



George Manierre Elementary School / Plan summary

## 2018-2020 plan summary

### Team

Name	Role	Email	Access
Tinishi Davis	Principal	TPDavis@cps.edu	Has access
Mildred Walton	Curriculum Coach	mowalton@cps.edu	Has access
Leah Lossin	Head Teacher	llossin@cps.edu	Has access
Bridget Montgomery	Counselor	bcmontgomery1@cps.edu	Has access
Ian Stone	Diverse Learner Teacher/Technology Coordinator	iastone@cps.edu	Has access
Abena Story	Primary Teacher	adwalker@cps.edu	Has access
Etha Meeks	Primary Teacher	emeeks@cps.edu	Has access
Bradley Dineen	Intermediate Teacher	badineen@cps.edu	Has access
Denise Gross	Intermediate Teacher	dgross@cps.edu	Has access
Carmelita Reaves	Parent/Middle School Teacher	creaves@cps.edu	Has access
Margarita Miranda	LSC Chairperson	mmsassy@gmail.com	Has access
London Robinson	Paraprofessional	larobinson2@cps.edu	Has access



The Mission was written collectively by the staff and we have a shared vision. Our Five Essentials survey appeared as well-organized in this category. We have multiple staff attending multiple Professional Developments (PDs) in order to present this information to the rest of the staff. Weekly staff memos keep all staff on the same page, and teacher leaders receive and provide PD in their respective fields.

## 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

1 2 3 4

The Instructional Leadership Team (ILT) has agendas, a calendar of meeting dates, established protocols and minutes that are ratified at each meeting. Data driven decisions lead to school protocol changes and ILT teachers reflect on teaching and learning during regular meetings. The Multi-Tiered System of Support (MTSS) problem solving process is used during ILT meetings.

## Guide for Instructional Leadership Team

- **Engage in on-going inquiry (e.g. continuous improvement cycles) as a basis for improvement.**
  - Gain productive insight and take substantial new action or adjust strategy that clearly addresses root causes.
  - Relentlessly ask, "Is it working?" about every program, initiative, and strategy in the school.
  - Vet Initiatives and strategies on the basis of their direct or proven impact on outcomes.
  - Monitor if previous actions were implemented (fidelity) and working as intended. Ask, "If not, why not?"

- **Share leadership for improving teaching and learning with representative school members.**
  - Organize the team around a common understanding of team's purpose and instructional priorities.
  - Represent all relevant specialty content areas, programs, related services, and grade bands/department teams and is an appropriate size.
  - Represent a balance of work styles (e.g. task-oriented, provides push-back, synthesizes, etc.)
- **Use protocols and ask probing questions.**
  - Ask questions focused on factors within sphere of control and avoid a focus on student factors.
  - Use appropriate protocols and level of analysis (grade, school-wide, individuals) for meeting purpose.
  - Systematically consider root cause(s) based on thorough review of evidence.
- **Use timely and relevant data/evidence sources.**
  - Gather and use current and relevant local student, school, teacher performance (e.g. attendance data, assessment results), and operational data formatively to review and revise school and classroom practices as needed.
  - Disaggregate data for priority student groups (e.g. English learners, diverse learners).
- **Schedule and structure frequent meetings.**
  - Meet regularly (2-4 times per month).
  - Use an agenda with a clear focus.
- **Collaborate effectively, value transparency, and inform and engage stakeholders.**
  - All team members have equity of voice and are actively engaged in asking questions.
  - Celebrate small wins and improvements.
  - Regularly inform and engage stakeholders of key data and work of the ILT.
- **Build the capacity of teacher teams to lead cycles of learning and problem solving focused on student learning data and student work.**

## Evidence, Measures, and Standards

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

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

Score

1 2 **3** 4

Our school uses the data-to-instruction framework to group and plan instruction for students. We have completed training and instruction in Social Emotional Learning through DePaul's Care training and Second Step (with observations and feedback). The Behavioral Health Team meets regularly with the Network in a cohort. Teachers are currently receiving PD in Personalized Learning and in Agency, Authority, and Identity (AAI) and the Network Summits. Teachers are engaged in Peer Coaching. Teachers utilize the Depth of Knowledge framework to add rigor to their assignments and assessments. Teachers are encouraged to attend PDs in areas of interest and in areas of growth as shown by their REACH evaluations. Teachers are provided with two weeks for Safe Practice Space.

### Guide for Professional Learning

- **Select and design professional learning (PL) to achieve school-wide improvement, including closing priority group achievement gaps.**
  - Use data to identify performance and practice gaps to inform PL plan.
  - Use research about best practices to identify potential learning and subject matter experts to support.
  - Solicit feedback from staff to inform selection of PL opportunities.
  - Provide PL relevant to the cultural and linguistic needs of students.
  - Provide both whole staff and differentiated PL to individual teacher levels.
- **Implement and sustain on-going, job-embedded professional learning (PL) (e.g. coaching, peer learning opportunities, action research)**
  - Recommend and/or provide PL opportunities directly related to individuals' specific areas of need and professional growth goals.
  - Encourage staff to broaden networks to bring new knowledge and resources to learning environment.
  - Teachers initiate opportunities for professional growth and proactively seek opportunities to enhance content knowledge and pedagogical skill.
- **Structure time for teachers to collaborate and learn together.**
  - Create schedules and systems to conduct peer observations, and coaching. Reflect on its impact.
  - Teachers provide and accept collegial support and feedback to/from colleagues.
  - Teachers participate in and facilitate professional inquiry in teams to advance student learning.
- **Make 'safe practice' an integral part of professional learning.**

- Allow teachers ample time to try new strategies, refine skills, grapple with implementation problems, and share knowledge and experience.
- Provide support that addresses the specific challenges of changing classroom practice. Provide coaching/mentoring support to validate continuing to work through struggles.
- **Monitor implementation to ensure staff uses new knowledge to improve practice and it is having the desired effect on practice and student outcomes.**
  - Conduct frequent non-REACH observations to provide coaching and actionable feedback.
- **Provide induction and support for new teachers.**
  - Assign each new teacher a mentor who is skilled in pedagogy and is an open, collaborative colleague.
  - Schedule a series of 'learning experiences' for new teachers that helps them navigate important initiatives (e.g. REACH) and provides information on school specific goals and resources.

## Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> <li>✓ School's PD Plan – review for goal alignment – does the plan advance the school's improvement agenda?</li> <li>✓ PD agendas, PD feedback surveys</li> <li>✓ Teacher practice improving on the Framework for Teaching (e.g. Basic&gt;Proficient, Proficient&gt;Distinguished)</li> </ul>
Measures	<ul style="list-style-type: none"> <li>✓ SQRP Attainment and Growth</li> <li>✓ Five Essentials: Collaborative Teachers</li> </ul>
Five Essentials	<ul style="list-style-type: none"> <li>Effective Leaders</li> <li>Collaborative Teachers</li> </ul>
MTSS Framework	<a href="#">Shared Leadership, Curriculum &amp; Instruction</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>82. Observes and Evaluates Staff and Gives Feedback to Staff</li> <li>86. Professional Development Provided for Staff</li> </ul>
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 budget is aligned to the CIWP priorities (curriculum, instruction, rigorous tasks, and culture for learning in addition to SEL, parents, and attendance). Teachers are strategically placed and looping occurs where it is effective. We continue to engage the community as partners to sustain their engagement.

### 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	✓ Five Essentials
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

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.

1 2 3 4

A scope and sequence has been developed for reading and math, Grades K-5 use Reading Street and 6-8 use Perspectives. K-5 follows Engage NY scope and sequence and 6-8 uses Go Math, Engage NY and Khan Academy. SEL, Second Step, is embedded into daily lessons as well as stand-alone lessons once a week. Students are engaged in experiential and investigative learning through the math, science, and the arts partnerships that have been developed.

### 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	<a href="#">Curriculum &amp; Instruction</a>
CPS Framework for Teaching	<ul style="list-style-type: none"> <li><a href="#">3a. Communicating with Students</a></li> <li><a href="#">3c. Engaging Students in Learning</a></li> <li><a href="#">1a. Demonstrating knowledge of content and pedagogy</a></li> <li><a href="#">1d. Designing Coherent Instruction</a></li> </ul>
CPS Performance Standards for School Leaders	<ul style="list-style-type: none"> <li>B1. Implements Curricular Scope and Sequence and Reviews Instructional Practices</li> <li>C1. Creates a Culture that Supports Social Emotional Learning and Effective Effort</li> </ul>
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

1 2 **3** 4

Lessons are scaffolded and differentiated by the teachers for learners at various skill levels and groups of learners are added to teacher lesson plans. Classes supplement their base texts with both online and offline resources such as Khan Academy, Big Universe, Readworks, NewsELA, IXL, and Scootpad. Our computer lab has been rebranded as the Learning Lab where students work on differentiated, adaptive lessons. Teachers have descriptions of instructional materials being used for the day in their lesson plans. Students are engaged in a school-wide Problem of the Month.

## 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/updated 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="#">UDL PD Modules</a></li> <li>✓ <a href="#">CPS Integrated Library System (S.O.A.R.)</a></li> </ul>

### Rigorous Student Tasks:

Score

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)

1 2 3 4

The DOK is used to lesson plan. Teachers at grade level meetings use a structured protocol to examine student work. Teacher also evaluate the level of cognitive demand and select texts and tasks that are appropriate. Students produce authentic work for real audiences. Students engage in peer conferencing. Gallery walks of student works in the hallways is encouraged. It is planned for students to participate in monthly math problems and writing prompts.

## 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>✓ SQRP Attainment and Growth</li> </ul>
Five Essentials	Ambitious Instruction
MTSS Framework	<a href="#">Shared Leadership, Curriculum &amp; Instruction</a>
CPS Framework for Teaching	<ul style="list-style-type: none"> <li>1d. 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	
✓	<a href="#">Teaching for Robust Understanding in Mathematics (TRU Math)</a>
✓	<a href="#">Math Practices: What to Look For (Observation Tool)</a>
✓	<a href="#">Checking In: Do Classroom Assignments Reflect Today's Higher Standards?</a>
✓	<a href="#">Student Work Protocol (SCoP)</a>
✓	<a href="#">Slice Protocol – Looking at Student Work</a>

### 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)

Students have taken college tours. Bulletin boards about Historically Black Colleges and Universities are displayed around the school, and speakers have come in discussing college opportunities. Transition plans utilize NWEA data and student/parent interviews. College fair information is distributed to the students and parents in person and on the website. Middle School teachers wear college t-shirts once a week. We also have Junior Achievement and HistoryMakers visit the school at least once a year. Students also have the opportunity to apply for job training opportunities.

### 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>
MSS Framework	<ul style="list-style-type: none"> <li>Curriculum &amp; Instruction, Family &amp; Community Engagement</li> </ul>
CPS Framework for Teaching	<ul style="list-style-type: none"> <li>2b. Establishing a Culture for Learning</li> </ul>
CPS Performance Standards for	<ul style="list-style-type: none"> <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>✓ Everything College</li> <li>✓ CPS Authority Framework</li> <li>✓ Transition college plans from making away</li> <li>✓ To &amp; Through Project</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

Gradual release of responsibility is school-wide initiative, There is differentiation in all classrooms. Math intervention by looking at RIT bands, the creation of action plans is based on student NWEA scores, tests are of rigorous tasks. Manierre has been shifting to implementing rigorous tasks with productive struggle. Teachers use Web DOK and a variety of rubrics, variety of tasks, gradual release of instruction, differentiation, and curriculum scope and sequence. School leaders observe staff and give feedback.

