



Harold Washington Elementary School (/school-plans/460) / Plan summary

2016-2018 plan summary

Team

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Team meetings

Date	Participants	Topic
04/04/2016	ILT Team Members	SEF assessment
04/08/2016	ILT Team Members	SEF assessment

School Excellence Framework

Culture of & Structure for Continuous Improvement

4 of 4 complete

Leadership & Collective Responsibility:

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

Score

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"At the beginning of the school year Principal presented a state of the school address where parents and community members attended. She shared school data (attendance, NWEA, TRC, Dibels, mClass), school goals for 2015-16. Parent workshops were presented to inform parents of reading and strategies.

Principal held one-on-one conferences with teachers at least three times a year based on teacher goal setting. Teachers were also required to turn in weekly assessment monitoring sheets.

At the beginning of the school year teachers held individual conferences with students to set NWEA goals. Principal monitored NWEA, TRC data as well as quarterly TTM and weekly Stride Academy reports.

During weekly common planning sessions, the principal created a learning system where teachers monitored instruction. The principal also clarified the school's vision for instructional practice through one-on-one conferences to discuss teacher's professional growth to determine goals and benchmarks, monitor quality of instruction and drive continuous improvement by reviewing samples of student work and common core application within core subjects.

The principal assigned PSRP's and ancillary staff with "push-in" duties to support primary teachers' for DIBELS and interventions. Stride Academy and afterschool programs nurtured a culture of college and career readiness through clarity of vision and student supports."

Principal has monthly meetings with the LSC and PAC members to inform them what is going on with the school. Principal explains what tasks are being taught and how students are doing on school-wide assessments. She shares the Dashboard data and explains how the school is doing every 5 weeks (attendance, grades, misconducts, etc.).

There are quarterly parent's workshops held by teachers and ILT members to inform them what strategies they can use to enhance their child academics. Teacher and ILT share with parents several resources to use on website to help their child with homework as well as standardize tests.

Guide for Leadership & Collective Responsibility

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

Evidence, Measures, and Standards

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

Instructional Leadership Team:

Score

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

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ILT involved teachers from all departments (primary, intermediate, middle school, and special education). ILT focused on implementing Common Core Standards in teachers' lessons. The ILT provided professional development directly to teachers within specific grade level bands. The ILT planned and implemented the quarterly parent workshops. The ILT members regularly reviewed student test data.

Through data from ILT walkthroughs there were observable data (the use of grouping and how teachers were grouping) evidence that the ILT's professional developments and data review had a positive impact on instruction however the results were inconsistent across all grades.

ILT meet twice a month with a clear focus for each meeting. They generate 5 weeks Interim Assessments for the school-wide testings. After viewing assessments (MOY NWEA, TRC and Interim Assessments), ILT discusses strategies with teachers so that they can implement them in their practices.

There are quarterly parent's workshops held by teachers and ILT members to inform parents what strategies they can use to enhance their child academics. ILT also share with parents different resources to use on website to help their child with homework as well as standardize tests.

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">✓ ILT Effectiveness Rubric Score✓ ILT artifacts (e.g. agenda, calendar, protocols, minutes)✓ Evidence that work of ILT has contributed to positive outcomes for students and staff✓ Teacher team agendas/minutes reflective of ILT focus
Measures	✓ Five Essentials: Instructional Leadership
Five Essentials	Effective Leaders Collaborative Teachers
CPS Framework for Teaching	4a. Reflecting on Teaching & Learning 4d. Growing and Developing Professionally 4e. Demonstrating Professionalism
CPS Performance Standards for School Leaders	A1. Assesses the Current State of School Performance and Develops a CIWP A2. Implements Data Driven Decision Making and Data Driven Instruction B5. Supports Teacher Teams

Professional Learning:

Score

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

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Throughout this school year, teacher teams collaborated in grade bands to analyze data. Some staff members participated in Professional Learning opportunities to be implemented in their classrooms and shared with colleagues and teacher teams. There were limited opportunities for peer coaching and feedback. Teachers have opportunities to share strategies, challenges and problem solving during common planning. Administrators conduct REACH observations and provide effective feedback. Learning experiences for new teachers are limited and can be improved so that new staff members are coached and supported during the year.

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

Aligned Resources:

Score

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.

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Prior to the start of the 2015-2016 school year, school administrators met to reassign teachers to grade levels in which they were best suited to meet student needs. There was a need for an aligned middle school math curriculum, all grades have received current CCSS resource materials, and STRIDE, which supports NWEA as well as CCSS. Daily scheduling includes small group instruction, core instruction, and any necessary interventions or assessments. Our teacher schedules were also revised to support common planning according to content bands, whereas previously common planning was by grade bands.

Partnerships include Concerned Christian Men, Black Star Project, and Tree of Life Missionary Church, Chicago Children's Choir, and Kid's Millionaire.

