



Alexander Hamilton Elementary School / Plan summary

## 2018-2020 plan summary

### Team

Name	Role	Email	Access
Meghan Brewer	Assistant Principal	mkbrewer@cps.edu	Has access
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### Team meetings

Date	Participants	Topic
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03/01/2017	Meghan, Amy, Kerrie, Heather	SEF
03/06/2018	Meghan, Amy, Kerrie, heather, Katie, Steve, Paige	SEF
03/13/2018	Meghan, Amy, Kerrie, heather, Katie, Steve, Paige	SEF
03/13/2018	Leonard, Marc, Carl, Meghan, Amy, Kerrie, heather, Katie, Steve, Paige,	SEF
03/20/2018	Leonard, Marc, Carl, Meghan, Amy, Kerrie, heather, Katie, Steve, Paige,	Priorities
04/03/2018	Meghan, Amy, Kerrie, heather, Katie, Steve, Paige	Goal Setting pre work
04/10/2018	Leonard, Marc, Carl, David, Meghan, Amy, Kerrie, heather, Katie, Steve, Paige,	Goal Setting

## School Excellence Framework

### Culture of & Structure for Continuous Improvement

4 of 4 complete

#### Leadership & Collective Responsibility:

Score

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

1 2 3 4

Average to weak in the 5 essentials, Average to weak in Reach Ratings. These have been a shift in school-wide expectations and focusing on developing all students. However, we identified practices of collective responsibility and prioritizing what matters most are occasionally and in pockets in the building.

### 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.
  - Use the Multi-Tiered System of Support framework as a standard for how to distribute leadership and make significant decisions both academically and social-emotionally.
- **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:

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

Score

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The ILT leads school improvement in teaching and learning through the effective use of professional development, collaboration and the implementation of sound instructional practices. The ILT meets on a weekly basis to analyze school-wide data and use research support their decision-making in determining improvement strategies. The ILT starts with school-wide data trends to identify further areas to investigate and gather data around, they further analyze uncovered information around the instructional core to determine the school's next edge of growth and then strategically plan school-wide learning and progress-monitoring. This is evidenced by our ILT agendas, work products to include instructional rounds data, atlas protocols to analyze school-wide data, and our annotated bibliography on instructional practices research.

### 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	<ul style="list-style-type: none"> <li>✓ Five Essentials: Instructional Leadership</li> </ul>
Five Essentials	<ul style="list-style-type: none"> <li>Effective Leaders</li> <li>Collaborative Teachers</li> </ul>
MTSS Framework	<a href="#">Shared Leadership, Evaluation of MTSS</a>
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>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> </ul>
NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
	<ul style="list-style-type: none"> <li>✓ <a href="#">Instructional Leadership Team Planning Tools</a></li> <li>✓ <a href="#">PLC and Mentoring Coaching Resources</a></li> </ul>

**Professional Learning:**

Score

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

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Professional learning is designed in collaboration with the instructional leadership team. Gradebands, Flex Days, as well as school improvement days include active and passive learn structures for teachers and staff and time for teachers to use their new understandings to collaboratively improve their practice. As a school we are creating a culture of safe practice through explicit acknowledgement of adult learning needs and clear use of protocols and protected time for implementation and feedback. As leaders of professional development, the administration and ILT monitor the impact of their decisions by providing professional development surveys after each session to support our ability to reflect and adjust based on our staff's needs. This is evidenced by our professional learning agendas, unit plans which teachers work on at Flex Days, and professional learning surveys.

**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	Effective Leaders Collaborative Teachers
MTSS Framework	<a href="#">Shared Leadership, Curriculum &amp; Instruction</a>
CPS Framework for Teaching	<a href="#">4a. Reflecting on Teaching &amp; Learning</a> <a href="#">4d. Growing and Developing Professionally</a> <a href="#">4e. Demonstrating Professionalism</a>
CPS Performance Standards for School Leaders	82. Observes and Evaluates Staff and Gives Feedback to Staff 86. Professional Development Provided for Staff
NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
	<ul style="list-style-type: none"> <li>✓ <a href="#">Teaching the Teachers</a></li> <li>✓ <a href="#">Making Better Use of Research</a></li> <li>✓ <a href="#">Upcoming Professional Learning Opportunities</a></li> <li>✓ <a href="#">Framework for Teaching PD Modules</a></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

The administration and staff work together to determine the resources necessary to best serve our students. The purchasing Lucy Calkins writing and reading as well as GO Math was the result of curriculum alignment needs. Gradeband teams are utilized and engaged in the hiring protocol for permanent and temporary teaching positions. Our gradeband teams include common preparation time, lunch, and recess to effectively utilize each minute of the day for staff as well as adhere to the required instructional minutes for all students. This is evidenced through our master schedule, resource purchases, and hiring protocol and recorded feedback on candidates.

### 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	
	<ul style="list-style-type: none"> <li>✓ Schedules</li> <li>✓ Teacher retention rates</li> <li>✓ Staff exit interviews/surveys (data on reasons for leaving school or district)</li> </ul>
Suggested Evidence	<ul style="list-style-type: none"> <li>✓ Candidate interview protocol documents</li> <li>✓ List of community-based organizations that partner with the school and description of services</li> <li>✓ Evidence of effectiveness of the services that community-based organizations provide</li> <li>✓ Budget analysis and CIWP</li> </ul>
Measures	<ul style="list-style-type: none"> <li>✓ Five Essentials</li> </ul>
Five Essentials	Effective Leaders, Collaborative Teachers
MTSS Framework	<a href="#">Shared Leadership, Curriculum &amp; Instruction, Family &amp; Community Engagement</a>
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

NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
	<ul style="list-style-type: none"> <li>✓ <a href="#">Aligning Resources with Priorities: Focusing on What Matters Most</a></li> <li>✓ <a href="#">Instructional Supports</a></li> <li>✓ <a href="#">Strategic Source Vendor List</a></li> <li>✓ <a href="#">CPS Instructional Time Guidelines: Elementary School Overview</a></li> <li>✓ <a href="#">CPS Instructional Time Guidelines: High School Overview</a></li> <li>✓ <a href="#">CPS Instructional Block Guidance: K-2 Literacy</a></li> <li>✓ <a href="#">CPS Instructional Block Toolkits: Math</a></li> </ul>

Expectations for depth & breadth of Student Learning

4 of 4 complete

### Curriculum:

Score

1 2 3 4

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.

Previous to this year, teachers turned in weekly lesson plans to the administration and reported a need for horizontal and vertical alignment. This year we began staff-wide learning around unit planning - teachers have collaborated and received feedback this year on their unit plans from administration and other staff members. We are continuing to work on alignment and incorporation of multiple disciplines in unit plans, increasing cognitive demand on students through assessments and instructional tasks. This is evidenced through teachers' unit plans and professional learning agendas focused on unit planning and alignment.

### Guide for Curriculum

- - **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 standards in addition to content standards to differentiate instruction and assessments for English learners, to ensure meaningful access to content, regardless of English language proficiency.
    - Understand research and implement programs to develop native language literacy for English learners.
  - Advanced learners to extend core knowledge and skills.
- **Integrate academic and social emotional learning.**
- **Connection to real world, authentic application of learning. For example,**
  - Provide opportunities for meaningful project-based learning.
  - Integrate field-based learning through partnerships with city institutions (e.g. museums), colleges, universities, and community based organizations.
- - Curriculum is culturally relevant/sustaining and provides opportunities to explore and celebrate students' communities, culture, history, and language.
  - Curriculum is tailored to the strengths, needs, and interests of each student.