### 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>✓ SGRP 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	<ul style="list-style-type: none"> <li>Curriculum &amp; Instruction</li> <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 Framework for Teaching	<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>
CPS Performance Standards for School Leaders	
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:

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

Score

1 2 **3** 4

Pre-K uses My Teaching Strategies that a weekly documentation of students' work, K-2nd progress monitors weekly via M-Class (mykids), assessment calendars, data to inform practice, teachers follow CPS grading policy.

### 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	✓ SGRP Attainment and Growth
Five Essentials	Ambitious Instruction
MTSS Framework	Curriculum & Instruction
CPS Framework for Teaching	1c. Selecting Learning Objectives
	1e. Designing Student Assessment
	3d. Using Assessment in Instruction
	4a. Reflecting on Teaching & Learning
CPS Performance Standards for School Leaders	81. Implements Curricular Scope and Sequence and Reviews Instructional Practices
	Now What? Materials to Support Improvement Planning
✓	<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

Teachers use a variety of instructional choices, including tier 1 differentiation tier 2 small groups, groups with consultants, flexible learning environments, Behavioral Health Team (students monitored on academics, behavior and attendance). ADD logging tools, meet weekly to update the information, assess additional students, tier 3rotating centers with variety of interventions, including journal prompts,

### 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 Supportive Environment
CPS Framework for Teaching	<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:

Score

1 2 3 4

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

Recognizing students on honor roll, perfect attendance certificates, attendance incentives, students wh bulletin board, college and career banners, staff implement the 3 P's in relations with students, use strategies to teach gradual release of information, (praise, paraphrase, in Grade level Meetings share samples of students work and peers score evidence of the student work using the DOX metrix. school-wide expectations,

#### 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>
<a href="#">MTSS Framework Curriculum &amp; Instruction</a>	
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/sel)</a></li> <li>✓ <a href="#">ASCA Mindsets &amp; Behaviors</a></li> </ul>	

### Relational Trust:

Score

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

1 2 **3** 4

Students are exhibiting trust with staff by reporting more concerns, Administration and many staff are visible and accessible to students, staff greets students, interacts with students in transitions in the lunchroom, etc. Care training, all classrooms teach Second Step which teaches SEL competencies, share in GLMs,

### Guide for Relational Trust

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

## Evidence, Measures, and Standards

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

Score

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

1 **2** 3 4

Manierre is the recipient of the We the People grant (civics/ constitutional history) Pre-K-8 grade students engage in Service learning projects, engage in discussions about current and controversial issues, bulletin boards, incentives to go to marches, events at high schools, announcements are given by 8th graders, community resources are shared via online newsletter, counselors teaches advocacy.

### 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>• MYMS 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	2a. Creating an Environment of Respect and Rapport 2c. Managing Classroom Procedures
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/MS 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

Hallway expectations are posted and reinforced, Manierre/Ferguson is in compliance with all mandatory drills (ELSA), tardy passes are centrally distributed, visitors are given passes and are signed in, My Voice My School survey score for Safety is \*\*\*\*\*, we have \*\*\*\*% of teachers proficient or distinguished in 2c (Management of Transitions).

### 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>✓ MYMS 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	✓ Five Essentials – Supportive Environment score ✓ My Voice, My School Survey "Safety" score
Five Essentials	Supportive Environment
MTSS Framework	Curriculum & Instruction
CPS Framework for Teaching	2a. Creating an Environment of Respect and Rapport 2c. Managing Classroom Procedures 2d. Managing Student Behavior
CPS Performance Standards for School Leaders	A4. Creates a Safe, Clean and Orderly Learning Environment
<b>NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING</b>	
	✓ <a href="https://cps.edu/seal/">Social Emotional Learning Supports (cps.edu/seal/)</a>

### Restorative Approaches to Discipline:

The school is characterized by having and implementing policies and procedures that emphasize proactive, instructive, and restorative approaches minimizing punitive consequences. Discipline practices primarily focus on shaping behavior as opposed to punishing behavior. The school only uses out-of-school suspension as a last resort and utilizes a systems-change approach to bring

Score

1 2 3 4



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.

We have an established behavioral health team that is receiving professional development from the network, the BHT utilizes a tracking form that monitors student referrals and interventions, BHT also communicates with the disciplinary dean to recognize patterns to avoid recidivism, the disciplinary dean create referrals to the BHT, restorative practices are emphasized and all classrooms use the Second Step Curriculum to teach students Social Emotional Learning skills, Tier two interventions include the Check-in Check-out program, a Positive Behavior Intervention Support-like program is used by the classrooms, and informed by Class Dojo, to incentivize positive behavior, teachers at the school have received Child Adult Relationship Enhancement (CARE) team training from DePaul University, DePaul University also provides Tier 3 Individual counseling, the Parent Resource teacher provides professional development and workshops around discipline and SEL, at least 50% of the teachers have their classes participate in a Circle of some kind.

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

### Parent and Family Partnership:

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

Score

1 2 3 4

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.

54% of parents completed the My Voice My School Parent survey, the parent-teacher partnership score was considered strong and the school community score was considered very strong, the parent resource teacher creates a monthly calendar that is distributed school wide and includes parent resource room hours, activities, workshops, PDs, and events, parents are commonly called upon to volunteer within our school in and around the classroom, teachers log all parent communication, the school website informs parents of school events, 100+ parents are on our Manierre email blast, which they receive monthly, and 100+ parents are signed up for parent portal, the school and teachers are heavily involved in attendance interventions.

