsible.

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.

The goal is to provide parents and teachers the best tools and development opportunities to work together to increase student achievement.

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

| Account(s)      | Description   | Allocation  |
|-----------------|---|-------------|
| 51130,<br>52130 | <b>Teacher Presenter/ESP Extended Day</b><br>For Teacher presenter, ESP Extended Day, please remember to put money on the benefits line. Non-Instructional pay rate applies.                            | \$ 0 .00    |
| 53405           | <b>Supplies</b><br>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. | \$ 1000 .00 |
| 53205           | <b>Refreshments</b><br>Allocation CAN NOT EXCEED 25% of the Parent Budget. Refreshments must be used for Title 1 PAC meetings, trainings and workshops.   | \$ 600 .00  |

|       |  |    |      |     |
|-------|--|----|------|-----|
| 54125 | <b>Consultants</b><br>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)  | \$ | 1011 | .00 |
| 54505 | <b>Admission and Registration Fees, Subscriptions and memberships</b><br>For Parents use only.   | \$ | 0    | .00 |
| 54205 | <b>Travel</b><br>Buses for Parents use. Overnight Conference travel- schools must follow the CPS Tracel Policy. The CPS Parent Overnight Travel Approval Form and Conference Travel Form must be completed.  | \$ | 0    | .00 |
| 54565 | <b>Reimbursements</b><br>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 | <b>Postage</b><br>Must be used for parent involvement programs only.   | \$ | 0    | .00 |
| 53306 | <b>Software</b><br>Must be educational and for parent use only.  | \$ | 0    | .00 |
| 55005 | <b>Furniture and Equipment</b><br>Must have a parent room or a secure place to keep furniture/equipment. Cannot be placed in the main office or where staff and students have access too. To be used only by parents.                                      | \$ | 0    | .00 |