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>✓ SGRP 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>
MTSS Framework	<ul style="list-style-type: none"> <li>Curriculum &amp; Instruction</li> </ul>
CPS Framework for Teaching	<ul style="list-style-type: none"> <li>3a. Communicating with Students</li> <li>3c. Engaging Students in Learning</li> <li>1a. Demonstrating knowledge of content and pedagogy</li> <li>1d. Designing Coherent Instruction</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>
NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
	<ul style="list-style-type: none"> <li>✓ CPS Content Frameworks: <a href="#">Math</a>, <a href="#">Science</a>, <a href="#">Social Science</a>, and <a href="#">Literacy</a></li> <li>✓ <a href="#">CPS Literacy Scope and Sequence</a></li> <li>✓ <a href="#">CPS Math Scope and Sequence Guidance</a></li> <li>✓ <a href="#">Digital Citizenship Curriculum</a></li> <li>✓ <a href="#">K-12 Financial Literacy Guide</a></li> <li>✓ <a href="#">Personal Finance 3.0 Course</a></li> <li>✓ <a href="#">Physical Education Scope &amp; Sequence</a></li> <li>✓ <a href="#">Health Education Scope &amp; Sequence</a></li> <li>✓ <a href="#">Interdisciplinary African &amp; African American Studies Curriculum</a></li> <li>✓ <a href="#">Interdisciplinary Latino and Latin American Studies Curriculum</a></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

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Last summer we purchased Lucy Calkins Reading and Writing curriculum which is now consistent K-6 grade and updated our middle school math curriculum to Connected Mathematical Project (Go Math is used K-6). All of curriculum used at Hamilton comes with a wide variety of differentiation tools and technology access programs - enrichment and reteach books in Go Math, scaffolded approaches to reading and writing lessons, and teachers are explicitly planning how to meet the needs of all students (determined by standardized, formative, and summative assessments) in their unit plans. This is evidenced in our unit plans, curriculum in classrooms, and professional learning agendas focused on differentiation.

### Guide for Instructional Materials

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

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



## Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> <li>✓ Cross-section of materials from a variety of content areas and grade levels</li> <li>✓ Evidence of scaffolding and differentiation for all students to access the content/skills</li> <li>✓ Description of materials in curriculum and/or lesson plans</li> <li>✓ Presence of varied texts, supplementary media (e.g. videos)</li> </ul>
Measures	<ul style="list-style-type: none"> <li>✓ SGRP Attainment and Growth</li> </ul>
Five Essentials	<ul style="list-style-type: none"> <li>Ambitious Instruction</li> <li>Supportive Environment</li> </ul>
MTSS Framework	<ul style="list-style-type: none"> <li>Curriculum &amp; Instruction</li> </ul>
CPS Framework for Teaching	<ul style="list-style-type: none"> <li>1a. Demonstrating Knowledge of Content and Pedagogy</li> <li>1b. Demonstrating Knowledge of Students</li> <li>1c. Selecting Learning Objectives</li> <li>1d. Designing Coherent Instruction</li> </ul>
CPS Performance Standards for School	<ul style="list-style-type: none"> <li>A3. Allocates Resources to Support Student Learning, Prioritizing Time</li> </ul>
NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
	<ul style="list-style-type: none"> <li>✓ <a href="#">Universal Design for Learning Guidelines 2.0</a></li> <li>✓ <a href="#">UDI PD Modules</a></li> <li>✓ <a href="#">CPS Integrated Library System (S.O.A.R.)</a></li> </ul>

### Rigorous Student Tasks:

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

Score

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The Instructional Leadership Team lead instructional rounds with a focus on cognitive demand in learning objectives, instructional tasks, and discourse questioning. The team gathered data across all content areas, visiting each classroom at least twice, over a period of four days. Webb's Depth of Knowledge to evaluate the data collected into levels of cognitive demand and determined the instructional tasks average 2.0/4.0 across the school. The instructional leadership team is planning for teacher learning around increasing rigor in discourse and tasks through professional learning structures and we are including this in our CIWP priority work.

### 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). 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>✓ SGRP Attainment and Growth</li> </ul>
Five Essentials	Ambitious instruction
MTSS Framework	Shared Leadership, Curriculum & Instruction
CPS Framework for Teaching	<ul style="list-style-type: none"> <li>1.d. Designing Coherent Instruction</li> <li>2b. Establishing a Culture for Learning</li> <li>3b. Using Questioning and Discussion Techniques</li> <li>3c. Engaging Students in Learning</li> </ul>
CPS Performance Standards for School Leaders	B1. Implements Curricular Scope and Sequence and Reviews Instructional Practices
NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
	<ul style="list-style-type: none"> <li>✓ <a href="#">Teaching for Robust Understanding in Mathematics (TRU Math)</a></li> <li>✓ <a href="#">Math Practices: What to Look For Observation Tool</a></li> <li>✓ <a href="#">Checking In: Do Classroom Anticipations Reflect Today's Higher Standards?</a></li> <li>✓ <a href="#">Student Work Protocol (SQIP)</a></li> <li>✓ <a href="#">Slice Protocol – Looking at Student Work</a></li> </ul>

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

Score

1 2 3 4

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)

Counselor explores career and HS options with students. She supports the students based on what options are a good fit. 8 th graders have Algebra and Geometry option. Kindergarten boot camp engages students. Prk does home visits. Mitigate adverse effects of transition- area to target. Have intentional work habits plan for learning is an area of growth as students grow older.

**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, CTE recruitment fairs, 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 CTE Pathways around career options
  - 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.
  - Provide opportunities for Dual Credit/Dual Enrollment
- **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.
- Equipping students and families with persistence strategies. (College Persistence Toolkit)
- Help families learn about existing CTE career pathways, apprenticeships/pre-apprenticeship programs

## 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	<ul style="list-style-type: none"> <li>Ambitious Instruction</li> <li>Supportive Environment</li> </ul>
MTSS Framework	<a href="#">Curriculum &amp; Instruction, Family &amp; Community Engagement</a>
CPS Framework for Teaching	<a href="#">2b. Establishing a Culture for Learning</a>
CPS Performance Standards for	C1. Creates a Culture that Supports Social Emotional Learning and Effective Effort
NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
<ul style="list-style-type: none"> <li>✓ Everything College</li> <li>✓ CPS Advisory Framework</li> <li>✓ Presenting college plans from meeting every</li> <li>✓ To &amp; Through Toolkit</li> <li>✓ Redefining College &amp; Career Readiness</li> <li>✓ College Scorecard</li> </ul>	<ul style="list-style-type: none"> <li>✓ CPS College Persistence Toolkit</li> <li>✓ Meaningful Linkages Between Summer Programs, Schools, and Community</li> <li>✓ From HS to the Future (CCSR, 2006)</li> </ul>
CPS SCHOOL EXCELLENCE FRAMEWORK 17	

## 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

The Instructional Leadership Team lead instructional rounds with a focus on cognitive demand in learning objectives, instructional tasks, and discourse questioning. The team gathered data across all content areas, visiting each classroom at least twice, over a period of four days. Webb's Depth of Knowledge to evaluate the data collected into levels of cognitive demand to determine the learning objectives and discourse average 1.75/4.0 across the school. The instructional leadership team is planning for teacher learning around increasing rigor in discourse and tasks through professional learning structures and we are including this in our CIWP priority work. Our ILT is currently researching instructional practices that will increase cognitive demand in these areas and are concluding implementation (critical decision-making in the classroom) is the most influential factor in achieving this goal. Thus, the ILT is strategically planning active learning structures for teachers to practice and receive feedback to improve.