### 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	
Suggested Evidence	<ul style="list-style-type: none"> <li>✓ Examples of communication methods and content</li> <li>✓ Participation rates for Parent University, events, parent council(s), report card pick-up, survey completion, Parent Portal, etc.</li> <li>✓ Outreach efforts</li> <li>✓ Documentation of responsiveness to Parent Support Center concerns raised</li> <li>✓ Event agendas, flyers</li> <li>✓ Fundraising activities and amounts (if applicable)</li> <li>✓ How does the school honor and reflect the diversity of families including language and culture?</li> </ul>
Measures	<ul style="list-style-type: none"> <li>✓ Five Essentials Score – Involved Families</li> <li>✓ My Voice, My School Survey scores – outreach to parents, parent-teacher trust</li> </ul>
Five Essentials	Involved Families
MTSS Framework	Family & Community Engagement
CPS Framework for Teaching	2c. Managing Classroom Procedures 4c. Communicating with Families
CPS Performance Standards for School Leaders	D1. Engage 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 0= Not of focus

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

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>					
District recommends a 3 point increase over the course of 2 years. When looking at the district growth goals, 3% is reasonable and keeps Manierre on track for continuous improvement. Continuous forward progress is the norm. Goals are based off of 2017-2018 actual data.	29.00	79.00	70.00	80.00	82.00
<b>National School Growth Percentile - Math</b>					
District recommends a 3 point increase over the course of 2 years. When looking at the district growth goals, 3% is reasonable and keeps Manierre on track for continuous improvement. Continuous forward progress is the norm. Goals are based off of 2017-2018 actual data.	88.00	81.00	60.00	82.00	84.00

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

Using the 2017-2018 actual data, we felt it reasonable to increase our goal by 3 points over the course of 2 years. Students are being pushed to grow at Manierre and teachers have received training to increase student agency, authority and identity. Increasing content rigor will improve student competencies. Based on our past NWEA data and our positive upwards trend, this is a reasonable goal.

52.50

56.80

63.00

57.30

59.80

**African-American Growth Percentile - Reading**

District recommends a 3 point increase over the course of 2 years. When looking at the district growth goals, 3% is reasonable and keeps Manierre on track for continuous improvement. Continuous forward progress is the norm. Goals are based off of 2017-2018 actual data. Social Emotional learning, worked on with all classes, is expected to translate into increased growth. Teachers work to increase the relatedness of the content for our African American Learners.

25.00

78.00

75.00

80.00

81.00

**Hispanic Growth Percentile - Reading**

N/A

(Blank)

(Blank)

0.00

0.00

0.00

**English Learner Growth Percentile - Reading**

N/A

(Blank)

(Blank)

0.00

0.00

0.00

**Diverse Learner Growth Percentile - Reading**

IEP goals are being written based on NWEA sub-goal data in the student's area of greatest need. Teachers are using the student profile on the NWEA to target specific skills in which students need interventions. Increased focus on gradual release of instruction, differentiated instruction, student learning centers, and a student's best Least Restrictive Environment (LRE) will increase growth capacity. A majority of the teachers are receiving professional development in Personalized learning and will be expected to implement competencies to increase student motivation and engagement.

81.00

95.00

75.00

96.00

98.00

**African-American Growth Percentile - Math**

District recommends a 3 point increase over the course of 2 years. When looking at the district growth goals, 3% is reasonable and keeps Manierre on track for continuous improvement. Continuous forward progress is the norm. Goals are based off of 2017-2018 actual data. Social Emotional learning, worked on with all classes, is expected to translate into increased growth. Teachers work to increase the relatedness of the content for our African American Learners.

90.00

80.00

60.00

82.00

83.00

**Hispanic Growth Percentile - Math**

N/A

(Blank)

(Blank)

0.00

0.00

0.00

**English Learner Growth Percentile - Math**

N/A

(Blank)

(Blank)

0.00

0.00

0.00

**Diverse Learner Growth Percentile - Math**

IEP goals are being written based on NWEA sub-goal data in the student's area of greatest need. Teachers are using the student profile on the NWEA to target specific skills in which students need interventions. Increased focus on gradual release of instruction, differentiated instruction, student learning centers, and a student's best Least Restrictive Environment (LRE) will increase growth capacity. A majority of the teachers are receiving professional development in Personalized learning and will be expected to implement competencies to increase student motivation and engagement.

98.00

82.00

75.00

83.00

85.00

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

Using the 2017-2018 actual data, we felt it reasonable to increase our goal by 3 points over the course of 2 years. Students are being pushed to grow at Manierre and teachers have received training to increase student agency, authority and identity. Increasing content rigor will improve student competencies. Based on our past NWEA data and our positive upwards trend, this is a reasonable goal. Fostering a growth mindset is a natural segue into college and career readiness.

14.00	30.00	18.00	31.00	33.00
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**National School Attainment Percentile - Math (Grades 3-8)**

Using the 2017-2018 actual data, we felt it reasonable to increase our goal by 3 points over the course of 2 years. Students are being pushed to grow at Manierre and teachers have received training to increase student agency, authority and identity. Increasing content rigor will improve student competencies. Based on our past NWEA data and our positive upwards trend, this is a reasonable goal. Fostering a growth mindset is a natural segue into college and career readiness.

31.00	44.00	29.00	45.00	47.00
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**National School Attainment Percentile - Reading (Grade 2)**

Goals were set based on actual data from 2016-17. We felt it reasonable to increase our goal by 3 points over the course of 2 years. The 2016-17 cohort of 2nd grade students was an exceptional group of learners and may have been an anomaly. We do not expect the same rate of attainment from an average cohort, though we are still expecting growth.

74.00	98.00	70.00	75.00	77.00
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**National School Attainment Percentile - Math (Grade 2)**

Goals were set based on actual data from 2016-17. We felt it reasonable to increase our goal by 3 points over the course of 2 years. The 2016-17 cohort of 2nd grade students was an exceptional group of learners and may have been an anomaly. We do not expect the same rate of attainment from an average cohort, though we are still expecting growth.

59.00	99.00	42.00	60.00	62.00
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**% of Students Making Sufficient Annual Progress on ACCESS**

N/A

(Blank)	(Blank)	0.00	0.00	0.00
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**Average Daily Attendance Rate**

Attendance is a primary concern at George Manierre Elementary School. It continues to be a struggle, and teachers and administration have been incentivizing perfect attendance to motivate our students. Before- and after-school programs have been launched with grant funds to try to increase student attendance.

95.30	94.80	96.00	97.00	97.00
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**My Voice, My School 5 Essentials Survey**

Focusing on the area of Supportive Environment, professional development is planned and implemented to build student-teacher mutual respect/trust/civility among each other. The focus is to create better relationships through restorative practices.

(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
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There will be a reduction in the number of out of suspensions that occur in the school.

In 2015-16, there were 6 suspensions; in 2016-17, there was 1 suspension; and 2017-18, there were 19 suspensions. There is an increase in suspensions during this school year.

1.00	19.00	1.00	1.00	0.00
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Strategies

Strategy 1

If we do...

...then we see...

...which leads to...

In the Summer of 2018, we will develop a scope and sequence for grades PK-8 centered around the four disciplines (ELA, Math, Science and Social Science).

alignment in curricular areas with academic continuity across grade levels and improved time management and pacing.

increased academic achievement on mClass and NWEA by minimally 10 percentage points.

Tags:

Math, Science, Social studies, Academic, Ela, Aligned resources, Vertical aligned, Instructional planning, Scope and sequence, Collaboration, Student achievement, Year long plan

Area(s) of focus:

2

Action step

Responsible

Timeframe

Status

By the fall of 2018, we will adopt Creative Curriculum Unit studies centered on Science and Social Studies for PK.

PK Head Teacher, Curriculum Liasion

Aug 27, 2018 to Jun 28, 2019

On-Track

**Science, Social studies, Curriculum, Curriculum maps, Preschool**

During summer planning, the team will examine a scope and sequence of the major disciplines to decide if it is to be used school-wide ( Math: Engage NY, ELA: Pearson Realize, Sci: NGSS support systems on CPS KC, SS: Pearson MyWorld)

Grade Level teams of teachers

Aug 27, 2018 to Jun 28, 2019

On-Track

**Literacy/Reading, Math, Science, Social studies, Curriculum, Scope and sequence, Curriculum mapping**

Invitation to a summer planning and preparation block for scope and sequence by July 2, 2018

Administration, Grade Level teachers

Jul 2, 2018 to Jul 27, 2018

Not started

**Collaboration, Collaborative planning, Planning for instruction, Teamwork**

By August 21, 2018, the ILT will create a protocol for lesson observations to be used by the ILT to increase collaboration between teachers while receiving honest and constructive feedback as evident by increased teacher capacity for rigorous instruction and collaborative student level decisions.

Administration, and ILT

Jul 9, 2018 to Aug 21, 2018

Not started

**Collaboration, Rigorous instruction, Lesson observations, Constructive feedback, Student level decisions**

Create an observation protocol and share it with the staff and call for volunteers by August 27, 2018 which is the opening professional development day.

ILT

Aug 27, 2018 to Sep 28, 2018

Not started

**Professional development, Collaboration, Observation protocol**

Quarterly, teachers will videotape, watch, and debrief a peer's lesson using the protocol and submit look-fors.

Non-ILT teacher volunteers, ILT

Nov 5, 2018 to Jun 14, 2019

Not started

**ILT, Instruction, Rigorous tasks, Collaboration, Protocols, Teacher capacity, Collaborative feedback, Peer to peer observations, Observation and feedback**

Strategy 2

If we do...

...then we see...

...which leads to...

"incorporate agency, authority, and identity"

student ownership of their learning with

increased academic achievement on mClass

into student academic tasks within a personalized learning service delivery model which will initiate during the week of September 10, 2018

increased student engagement and motivation with a focus on growth mindset

and NWEA by minimally 10 percentage points.

Tags:

Personalized Learning, Motivation, Growth mindset, Student ownership, Student achievement, Engagement, Learner agency, Authority, Identity

Area(s) of focus:  
4

Action step	Responsible	Timeframe	Status
Set beginning of the year personal SMART goals for students which will be revisited quarterly for progress monitoring	Homeroom teacher	Sep 17, 2018 to Jun 13, 2019	Not started

**Nwea, Student goal setting, Student profile**

Teachers will implement student journal reflections focused on growth mindset weekly (AAI).	Homeroom teacher	Sep 21, 2018 to Jun 14, 2019	Not started
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**Reflection, Growth mindsets, Agency, authority identity**

Throughout the school year, learning goals will become more differentiated and relevant by including student and teacher created choice boards	Homeroom teachers	Aug 27, 2018 to Jun 28, 2019	Not started
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**Differentiated instruction, Learning progression, Student choice, Learning goals**

Establish the practice of teacher and peer writing conferencing during the first week of school	Writing/Homeroom teachers	Aug 27, 2018 to Jun 28, 2019	Not started
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**Instructional practices, Writing, Conferencing**

Strategy 3

If we do...

incorporate school-wide academic challenge tasks monthly into the general curriculum (MARs Tasks, Math POTM, Literacy Paired Texts, Writing Prompts of the month, journal reflections)

...then we see...

teachers planning and implementing tasks of high cognitive demand for learning; students engaged in critical thinking and problem solving, and positive quartile movement on high stakes assessments

...which leads to...

a proliferation of the growth mindset school-wide, the development of perseverance, and an excitement about education creating a culture for learning as evidenced by MVMS ambitious instruction from strong to very strong; growth in REACH domain one and three.