Additionally, our math teachers 2nd-8th are engaged in a math study this year which is culminating in May. This year these teachers have collaborated on identifying the focus for the study, researching best practices, visiting other schools for peer observations and to observe the lesson study practice, and designing the math lesson to be studied at our school.

## 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.
- **Foster student ownership.** Create opportunities for students to have voice and choice in instructional tasks.

## 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	<ul style="list-style-type: none"> <li>Ambitious Instruction</li> <li>Effective Leaders</li> <li>Supportive Environment</li> </ul>
MTSS Framework	Curriculum & Instruction
CPS Framework for Teaching	<ul style="list-style-type: none"> <li>3a. Communicating with Students</li> <li>3b. Using Questioning and Discussion Techniques</li> <li>3c. Engaging Students in Learning</li> <li>3d. Using Assessment in Instruction</li> <li>3e. Demonstrating Flexibility and Responsiveness</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>B2. Observes and Evaluates Staff and Gives Feedback to Staff</li> </ul>
NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
	<ul style="list-style-type: none"> <li>✓ <a href="#">CPS Framework for Teaching with Critical Attributes</a></li> <li>✓ <a href="#">CPS Framework for Teaching Professional Learning Modules</a></li> <li>✓ <a href="#">CPS Framework for Teaching Professional Learning Opportunities</a></li> <li>✓ <a href="#">Special Education Addendum</a></li> <li>✓ <a href="#">English Language Learner Addendum</a></li> </ul>

### Balanced Assessment & Grading:

Score

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.

1 2 **3** 4

During August professional development, gradeband teams used the new CPS and Union grading policy to establish common grading categories, percentages, and practices. Teachers have worked this year on creating unit plans which reflect the established grading policy, providing students a variety of opportunities to demonstrate their levels of understanding according to learner needs and renders reliable data which teachers use to reflect on their practices and adjust future plans. This is evidenced in our Hamilton Teacher Handbook (grading policy), teacher's unit plans, gradebooks, and assessments.

### 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 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.
  - 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
MTSS Framework	<a href="#">Curriculum &amp; Instruction</a>
CPS Framework for Teaching	<a href="#">1c. Selecting Learning Objectives</a>
	<a href="#">1a. 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>
	81. Implements Curricular Scope and Sequence and Reviews Instructional Practices
<b>Now What? Materials to Support Improvement Planning</b>	
✓	<a href="#">CPS Balanced Assessment Framework &amp; Assessment Models</a>
✓	<a href="#">Assessment Design Toolkit</a>
✓	<a href="#">Teacher Made Assessment Basics</a>
✓	<a href="#">Grading principals and guidelines</a>
✓	<a href="#">Great Schools Partnership –Grading + Reporting</a>

### Multi-Tiered System of Supports:

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

In the beginning of the school year an MTSS handbook was developed by teachers and administrators outlining a streamlined process for supporting students in tiers I, II, and III. We utilize NWEA percentiles, reading levels, BOY/MOY content specific inventories, and current student grades to triangulate data in qualifying and determining their need for tier II and III interventions. We protect gradeband meeting time on a biweekly basis for administrators and teachers to support one another in developing MTSS plans for students - determining their greatest area of need, identifying an evidence-based intervention, and designing progress-monitoring assessments to monitor skill-specific student success. Each gradeband has a MTSS spreadsheet outlining all of the student's data (qualifying through intervention data) as a tracking method and then shares this data with our CARE team for further support. This is evidenced through our MTSS handbook, MTSS data trackers for each gradeband, and MTSS folders created for our CARE team.

### Guide for Multi-Tiered System of Supports

- **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) goals and intervention strategies for students requiring school year supports as described in Elementary School Promotion Policy (Board Report 09-1028-PO2).**
  - Ensure implementation of these plans, review subsequent 5 week data, determine the effectiveness of the strategies and adjust plans as needed.
- **Communicate to parents/guardians the additional supports and/or interventions provided for their child to better align school and home environments.**

## Evidence, Measures, and Standards

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

## Expectations for Quality & Character of School Life

6 of 6 complete

### Culture for Learning:

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

### Score

1 2 3 4

Our SEL curriculum, Second Step, is consistently implemented K-8 at Hamilton. This curriculum emphasizes importance of hard work, perseverance, resilience, and developing a growth mindset in all students. Teachers integrate these values throughout the day in their content areas, and refer to Second Step strategies when supporting students through behavioral and peer conflicts. We are working to explicitly incorporate these concepts in teachers' unit plans and increase student cognitive demand to gain additional experience of overcoming challenges. This evidenced through our Second Step curriculum, anchor charts in the classroom, and the incorporation of Standards of Mathematical Practice in teacher unit plans.

## 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>
<u>MTSS Framework Curriculum &amp; Instruction</u>	
CPS Performance Standards for School Leaders	C1. Creates a Culture that Supports Social Emotional Learning and Effective Effort
Now What? Materials to Support Improvement Planning	
<ul style="list-style-type: none"> <li>✓ <a href="#">Teaching Adolescents: The Role of Non-cognitive Factors in Shaping School Performance</a></li> <li>✓ <a href="#">Framework for Teaching Companion Guide p. 50</a></li> <li>✓ <a href="#">Social Emotional Learning Supports (cps.edu/sei)</a></li> <li>✓ <a href="#">ASCA Mindsets &amp; Behaviors</a></li> </ul>	

### Relational Trust:

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

Score

1 2 **3** 4

As evidenced in the MVMS survey Relational Trust has declined over the past two years to a rating of neutral, with the lowest component being teacher to teacher trust rating weak. Knowing this, we meaningfully planned opportunities for teachers to build respect, rapport, and gain confidence in utilizing their colleagues for instructional support. This is evidenced in our professional learning agendas as well as in our professional learning feedback surveys in which teachers provide feedback of valuing allocated time for structured collaboration and feedback with colleagues.

Students report through the MVMS Survey a strong rating of student to teacher trust. Students seek out their teachers for support in social-emotional and academic areas throughout the school day - often teachers' classrooms are populated with students during recess and lunch as a safe space to share and enjoy time with one another. We are working on building strength in our staff's ability to implement a restorative practices approach with students and their lenses to identify inequities in race and socio-economic status when analyzing student data and dealing with behavioral referrals. This is evidenced through having Restorative Practice Leaders who attended professional development throughout the year and shared their learning staff-wide, and student locations during lunch/recess (passed created for students to be excused from the lunchroom).

### Guide for Relational Trust

- **Develop trusting relationships with students so each student has at least one trusted adult in the school.**
  - Adults are responsible for occasional check-ins or serve as mentors.
- **Adult-student interactions are positive, caring, and respectful.**
  - Ensure a greater proportion of interactions are positive (as opposed to corrective) between staff and student consistently school-wide.



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

## Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	✓ Five Essentials/My Voice, My School Survey ✓ School Climate Standards Self-Assessment
Measures	✓ Five Essentials
Five Essentials	Collaborative Teachers Supportive Environment
MTSS Framework	<a href="#">Shared Leadership, Family &amp; Community Engagement</a>
CPS Framework for Teaching	<a href="#">1b. Demonstrating Knowledge of Students</a> <a href="#">2a. Creating an Environment of Respect and Rapport</a>
CPS Performance Standards for School Leaders	D2. Creates, develops and sustains relationships that result in active student engagement in the learning process E1. Creates a Culturally Responsiveness Climate
Now WHAT? Materials to Support Improvement Planning	
✓	<a href="#">Social Emotional Learning Supports (cps.edu/sel)</a>
✓	<a href="#">Trust in Schools: A Core Resource for School Reform (ASCD)</a>
✓	<a href="#">Creating a School Community (ASCD)</a>

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

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

Score

1 2 **3** 4

Teachers discuss identities and beliefs throughout the curriculum. Students perform service learning projects and service to school and community. School as Student voice committee. We can expand student understanding of the electoral process. We allow student led inquiry and have opinions about civic events. We need to develop more interaction with community and build more community activities. We need to build out more school wide awareness and student driven community outreach.

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

### Study politics

- Teachers teach about the structure and function of government as well as local, national, and international political structures and power dynamics.
- Teachers invite students to reflect on their own role in the political landscape, engage in analyses of power, and identify strategies they can use to utilize civic power as an individual and as a member of a community.
- **Become informed voters and participants in the electoral process**
  - Students learn about the history and structures of the local and national voting process and ballot issues and candidates.
  - The school supports non-partisan engagement in all parts of the electoral process, including voter education, voter mobilization and registration.
  - There are a variety of school/classroom activities or simulations that support student voter preparation and participation in the electoral process.
- **Engage in discussions about current and controversial issues.**
  - Students prepare for discussions, learn about issues that matter to them through deliberation, evaluate evidence from a range of sources, consider competing views, develop arguments, and deepen their viewpoints.
  - With teachers' support, students learn how to engage in and lead respectful and productive democratic discussions where everyone expresses their viewpoints, shares evidence, and listens to one another.
  - Teachers teach how to find different points of view online and instruct how to engage in respectful, informed, and productive online dialogue.
- **Explore their identities and beliefs**
  - Teachers design learning experiences that enable students to explore how their identities influence their lived experiences and their perspectives.
  - Students are encouraged to learn about and understand the perspectives of those who have different identities and beliefs.
  - School staff reflect on their own identities and consider how that impacts their role and support of teaching and learning with youth.
- **Exercise student voice**
  - Students can participate on multiple decision/policy making bodies and their perspectives are regularly included in decisions at their school.
  - Student Voice Committee represents the diversity of the school, addresses school-based issues, and regularly gathers input from their peers to inform and impact school policy and decisions.



- Teachers respond to and integrate students' lived experiences, perspectives, and interests in class.
- Authentically **interact with civics leaders**
- Students learn about community, city, state, and national civic leaders and their roles in civil society.
- School staff support engagement with civic leaders by inviting them into classrooms/the school and identifying face-to-face or online avenues for students to share their feedback and perspectives with civic leaders.
- **Engage with their community**
  - Students complete at least 2 service learning projects before graduation in which they gain exposure to civic organizations, leaders, and careers. Students gain tools to work cooperatively in partnership with peers, community members, and organizations to advance a specific cause
- **Take informed action** where they work together to propose and advocate for solutions.
  - Students research and analyze issues that matter to them, identify root causes, develop a theory of action, determine relevant audiences, outline specific goals, implement a response, and reflect before, during and after experiences.
  - Students use social and digital platforms to raise awareness about issues, produce and circulate multimedia content, and mobilize involvement.
- Experience a **Schoolwide civics cultur**
  - School leaders articulate a commitment to and vision for the importance of civic learning; students are civic leaders in the school.
  - Schools integrate civic learning across the curriculum, including projects that address relevant issues in their schools and communities.
  - School staff have professional development, collaboration time, and curriculum resources to infuse civic learning across disciplines.
  - Systems and structures exist where students are invited to participate in shaping school's policies, goals, instruction, and climate.

## Evidence, Measures, and Standards

Evidence, Measures, and Standards	
Suggested Evidence	<ul style="list-style-type: none"> <li>• MVMS Student Survey completion rates and results</li> <li>• Artifacts from student-run organizations and events (including SVCs)</li> <li>• Meeting minutes/agendas that include student participation</li> <li>• Policies regarding student engagement in decision making</li> <li>• Service learning reports and/or reflections of SL projects</li> <li>• Unit and curriculum maps, rubrics, assessment artifacts</li> <li>• Evidence of student work</li> <li>• Democracy School recognition</li> </ul>
Measures	✓ Five Essentials – Supportive Environment
Five Essentials	Supportive Environment
MTSS Framework	Curriculum & Instruction, Family & Community Engagement
CPS Framework for Teaching	2c, Creating an Environment of Respect and Rapport 2c, Engaging Students in Learning
CPS Performance Standards for School Leaders	D3, Utilize Feedback from Multiple Stakeholders for School Improvement
Content Standards	Illinois Social Science Standards, Illinois Social Emotional Learning Standards, CCSS ELA/HS 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

Over the past four years, Hamilton has earned a very strong rating on the MVMS Survey for safety and order. Our staff has an average rating of 3.2/4.0 in 2c Management of Transitions on the Framework for Teaching which has improved from the previous year's rating. Additionally this year we revised security plans to include all exterior doors being locked 24/7, maps and procedures for emergency drills (fire, stay in place, tornado, lockdown), and the correct ratio of adults to student ratio at all lunch and recess sessions. This evidenced in the emergency drill policies, MVMS, and REACH teacher ratings.

### 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.
- **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.
- **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
MTSS Framework	Curriculum & Instruction
CPS Framework for Teaching	<ul style="list-style-type: none"> <li>2a. Creating an Environment of Respect and Rapport</li> <li>2c. Managing Classroom Procedures</li> <li>2d. Managing Student Behavior</li> </ul>
CPS Performance Standards for School Leaders	A4. Creates a Safe, Clean and Orderly Learning Environment
NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
	<ul style="list-style-type: none"> <li>✓ <a href="#">Social Emotional Learning Supports (cps.edu/sel)</a></li> </ul>

### Restorative Approaches to Discipline:

Score

1 2 3 4

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.

This year and over the past two years, teachers have attended professional development on becoming Restorative Practice Leaders. During this school year, the leaders have lead school-wide professional development around talking circles and have 1:1 coaching sessions with teachers. The staff have developed a positive behavior matrix which includes all areas of the building (lunchroom, hallways, bathrooms, playground, etc) demonstrating what it looks like and sounds like to be demonstrating the Hamilton Way (work hard, play fair, take care of each other). Our next edge of growth is to continue build capacity in all adults in and around the school (all staff, parents, after school programs) to use a restorative practice approach when helping students through peer conflicts or adult-student conflicts. The evidence for this domain can be found in our professional learning agendas, the staff calendar for Restorative Practices professional development, our teacher handbook, as well as anchor charts in various places around the school building.

### 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.
  - Develop, reinforce, and model shared agreements and clear, positively stated expectations.
  - Well-managed routines and transitions maximize instructional time.
  - 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 discipline system that guides students to take ownership, resolve conflict, and learn from their actions.**
  - Support all staff to engage in restorative conversations and respond to behavior incidents in ways that de-escalate conflict, reteach expectations, build social & emotional skills, repair relationships, and cause minimal disruption to learning.
  - Support staff in understanding the impact of trauma on student behaviors and using trauma-sensitive approaches to discipline.
  - Identify clear disciplinary procedures for classroom-managed behaviors and office-managed behaviors. Develop a continuum of interventions and logical consequences that address the root cause of behavior and align to MTSS processes.
  - Ensure discipline systems minimize the use of punitive responses, including removing students from the classroom or school community.
  - Respond equitably to students in all subgroups. Implement processes that address and meet the needs of students who are impacted by behavior incidents.
  - Designate an administrator, such as a dean or restorative practices coordinator, responsible for leading centrally-managed response to behaviors using consistent, restorative processes.
  - Provide opportunities for students to take responsibility for repairing harm caused by their actions, generate solutions, and resolve conflicts with peers or staff.

## Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	✓ Misconduct data (Dashboard)
Measures	✓ My Voice, My School survey responses
Five Essentials	✓ Five Essentials – Supportive Environment
MTSS Framework	Supportive Environment
CPS Framework for Teaching	Curriculum & Instruction, Family & Community Engagement
CPS Performance Standards for School Leaders	2a. Creating an Environment of Respect and Rapport 2d. Managing Student Behavior 4c. Communicating with Families
CPS Performance Standards for School Leaders	C3. Staff/Student Behavior Aligned to Mission and Vision of School
NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
✓	CPS Restorative Practice Guide & Toolkit
✓	Guideline for Effective Discipline

### Parent and Family Partnership:

Score

1 2 3 4

All schools have authentic partnerships with parents or family members that lead to a sense of shared responsibility for the academic, physical, and social emotional development of their students. Through meaningful consultation with parents, these partnerships include creating an intentional process to foster and sustain school-wide procedures, programs, and activities which involve and empower parents or family members and are responsive to student and family's needs. Schools provide a variety of parent volunteer opportunities (both in and out of school) and leadership opportunities (ie - PACs, BACs and PLNs), which support school operations, instructional programs and community partnerships. Research shows that when families, schools and communities partner in promoting learning and healthy development for all students schools thrive and student outcomes increase. The development and implementation of effective outreach and communication strategies will be inclusive of all families and school staff, creating a two-way feedback loop process which will lead to an increase in the home-school connection to identify, problem-solve and design actions which target instructional and student programs.

388 active parent members on Parent Portal, weekly homeroom emails, meet with parents outside of school hours beyond report card pick up, respond to emails/calls, high parent attendance for curriculum, lots of opportunities for parents to be engaged in the school on top of fundraising, 90% MS parent turnout rate at parent/teacher conferences, after school tutoring run by parents, 5E's involved parents = very strong, varying communication across teachers especially when students have more than one teacher, when parents reach out about individual inquiries there is an immediate personalized response from the teacher, tardiness can be addressed.

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

School Excellence Framework Priorities

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

Goals

Required metrics (Elementary)

18 of 18 complete

	2016-2017 Actual	2017-2018 Actual	2017-2018 SQRP Goal	2018-2019 SQRP Goal	2019-2020 SQRP Goal
<b>National School Growth Percentile - Reading</b>					
National School Growth Percentile on the NWEA Reading Assessment (Grades 3-8)* Show continued improvement that builds	58.00	56.00	99.00	63.00	70.00
<b>National School Growth Percentile - Math</b>					
National School Growth Percentile on the NWEA Math Assessment (Grades 3-8)*-Show continued improvement that builds	30.00	47.00	99.00	58.00	70.00
<b>% of Students Meeting/Exceeding National Ave Growth Norms</b>					
Percentage of Students Meeting or Exceeding National Average Growth Norms (Grades 3-8)*	56.50	57.50	59.00	60.00	70.00
<b>African-American Growth Percentile - Reading</b>					
This is not an area where we received data	(Blank)	(Blank)	0.00	0.00	0.00
<b>Hispanic Growth Percentile - Reading</b>					
Hispanic National School Growth Percentile - NWEA Reading,	60.00	52.00	99.00	61.00	70.00
<b>English Learner Growth Percentile - Reading</b>					
This is not an area where we received data	(Blank)	(Blank)	0.00	0.00	0.00
<b>Diverse Learner Growth Percentile - Reading</b>					
Diverse Learners National School Growth Percentile - NWEA Reading	42.00	97.00	80.00	80.00	80.00
<b>African-American Growth Percentile - Math</b>					
This is not an area where we received data	(Blank)	(Blank)	0.00	0.00	0.00
<b>Hispanic Growth Percentile - Math</b>					
Hispanic National School Growth Percentile - NWEA Math	30.00	39.00	99.00	45.00	50.00
<b>English Learner Growth Percentile - Math</b>					
This is not an area where we received data	(Blank)	(Blank)	0.00	0.00	0.00
<b>Diverse Learner Growth Percentile - Math</b>					
Diverse Learners National School Growth Percentile - NWEA Math	4.00	47.00	60.00	49.00	50.00
<b>National School Attainment Percentile - Reading (Grades 3-8)</b>					
National School Attainment Percentile - NWEA Reading Grades 3-8*	94.00	94.00	99.00	94.00	94.00

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

National School Attainment Percentile - NWEA Math Grades 3-8*	81.00	83.00	99.00	87.00	90.00
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**National School Attainment Percentile - Reading (Grade 2)**

National School Attainment Percentile - NWEA Reading Grade 2	99.00	97.00	99.00	97.00	97.00
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**National School Attainment Percentile - Math (Grade 2)**

National School Attainment Percentile - NWEA Math Grade 2	98.00	94.00	99.00	94.00	94.00
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**% of Students Making Sufficient Annual Progress on ACCESS**

This is not an area where we received data	26.30	(Blank)	0.00	0.00	0.00
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**Average Daily Attendance Rate**

Average Daily Attendance	96.00	96.00	96.00	96.00	96.00
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**My Voice, My School 5 Essentials Survey**

We will improve our status to all green, well organized	(Blank)	(Blank)	(Blank)	(Blank)	(Blank)
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Custom metrics

1 of 1 complete

	2016-2017 Actual	2017-2018 Actual	2017-2018 SQRP Goal	2018-2019 SQRP Goal	2019-2020 SQRP Goal
Students will increase three fountas and pinnel levels in one year through fifth grade					
Show continued growth since this is a new practice	(Blank)	(Blank)	70.00	75.00	80.00

Strategies

Strategy 1

If we do...

...then we see...

...which leads to...

If we structure collaboration time for teachers to: develop an aligned and integrated scope and sequence, revise and reflect on unit plans, and identify opportunities for increased cognitive demand

then we will see teachers planning and implementing for rigorous and cross-curriculum integration across and throughout grade levels and an increase DOK level of 3 and 4 in student task

This leads to 70% of students meeting their growth targets and students consistently meeting growth targets across quartiles of attainment.

Tags:

Dok, Cognitive demand, Growth measures, Instruction planning, Aligned assessments, Arts integration, Unit plans, Aligned curriculum, Aligned scope and sequence, Integrated units

Area(s) of focus:

1, 2, 4

Action step

Responsible

Timeframe

Status

Teachers will work collaboratively to establish an integrated scope and sequence for each grade level to ensure all Common Core, SEL, and Content standards are being met and identify where additional curriculum needs to be added to the instruction. Teachers will meet monthly from May 2018-Aug. 2018 and the ILT will review staff scope and sequences using clear objectives to measure progress of cross-curricular integration and logically aligned standards for each grade level.