Tags:

Culture of learning, Growth mindsets, Critical thinking, Paired text, Mar, Potm, Writing prompts, Journaling, Perseverance, Problem solving

Area(s) of focus:  
3

Action step	Responsible	Timeframe	Status
ILT will review the developed school-wide scope and sequence to triangulate the tasks for quarterly planning.	ILT, administration	Aug 27, 2018 to Sep 28, 2018	On-Track

**Scope and sequence, Triangulate**

During the first week of school, we will disseminate tasks to staff for math P-8.	ILT, administration	Aug 27, 2018 to Jun 28, 2019	Not started
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**Tasks, Instruction planning**

Bi-weekly, we will monitor and review the tasks by examining student work using a structured protocol	ILT, administration	Sep 12, 2018 to Jun 19, 2019	Not started
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**Progress monitoring, Tasks, Structured protocol**

We will establish a criteria for awarding student and staff completion, including recognizing excellence during the first ILT Meeting, September 10, 2018.	ILT, administration	Aug 27, 2018 to Jun 28, 2019	Not started
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**Tasks, Culture for learning**

Each summit cycle learning will be used to inform our implementation of cognitive demand to improve teacher practice.	Summit Leads	Aug 27, 2018 to Jun 14, 2019	Not started
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**Access, Cognitive engagement, Teacher leader summits**

**Strategy 4**

<b>If we do...</b> Develop a full range of MTSS supports to teach and reinforce social emotional skills with consistent school-wide expectations for all students and staff by first quarter.	<b>...then we see...</b> enhanced social emotional skills, positive behaviors, and improved relationships amongst students and adults	<b>...which leads to...</b> a decrease in misconducts by 50%, increased attendance by 3%, achieve strong ratings in collective responsibilities, emotional health, and teacher and school commitments.
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**Tags:**  
MTSS, 5 essentials, Academic mtss, Academic acheivement, Academic behaviors, Behavior managment and classroom norms posted, 2nd step vocabulary, Social and emotional climate, Social emotional learning standards, Agency, authority and identity, Social responsibility skills included and explicitly named in the expectation of behavior, Social responsibility taught to all students school wide, Academic mindset, Attendance improvement

**Area(s) of focus:**  
4

Action step	Responsible	Timeframe	Status
Complete quarterly Second Step walk-through , analyze and evaluate the walk-through data; looking closely for trends and patterns and provide feedback to teachers by November 1, 2018.	Principal	Oct 1, 2018 to Nov 1, 2018	Not started

**Professional development, Social emotional assessment, Social emotional learning standards**

Determine professional development needs of the staff and plan for differentiated professional development centered on restorative practices by August 31, 2018.	CCC	Jul 2, 2018 to Aug 31, 2018	Not started
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**Social emotional learning, Professional development plan, Social emotional learning standards**

All teachers will Integrate Second Step concepts into instruction and into common spaces throughout the building.	CCC	Jul 16, 2018 to Aug 10, 2018	Not started
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**Social emotional learning, Social emotional assessment, Social emotional learning standards**

Schedule and implement 30- 40 minutes dedicated weekly Second Step block in master school schedule.	Teachers, administration, and CCC	Sep 3, 2018 to Jun 20, 2019	Not started
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**Second step**

Establish a menu of interventions and assigned school based and community providers for Tier 2, Tier 3, and behavioral needs by October 5, 2018.	BHT and administration	Jul 9, 2018 to Oct 5, 2018	Not started
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**Cycles of continuous improvement, Team work**



In collaboration with BHT and administration, develop a restorative discipline system for office managed behavior that includes restorative and SEL responses and interventions by October 5, 2018.

BHT

Jul 10, 2018 to  
Jul 24, 2018

Not started

#### Professional Learning, Social emotional learning, Teamwork

BHT will meet weekly and follow established protocols for referring, tracking, and monitoring Tier 2 and Tier 3 interventions.

BHT

Sep 11, 2018 to  
Jun 18, 2019

Not started

#### Progress monitoring, Teamwork, Improvement

### Action Plan

#### Strategy 1

ON-TRACK

During summer planning, the team will examine a scope and sequence of the major disciplines to decide if it is to be used school-wide ( Math: Engage NY, ELA: Pearson Realize, Sci: NGSS support systems on CPS KC, SS: Pearson MyWorld)"

Aug 27, 2018 to Jun 28, 2019 - Grade Level teams of teachers

### Status history

May 21

ON-TRACK

May 21, 2018

#### Evidence

Meetings are progressing as planned

ON-TRACK

By the fall of 2018, we will adopt Creative Curriculum Unit studies centered on Science and Social Studies for PK."

Aug 27, 2018 to Jun 28, 2019 - PK Head Teacher, Curriculum Liasion

### Status history

May 21

ON-TRACK

May 21, 2018

#### Evidence

Studies last 5 weeks, lesson plans monitored by head teacher

NOT STARTED

Invitation to a summer planning and preparation block for scope and sequence by July 2, 2018"

Jul 02, 2018 to Jul 27, 2018 - Administration, Grade Level teachers

### Status history

May 21

NOT STARTED

May 21, 2018

#### Evidence

Planning is progressing

NOT STARTED

By August 21, 2018, the ILT will create a protocol for lesson observations to be used by the ILT to increase collaboration between teachers while receiving honest and constructive feedback as evident by increased teacher capacity for rigorous instruction and collaborative student level decisions."

Jul 09, 2018 to Aug 21, 2018 - Administration, and ILT

### Status history

May 21

NOT STARTED

May 21, 2018

**Evidence**

Meetings are being planned for the first month of the school year for having the protocol completed.

NOT STARTED

Create an observation protocol and share it with the staff and call for volunteers by August 27, 2018 which is the opening professional development day."