ILT, grade level teams

Jun 1, 2018 to Aug 31, 2018

Not started

**Integration, Alignment, Academic growth, Aligned scope and sequence, Common expectations**

Utilize teacher collaboration time (flex day meetings) throughout the year to allow for vertical alignment and reviewing enhancing curriculum with rigorous tasks (increased DOK levels). All staff members will meet twice per month to engage in vertical alignment protocols and self and peer assessments of instructional tasks. Progress-monitoring will be recorded through demonstration of connections between grade level content areas in unit plans as well as an increase in DOK level instructional tasks included in teachers' unit plans. Aug. 2018 - Jun 2020	ILT, grade level teams, subject area teams	Aug 27, 2018 to Feb 2, 2019	Not started
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**Academic gain, Academic rigor, Alignment, Aligned assessments, Expectations for depth & breadth of student learning: rigorous student tasks, Aligned scope and sequence**

During collaboration time, teachers will identify opportunities for cross curricular project based learning that are designated for different grade levels (ie 4th grade-paper airplane, wax museum). Teachers will meet twice per month to engage in cross-curricular identification protocols and structured collaboration to build integrated proejects. Progress-monitoring will be done through identifying cross-curricular projects in teachers' unit plans. Jun 2019-Jun 2020	ilt, grade level teams, subject area teams	Jun 20, 2020 to Jun 20, 2020	On-Track
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**Project-based learning, Teacher-teacher trust & support, Aligned assessments, Teacher collaboration, Aligned curriculum**

Teacher collaboration time (flex day meetings) will be structured to support for collaborative unit development and improvement so that units meet the needs of all learners. Teachers will explicitly identify objectives, tasks, and modes of assessment which are differentiated for the students in their classroom. Progress-monitoring will be lead by ILT members in each gradeband per unit throughout the school year. June 2018-June 2019	grade level teams, subject area teams	select	Behind
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**Teacher-teacher trust & support, Teacher collaboration, Unit planning, Aligned curriculum**

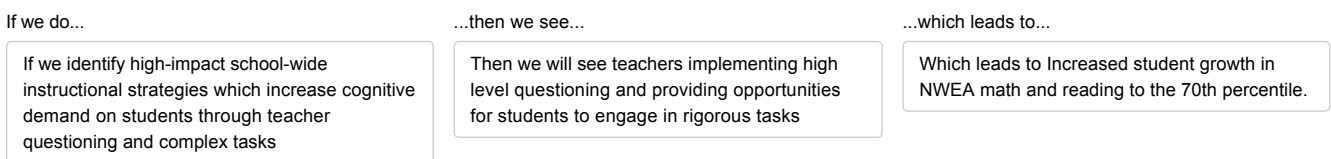
Teachers will work together to create and use common assessments for reading and math (already in place for writing and science). Utilizing twice per month Flex Day PDs, teachers will analyze DOK level of the standards being assessed, and research/create student assessments which match the level of cognitive demand. Common assessments will be peer reviewed using a DOK rubric with Common Core standards to progress-monitor development and accurate level of rigor. August 2018-June 2019	subject area teams, ilt	Aug 27, 2018 to Jun 18, 2019	On-Track
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**Teacher collaboration, Common assessment, Rigorous task, Aligned assssments**

Tuning protocols to help teachers utilize professional judgement collaborate with their peers, in order to continuously improve their unit plans , learning tasks and assessments. Teachers will use protocols 1 x per month to review adult and student work tasks. Aug. 2018 to May 2019	grade level and subject area teams, ILT	Aug 27, 2018 to May 31, 2019	Not started
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**Performance tasks, Teacher collaboration, Student work protocol, Data review protocol, Rigorous task, Rigorous assessment**

Strategy 2



Tags:  
Cognitive demand, Student growth, Complex tasks, Instructional delivery, Expectations for depth and breadth of quality teaching, Questioning, Expectations for depth & breadth of student learning: rigorous

Area(s) of focus:  
2, 3, 4



student tasks, Research based, Questioning & discussion

Action step	Responsible	Timeframe	Status
ILT will conduct research to identify the high impact instructional strategies that will allow the school to increase cognitive demand on students through questioning and tasks. May 1 - Aug. 2018 ILT has identified two instructional strategies focused on instructional tasks and student discourse to drive teacher learning and implementation for SYs18-20	ILT	May 1, 2018 to Aug 31, 2018	On-Track

**Math talks, Instructional strategy, Reading strategies, Rigorous instruction, Math instruction, Academic growth, Questioning**

ILT will create a yearlong plan for teacher learning and implementation of learning in the classroom. May 2018-Aug 2018 Progress-monitored by administration through the ILT's logic model (teacher learning, teacher implementation, expected student outcomes) spreadsheet.	ILT	May 1, 2018 to Aug 31, 2018	On-Track
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**Professional Learning, Teacher collaboration, Rigorous instruction, Academic growth**

ILT will create surveys to gain feedback on teacher learning progress. June 2018-June 2020 At each ILT meeting the team will design google surveys aligned with the objectives of each Flex Day PD to administer with teachers to progress-monitor adult learning and ILT effectiveness.	ILT	Jun 30, 2018 to Jun 30, 2020	Not started
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**Professional Learning, Teacher collaboration, Academic growth**

Present determined instructional strategies and overview of year long professional learning plan to the staff. Aug. 2018-Sept. 2018 Administration will progress-monitor ILT development of presentation which will include the plan for year long professional development as well as the research and rationale behind the plan.	ILT	Aug 20, 2018 to Sep 8, 2018	Not started
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**Professional Learning, Instructional Coaching, Instructional strategy**

Staff will engage in learning about the instructional strategies through: Professional reading and calibrating understandings of cognitive demand in questioning and tasks Collaboration in designing questions and tasks Scheduling peer observations to see the implementation of collaboration products and gain tailored feedback Analyzing student work as a result of the collaboration products Adjusting instructional practices based on peer feedback and student work outcomes Aug. 2018-May 2020 Progress-monitoring of the above cycle will be demonstrated through our school-wide professional learning calendar, Flex Day and ILT meeting agendas, peer observation schedules, and student work products.	ILT, grade level teams, subject areas teams	Aug 27, 2018 to May 29, 2020	Not started
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**Cycle of inquiry, Cycles of continuous improvement, Peer observation, Collaborative teachers, Teacher collaboration, Student work protocol**

ILT will conduct surveys to progress-monitor staff learning aligned to Flex Day PD learning objectives Aug 2018-Jun 2020	ILT	Aug 31, 2018 to Jun 30, 2020	Not started
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**Professional Learning, Cycles of continuous improvement, Instruction priorities, Teacher collaboration, Instruction strategy**

ILT will conduct instructional rounds incorporating other staff members to: Build staff capacity to analyze school wide data and see school-wide learning in action  
 Determine whether the instructional strategies chosen by ILT are making the impact and meeting the goals originally intended.  
 Aug 2018-May 2020 Progress-monitoring through instructional rounds schedules, instructional rounds results/conclusions, staff feedback on Flex PD feedback surveys aligned to ability to analyze data and interpreting results to determine impact on students

ILT

Aug 31, 2018 to May 29, 2020

Not started

**Learning cycles**

**Strategy 3**

If we do...

If we utilize the Climate Team to build understanding of our vision among staff, students and families through defining The Hamilton Way, "Where students work hard, play fair and take care of each other"

...then we see...

adults implementing an students upholding building wide expectations for what it means to be a Hamilton Patriot, throughout the community academically, socially and behaviorally.

...which leads to...

Students being able to demonstrate, discuss and communicate our shared expectations, reduction in office referrals, and increase in use of restorative practices. Leading to a growth of strong on MVMS in trust and collective commitment from teachers.

Tags:

Trust, Communication, Collective responsibility, Restorative practices, Positive behavior supports, Shared vision, Shared values, Community building, School unity

Area(s) of focus:

4, 5

Action step

Climate team will design structures to engage staff in collaborating around defining the Hamilton Way - school-wide academic, social-emotional, and behavioral expectations for students and staff. June 2018-August 2018 Progress-monitoring through professional learning plan, opening August PD agendas

Responsible

climate team, admin

Timeframe

Aug 1, 2018 to Jun 29, 2019

Status

On-Track

**Behavior and Safety, Restorative practices, Positive behavior supports**

Climate team will create a yearlong plan for teacher collaboration and implementation of the shared Hamilton Way expectations with students in the classroom Jun 2018-Sept 2018 Progress-monitored through our professional learning yearlong plan, Climate team agendas, Flex Day PD agendas

climate team, grade level

Aug 1, 2018 to Jun 30, 2020

Not started

**Climate and Culture, Behavior, Restorative practices, Shared expectations**

Climate team will create surveys to gain feedback on teacher collaboration and implementation process August 2018-June 2020 Progress-monitoring through google surveys of staff learning aligned to the professional learning goals of each session.

climate team, grade level

Aug 31, 2018 to Jun 30, 2019

On-Track

**Climate and Culture, Professional development, Relational trust, Teacher collaboration**

Present Hamilton Way academic, social-emotional, and behavioral goals/expectations to the community Sept 2018-Jan 2018 Progress-monitoring through teacher and community newsletters, parent-administration forum agendas

climate team, grade level teams

Jan 1, 2019 to Aug 31, 2019

On-Track

**Climate and Culture, Pbis, Relational trust, Positive behavior supports**

Staff will engage in collaboration of defining the Hamilton Way expectations:

- Professional reading and calibrating understandings of approaches to modeling and teaching positive behavior and mindset expectations
- Redesign and update expectations matrix as needed
- Scheduling peer observations to see the implementation and teaching of shared expectations with students and gain tailored feedback
- Sept 2018-June 2020 Progress-monitoring - monthly basis by analyzing student behavior through number of office referrals, number of and ownership of peer conflict restorative conversations as a result of implementing and modeling the revised shared expectations
- Adjusting implementation strategies based on peer feedback and student behavior outcomes

whole staff

Jun 30, 2018 to May 30, 2020

Behind

**Restorative approaches, Teacher collaboration, Positive behavior supports, Relation trust**

Climate team will conduct surveys to progress-monitor staff learning and student outcomes on a monthly basis Sept. 2018-June 2020 utilizing google surveys aligned to professional learning goals, Hamilton Way expectations, and record of office referrals

climate team

Aug 3, 2018 to May 30, 2020

Behind

**Climate and Culture, Restorative practices, Shared vision, Shared expectations**

Climate team will conduct observations of student behavior incorporating other staff members to:

- Build staff capacity to analyze school wide data and see school-wide learning in action
- Determine whether the approach to implementing shared expectations chosen by Climate team are making the impact and meeting the goals originally intended
- Progress-monitoring Nov 2018-June 2020 - biweekly Climate team meetings to review office referrals, staff feedback through professional learning surveys, and student feedback on ability to uphold the Hamilton Way expectations throughout the community

climate team

Nov 1, 2018 to May 30, 2020

Behind

**Climate and Culture, Data, Learning walk, Restorative practices, Shared expectations**

Action Plan

Strategy 1

NOT STARTED

Teachers will work collaboratively to establish an integrated scope and sequence for each grade level to ensure all Common Core, SEL, and Content standards are being met and identify where additional curriculum needs to be added to the instruction. Teachers will meet monthly from May 2018-Aug. 2018 and the ILT will review staff scope and sequences using clear objectives to measure progress of cross-curricular integration and logically aligned standards for each grade level."

Jun 01, 2018 to Aug 31, 2018 - ILT, grade level teams

Status history



May 30

NOT STARTED

May 30, 2018  
**Evidence**

A scope and sequence will exist for each class that can be shared with parents and aligns multiple department areas.

NOT STARTED

Utilize teacher collaboration time (flex day meetings) throughout the year to allow for vertical alignment and reviewing enhancing curriculum with rigorous tasks (increased DOK levels). All staff members will meet twice per month to engage in vertical alignment protocols and self and peer assessments of instructional tasks. Progress-monitoring will be recorded through demonstration of connections between grade level content areas in unit plans as well as an

increase in DOK level instructional tasks included in teachers' unit plans. Aug. 2018 - Jun 2020"

Aug 27, 2018 to Feb 02, 2019 - ILT, grade level teams, subject area teams

## Status history



May 30

NOT STARTED

May 30, 2018

### Evidence

Walk throughs, looking at student work and learning objectives with standards alignment will indicate dok level 3 and 4 at least 1x per week in more that 50% of our classes.

ON-TRACK

During collaboration time, teachers will identify opportunities for cross curricular project based learning that are designated for different grade levels (ie 4th grade-paper airplane, wax museum). Teachers will meet twice per month to engage in cross-curricular identification protocols and structured collaboration to build integrated proejects. Progress-monitoring will be done through identifying cross-curricular projects in teachers' unit plans. Jun 2019-Jun 2020"

Jun 20, 2020 to Jun 20, 2020 - ilt, grade level teams, subject area teams

## Status history



May 30

ON-TRACK

May 30, 2018

### Evidence

Grade levels will identify 1-2 cross curricular projects

BEHIND

Teacher collaboration time (flex day meetings) will be structured to support for collaborative unit development and improvement so that units meet the needs of all learners. Teachers will explicitly identify objectives, tasks, and modes of assessment which are differentiated for the students in their classroom. Progress-monitoring will be lead by ILT members in each gradeband per unit throughout the school year. June 2018-June 2019"

- grade level teams, subject area teams

## Status history



May 30

BEHIND

May 30, 2018

### Problem

Teachers will participate in protocols around units 6 x per year.

### Root Cause

### Next steps

ON-TRACK

Teachers will work together to create and use common assessments for reading and math (already in place for writing and science). Utilizing twice per month Flex Day PDs, teachers will analyze DOK level of the standards being assessed, and research/create student assessments which match the level of cognitive demand. Common assessments will be peer reviewed using a DOK rubric with Common Core standards to progress-monitor development and accurate level of rigor. August 2018-June 2019"

Aug 27, 2018 to Jun 18, 2019 - subject area teams, ilt

## Status history



May 30

ON-TRACK

May 30, 2018

### Evidence

Common assessments will be formed for reading and math across grade levels

NOT STARTED

Tuning protocols to help teachers utilize professional judgement collaborate with their peers, in order to continuously improve their unit plans , learning tasks and assessments. Teachers will use protocols 1 x per month to review adult and student work tasks. Aug. 2018 to May 2019"

Aug 27, 2018 to May 31, 2019 - grade level and subject area teams, ILT

## Status history



May 30

NOT STARTED

May 30, 2018

### Evidence

Teachers will use protocols 1 x per month to review adult and student work tasks.

## Strategy 2

ON-TRACK

ILT will conduct research to identify the high impact instructional strategies that will allow the school to increase cognitive demand on students through questioning and tasks. May 1 - Aug. 2018 ILT has identified two instructional strategies focused on instructional tasks and student discourse to drive teacher learning and implementation for SYs18-20"

May 01, 2018 to Aug 31, 2018 - ILT

## Status history



May 30

ON-TRACK

May 30, 2018

### Evidence

Research instructional strategies for instructional tasks and student discourse strategy to engage teachers in learning each quarter.

ON-TRACK

ILT will create a yearlong plan for teacher learning and implementation of learning in the classroom. May 2018-Aug 2018 Progress-monitored by administration through the ILT's logic model (teacher learning, teacher implementation, expected student outcomes) spreadsheet."

May 01, 2018 to Aug 31, 2018 - ILT

## Status history



May 30

ON-TRACK

May 30, 2018

### Evidence

ILT will have a annual calendar for teacher learning at least 1 quarter in advance

NOT STARTED

ILT will create surveys to gain feedback on teacher learning progress. June 2018-June 2020 At each ILT meeting the team will design google surveys aligned with the objectives of each Flex Day PD to administer with teachers to progress-monitor adult learning and ILT effectiveness."