Aug 27, 2018 to Sep 28, 2018 - ILT

## Status history

May 21

NOT STARTED

May 21, 2018

**Evidence**

Observation Protocol

NOT STARTED

Quarterly, teachers will videotape, watch, and debrief a peer's lesson using the protocol and summit look-fors."

Nov 05, 2018 to Jun 14, 2019 - Non-ILT teacher volunteers, ILT

## Status history

May 21

NOT STARTED

May 21, 2018

**Evidence**

Teachers will have a sign-up for observation.

## Strategy 2

NOT STARTED

Set beginning of the year personal SMART goals for students which will be revisited quarterly for progress monitoring"

Sep 17, 2018 to Jun 13, 2019 - Homeroom teacher

## Status history

May 21

NOT STARTED

May 21, 2018

**Evidence**

Copies of SMART goals will be placed in a binder (teacher and student)

NOT STARTED

Teachers will implement student journal reflections focused on growth mindset weekly (AAI)."

Sep 21, 2018 to Jun 14, 2019 - Homeroom teacher

## Status history

May 21

NOT STARTED

May 21, 2018

**Evidence**

Once a week for students to write on their personal goal.

NOT STARTED

Throughout the school year, learning goals will become more differentiated and relevant by including student and teacher created choice boards"

Aug 27, 2018 to Jun 28, 2019 - Homeroom teachers

## Status history

May 21

NOT STARTED

May 21, 2018

**Evidence**

Reflected in lesson plans

NOT STARTED

Establish the practice of teacher and peer writing conferencing during the first week of school"

Aug 27, 2018 to Jun 28, 2019 - Writing/Homeroom teachers

## Status history

May 21

NOT STARTED

May 21, 2018

**Evidence**

Conferencing schedule reflected in the lesson plans, shared at grade level meetings when using the structured writing protocol.

### Strategy 3

ON-TRACK

ILT will review the developed school-wide scope and sequence to triangulate the tasks for quarterly planning."

Aug 27, 2018 to Sep 28, 2018 - ILT, administration

## Status history

May 21

ON-TRACK

May 21, 2018

**Evidence**

Meetings have been scheduled

NOT STARTED

During the first week of school, we will disseminate tasks to staff for math P-8."

Aug 27, 2018 to Jun 28, 2019 - ILT, administration

## Status history

May 21

NOT STARTED

May 21, 2018

**Evidence**

Copy of year-long plan with associated tasks

NOT STARTED

Bi-weekly, we will monitor and review the tasks by examining student work using a structured protocol"

Sep 12, 2018 to Jun 19, 2019 - ILT, administration

## Status history

May 21

NOT STARTED

May 21, 2018

**Evidence**

ILT agenda items

NOT STARTED

We will establish a criteria for awarding student and staff completion, including recognizing excellence during the first ILT Meeting, September 10, 2018."

## Status history

May 21

NOT STARTED

May 21, 2018

**Evidence**

ILT agenda item with associated rubric

NOT STARTED

Each summit cycle learning will be used to inform our implementation of cognitive demand to improve teacher practice."

Aug 27, 2018 to Jun 14, 2019 - Summit Leads

## Status history

May 21

NOT STARTED

May 21, 2018

**Evidence**

Summit Learning Look-fors by T&L

### Strategy 4

NOT STARTED

Complete quarterly Second Step walk-through , analyze and evaluate the walk-through data; looking closely for trends and patterns and provide feedback to teachers by November 1, 2018."

Oct 01, 2018 to Nov 01, 2018 - Principal

## Status history

May 21

NOT STARTED

May 21, 2018

**Evidence**

Survey results and walk-through summary

NOT STARTED

Determine professional development needs of the staff and plan for differentiated professional development centered on restorative practices by August 31, 2018."

Jul 02, 2018 to Aug 31, 2018 - CCC

## Status history

May 21

NOT STARTED

May 21, 2018

**Evidence**

Professional development calendar

NOT STARTED

All teachers will Integrate Second Step concepts into instruction and into common spaces throughout the building."

Jul 16, 2018 to Aug 10, 2018 - CCC

## Status history

May 21

NOT STARTED

May 21, 2018

**Evidence**

Integrated lesson plans, visual evidence in the hallways

**NOT STARTED** Schedule and implement 30- 40 minutes dedicated weekly Second Step block in master school schedule."

Sep 03, 2018 to Jun 20, 2019 - Teachers, administration, and CCC

### Status history



**NOT STARTED** May 21, 2018  
**Evidence**  
Master schedule

**NOT STARTED** Establish a menu of interventions and assigned school based and community providers for Tier 2, Tier 3, and behavioral needs by October 5, 2018."  
Jul 09, 2018 to Oct 05, 2018 - BHT and administration

### Status history



**NOT STARTED** May 21, 2018  
**Evidence**  
Menu of interventions and linkage agreements with the community partners

**NOT STARTED** In collaboration with BHT and administration, develop a restorative discipline system for office managed behavior that includes restorative and SEL responses and interventions by October 5, 2018."  
Jul 10, 2018 to Jul 24, 2018 - BHT

### Status history



**NOT STARTED** May 21, 2018  
**Evidence**  
Verify, Dashboard behavior tracker

**NOT STARTED** BHT will meet weekly and follow established protocols for referring, tracking, and monitoring Tier 2 and Tier 3 interventions."  
Sep 11, 2018 to Jun 18, 2019 - BHT

### Status history



**NOT STARTED** May 21, 2018  
**Evidence**  
Verify, Dashboard behavior tracker

## 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

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.

Manierre Elementary School and Ferguson CPC will hold Parent Advisory Council (PAC) monthly meetings, Parental Brainstorming Meetings (PBM) and Local School Council (LSC) meetings. Manierre teachers provide weekly parent information. Parents are encouraged to join these meetings, agendas will be shared and topics of concern will be addressed. Curriculum Night on September 20, 2018. We will introduce department teams, share the school's vision and mission, highlight current curriculum changes to new programs, inform expectations for attendance and incentives, provide opportunities for parental involvement and communication including promoting school website, social media, email blasts. We will also share the revisions

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

An annual Title 1 Parent Advisory Council (PAC) meeting will be held on September 11, 2018. The Title I PAC Organizational Meeting will occur on October 2, 2018. Both meetings will occur at 9:30 a.m. After meeting with parents, future dates and times will be scheduled. The events will be advertised on flyers distributed to students, the school's website, Facebook, and by speaking with parents.

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.

Manierre/ Ferguson will respond to parental concerns and suggestions from the above listed meetings. Coffee Sip will provide parents a platform where they can formulate suggestions and receive feedback about questions or concerns. This event will take place once a month on a Tuesday.

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.

When it becomes available, Manierre/Ferguson will share student data from ESI-R, ASQ-SE, NWEA, PARCC, mClass, and Dibels, SQRP with parents. Teachers will conference through parent teacher conferences, progress reports and report cards.

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.

Administration at CPS will send a letter home to any student whose teacher is not "Highly Qualified".

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.

This will be accomplished during parent teacher conferences, Parent Portal, IEP Report Cards, mClass Parent Report, NWEA Student Report, Parent University, Understanding Your Child's Report Card, PARCC, and testing accommodations and modifications. Student passwords to Khan Academy, Big Universe, Scoot Pad, Moby Max will be made available to parents, in order to track and monitor progress.

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.

Linking parents to educational technology throughout the year to provide additional academic support to assist parents in working with their children to improve academic achievement. Parents have the opportunity to come to the Parent Room to partner with community organizations and partnerships to increase student learning . Monthly calendars of upcoming activities are provided to inform parents and community of events.

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.

Members of the ILT will inform and communicate with teachers researched based strategies to build relationships and communication with parents during professional development. Prior teachers who have built relationships with parents, will communicate and share information. CARE Training, SEL, DePaul will train staff in order to build and maintain positive relationships with parents.

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.

Manierre/Ferguson sends out a monthly calendar which outlines all additional resources and activities which include: Literacy Workshops with UIC; Monthly U of I Nutritional Workshops; Book Sharing: Importance of Homework; Child Development; Personal Development; Financial Literacy; Math at Home; Math Talks; . Orientation is mandated the first month of school for all Pre-K parents. Additional resources are provided by the School Community Rep, who facilitates home visits, provides individual resources to parents as needed.

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.

Schools will communicate pertinent information through flyers and other notices, monthly calendars, newsletters, website, social media, e mail blasts, phone calls. As needed, these materials are sent out in other languages.

#### 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)

N/A

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

George Manierre Elementary/Catherine Ferguson CPC will be a school in which there is respect. Our teachers and staff will be understanding of our children's needs. Our engagement with families will forge a strong connection between home and school. Curricula will consist of rigorous, relevant, high quality programs to fulfill students' goals and potential for success in college, career, and life. In addition to core academics, we will have conflict resolution services that include problem solving, restorative justice, and promoting harmony in classrooms and school-wide. Manierre and Ferguson CPC's students will be lifelong learners who contribute positively to the global society.

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

Manierre will hold parent teacher-conferences during the first and third quarter each year. The dates are as follows: November 14th and April 10th.

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

Parents will receive student progress reports on the 5th, 15th, 25th and 35th week of school. Teachers will complete failure notices to make parents aware of the possibility of failure during these intervals. Teachers will provide a remediation plan detailing action steps, who is responsible, provides a deadline and includes progress monitoring.

Parents will be updated about important school events monthly by way of an email blast, monthly calendars, and website updates.

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

Staff are available for parent conferences during their preparation and planning periods. Teachers will make available times that they can be contacted outside of school hours. Teachers will prioritize the parent's schedules to accommodate meetings.

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.

Teachers will make volunteering opportunities readily accessible to parents. Parents are required to adhere to CPS's volunteer policy and procedures. The parent resource room is planning on holding a workshop to help parents with the process of getting approved to volunteer. Flyers will be distributed at common residences. Parents are also encouraged to attend field trips.

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

Parents will support their children's learning by signing up for Parent Portal and Class Dojo (a school-wide behavior monitoring program). Parents will receive frequent updates about their child's attendance. Parents are provided access to the computer programs at use in the school so that they can be integrated into their home life.

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

Parents will be invited and encouraged to come to Curriculum Night, Literacy Nights, Parent-Teacher Conferences, Holiday Assemblies, Parent Workshops and the State of Manierre Address. Parents will be invited to Coffee Sips (monthly). The State of Manierre Address will be coupled with parent engagement activities.

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

All students will access Student Portal for grades, homework assignments and attendance. Students will be able to access Class Dojo to monitor their behavior. Students will be setting personal academic and SEL goals, weekly. In the primary and middle school cohorts, teachers will be implementing some personalized learning practices, which holds them accountable for their own progress and learning. Students have the ability to sign up for after-school tutoring at Manierre or through external partners.

## 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.

Our goal for Manierre Elementary and Ferguson CPC is to develop structures designed to encourage and monitor parent involvement. Procedures for logging parent participation will be refined. Tracking parent involvement will be used for incentives for parents. Parents are provided with a monthly calendar that has a menu of workshops available on the following topics: Child development, parenting and school involvement, personal development and self-esteem, language, literacy, math and science, consumer/financial literacy, educational home arts and crafts, cooking/nutrition, career, education, and professional development, field experiences, health, safety and nutrition, and community resources.

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.	\$	250	.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.	\$	576	.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.	\$	500	.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)	\$	250	.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.	\$	515	.00
55005	<b>Furniture and Equipment</b> Must have a parent room or a secure place to keep furniture/equipment. Cannot be placed in the main office or where staff and students have access too. To by used only by parents.	\$	Amount	.00