Jun 30, 2018 to Jun 30, 2020 - ILT

## Status history



May 30

NOT STARTED

May 30, 2018

### Evidence

survey data

NOT STARTED

Present determined instructional strategies and overview of year long professional learning plan to the staff. Aug. 2018-Sept. 2018 Administration will progress-monitor ILT development of presentation which will include the plan for year long professional development as well as the research and rationale behind the plan."

Aug 20, 2018 to Sep 08, 2018 - ILT

## Status history

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May 30

**NOT STARTED** May 30, 2018  
**Evidence**  
Professional Learning agendas

**NOT STARTED**  
Staff will engage in learning about the instructional strategies through: Professional reading and calibrating understandings of cognitive demand in questioning and tasks Collaboration in designing questions and tasks Scheduling peer observations to see the implementation of collaboration products and gain tailored feedback Analyzing student work as a result of the collaboration products Adjusting instructional practices based on peer feedback and student work outcomes Aug. 2018-May 2020 Progress-monitoring of the above cycle will be demonstrated through our school-wide professional learning calendar, Flex Day and ILT meeting agendas, peer observation schedules, and student work products."

Aug 27, 2018 to May 29, 2020 - ILT, grade level teams, subject areas teams

### Status history

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May 30

**NOT STARTED** May 30, 2018  
**Evidence**  
Professional learning plan, calendar, agendas

**NOT STARTED** ILT will conduct surveys to progress-monitor staff learning aligned to Flex Day PD learning objectives Aug 2018-Jun 2020"  
Aug 31, 2018 to Jun 30, 2020 - ILT

### Status history

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May 30

**NOT STARTED** May 30, 2018  
**Evidence**  
Learning walks, staff surveys

**NOT STARTED**  
ILT will conduct instructional rounds incorporating other staff members to: Build staff capacity to analyze school wide data and see school-wide learning in action Determine whether the instructional strategies chosen by ILT are making the impact and meeting the goals originally intended. Aug 2018-May 2020 Progress-monitoring through instructional rounds schedules, instructional rounds results/conclusions, staff feedback on Flex PD feedback surveys aligned to ability to analyze data and interpreting results to determine impact on students"

Aug 31, 2018 to May 29, 2020 - ILT

### Status history

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May 30

**NOT STARTED** May 30, 2018  
**Evidence**  
learning walk

### Strategy 3

**ON-TRACK**  
Climate team will design structures to engage staff in collaborating around defining the Hamilton Way - school-wide academic, social-emotional, and behavioral expectations for students and staff. June 2018-August 2018 Progress-monitoring through professional learning plan, opening August PD agendas"

Aug 01, 2018 to Jun 29, 2019 - climate team, admin

### Status history

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●

May 30

ON-TRACK

May 30, 2018

**Evidence**

professional learning plan, agendas

NOT STARTED

Climate team will create a yearlong plan for teacher collaboration and implementation of the shared Hamilton Way expectations with students in the classroom Jun 2018-Sept 2018 Progress-monitored through our professional learning yearlong plan, Climate team agendas, Flex Day PD agendas"

Aug 01, 2018 to Jun 30, 2020 - climate team, grade level

## Status history



NOT STARTED

May 30, 2018

**Evidence**

professional learning plan, agendas

ON-TRACK

Climate team will create surveys to gain feedback on teacher collaboration and implementation process August 2018-June 2020 Progress-monitoring through google surveys of staff learning aligned to the professional learning goals of each session."

Aug 31, 2018 to Jun 30, 2019 - climate team, grade level

## Status history



ON-TRACK

May 30, 2018

**Evidence**

survey data

ON-TRACK

Present Hamilton Way academic, social-emotional, and behavioral goals/expectations to the community Sept 2018-Jan 2018 Progress-monitoring through teacher and community newsletters, parent-administration forum agendas"

Jan 01, 2019 to Aug 31, 2019 - climate team, grade level teams

## Status history



ON-TRACK

May 30, 2018

**Evidence**

expectations and values statements

BEHIND

Staff will engage in collaboration of defining the Hamilton Way expectations: - Professional reading and calibrating understandings of approaches to modeling and teaching positive behavior and mindset expectations - Redesign and update expectations matrix as needed - Scheduling peer observations to see the implementation and teaching of shared expectations with students and gain tailored feedback - Sept 2018-June 2020 Progress-monitoring - monthly basis by analyzing student behavior through number of office referrals, number of and ownership of peer conflict restorative conversations as a result of implementing and modeling the revised shared expectations - Adjusting implementation strategies based on peer feedback and student behavior outcomes"

Jun 30, 2018 to May 30, 2020 - whole staff

## Status history



BEHIND

May 30, 2018

**Problem**

agendas, expectations, peer observations

**Root Cause**



## Next steps

BEHIND

Climate team will conduct surveys to progress-monitor staff learning and student outcomes on a monthly basis Sept. 2018-June 2020 utilizing google surveys aligned to professional learning goals, Hamilton Way expectations, and record of office referrals"

Aug 03, 2018 to May 30, 2020 - climate team

## Status history

May 30

BEHIND

May 30, 2018

### Problem

survey data

### Root Cause

Next steps

BEHIND

Climate team will conduct observations of student behavior incorporating other staff members to: - Build staff capacity to analyze school wide data and see school-wide learning in action - Determine whether the approach to implementing shared expectations chosen by Climate team are making the impact and meeting the goals originally intended - Progress-monitoring Nov 2018-June 2020 - biweekly Climate team meetings to review office referrals, staff feedback through professional learning surveys, and student feedback on ability to uphold the Hamilton Way expectations throughout the community"

Nov 01, 2018 to May 30, 2020 - climate team

## Status history

May 30

BEHIND

May 30, 2018

### Problem

learning walks, observations

### Root Cause

Next steps

## 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 these 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.

## ESSA Program

ESSA 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.

ESSA 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

Every Student Succeeds Act (ESSA), 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 ESSA 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 and Family Plan

#### Parent and Family Engagement Policy

Complete

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

NA

The school will hold an annual meeting at a time convenient to parents and families during the first month of school to inform them of the school's participation in ESSA, 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 and family engagement meetings, including school PAC meetings, at different times and will invite all parents and key family members of children participating in the ESSA, 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

NA

At the request of parents and family members, schools will provide opportunities for regular meetings, including the School Parent Advisory Council meetings, for parents and family members 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.

NA

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.

NA

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.

NA

Schools will assist parents of participating ESSA 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.

NA

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

NA

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

NA

Schools will, to the extent feasible and appropriate, coordinate and integrate parent and family 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 and families in more fully participating in their children's education. Please describe how this will be

accomplished.

NA

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

NA

#### Policy Implementation Activities

The LSC will approve the school improvement plan and monitor the CIWP.

In the CIWP, the school identifies current parental and family engagement practices and outlines activities related to expanding parent and family partnership programs.

The school will coordinate the parent and family engagement programs identified in the CIWP.

The school will evaluate the Parent and Family Engagement Policy for effectiveness and make improvements as necessary.

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

NA

#### School-Parent Compact

Complete

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

NA

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.

NA

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

NA

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

NA

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

NA

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

NA

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

NA

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).

NA

Parent Budget

Complete

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

NA-Not a Title 1 School

Allocate your Mandated Title 1 Parent and Family Engagement Funds to support your Parent and Family Engagement Program.

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

55005

**Furniture and Equipment**

Must have a parent room or a secure place to keep furniture/equipment. Cannot be placed in the main office or where staff and students have access too. To by used only by parents.

\$	Amount	.00
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