Guide for Aligned Resources

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

Evidence, Measures, and Standards

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

Curriculum:

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

Score

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Network 12's pacing guides were used for core subjects in grades. Grade level bands (primary, intermediate, upper) met weekly to discuss student work samples, assessment data and lesson planning, pacing charts. Text used for instruction is focused on nonfiction and fiction and has grade appropriate complexity. Stride (a research based online program for grades Pr-K-8 that differentiates based on the students reading and math level), LLI (K-2), are use to provide further supports intensive students and diverse learners.

Guide for Curriculum

- **Adhere to the CPS Content Frameworks** (Math (<https://sites.google.com/a/cps.edu/kc/curriculum/content-area-subpages/library-science/cps-virtual-library/math-content-framework---virtual-library>), Science (<https://sites.google.com/a/cps.edu/kc/curriculum/content-area-subpages/science/cps-science-content-framework>), Social Science (<https://sites.google.com/a/cps.edu/kc/curriculum/content-area-subpages/social-science-1/social-science-content-framework-3-0>), and Literacy (<https://sites.google.com/a/cps.edu/kc/curriculum/content-area-subpages/literacy/cps-literacy-content-framework-2-0>)) **to ensure alignment of scope and text and task complexity.**
 - Provide a range and depth to knowledge and understanding of learning experiences that are language and content rich.
- **Align units of instruction (horizontally/vertically) to scope and sequence maps and pace units and lessons appropriately.**
 - Focus so units can be adequately addressed in the time available.
 - Examine formative data to determine mastery and pace. Discuss how much time it takes to adequately address the essential elements, and the viability of documents that articulate essential content and timing of delivery (e.g. pacing guides, curriculum maps).
- **Utilize the 'big ideas' that should be taught to determine whether students are being taught the body of knowledge, the understandings and the skills expected.**
 - Identify the essential understandings – what students should learn in greater depth. In other words, know 'covering everything but learning nothing' does not work.
- **Expose and extend opportunities for all students to grade appropriate levels of text complexity in all types of texts, including informational in all content areas.**
 - Articulate language goals that are separate from and support content goals. Literacy - reading, writing and speaking are essential 'learning tools' across the curriculum (disciplinary literacy).
- **Engage all learners in content areas by fully integrating opportunities for all learners, including:**
 - Diverse learners to demonstrate core knowledge and skills.
 - English Learners to develop academic language to demonstrate mastery.
 - Use English and native language development in addition to content standards to differentiate for English learners.
 - Understand research and implement programs to develop native language literacy for English learners.
 - Advanced learners to extend core knowledge and skills.
- **Distinguish qualitatively and quantitatively between 'regular courses' and 'advanced courses' (e.g. AP (<http://apcentral.collegeboard.com/home>), gifted (<https://docs.google.com/a/cps.edu/viewer?a=v&pid=sites&scid=Y3BzLmVkdXxrY3xneDoyYjllNGI4MmY3YTlxYTgz>), etc.)**
- **Integrate academic and social emotional learning.**
- **Reach outside of the classroom for real world (or simulated) application. For example,**
 - Incorporate web capabilities for interactivity and information sharing.
 - Integrate field-based learning through partnerships with city institutions (e.g. museums (<https://sites.google.com/a/cps.edu/kc/home/teachers/museum-resources>)), colleges, universities, and community based organizations.

Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none">✓ Curriculum maps, vertical/horizontal✓ Sequencing and pacing guides✓ Thematic units which cover multiple disciplines✓ Comprehensive unit plans including assessments
Measures	<ul style="list-style-type: none">✓ SQRP Attainment and Growth
Five Essentials	<ul style="list-style-type: none">Ambitious InstructionEffective LeadersCollaborative Teachers
CPS Framework for Teaching	<ul style="list-style-type: none">3a. Communicating with Students3c. Engaging Students in Learning1a. Demonstrating knowledge of content and pedagogy1d. Designing Coherent Instruction
CPS Performance Standards for School Leaders	<ul style="list-style-type: none">B1. Implements Curricular Scope and Sequence and Reviews Instructional PracticesC1. Creates a Culture that Supports Social Emotional Learning and Effective Effort

Instructional Materials:

Score

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)

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At the beginning of the year the teachers in grades K-8 were provided instructional materials for Common Core Reading and Math. In addition, Stride were purchased and are available to grades Pre-K-8 for the purpose of increasing students' reading and math. Common Core resources (mapping, etc.) and Smartboard Technology are also used to support instruction and differentiation.

Guide for Instructional Materials

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

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

Evidence, Measures, and Standards

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

Rigorous Student Tasks:

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

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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)

The ILT designed the Interim Assessments every five weeks for the school-wide testing. Teachers analyze their assessments and reteach the skills that students missed and retest them. Over half of the students increased test scores after retesting, but only 55%-60% passed the exam. Some practices are inconsistently evident of students' tasks and/or assessments.

The principal regularly examines students' work with teachers during common planning meetings, peer feedback and evaluation of weekly learning tasks show 60% student tasks evaluated score a 2 or 3 on the Depth of Knowledge rubric for reading and math and 55%-60% of the students passed the school-wide Interim Assessment (every 5 weeks).

In reading, classroom observations and internal walkthroughs conducted by the ILT show that students access complex text in 60% of the reading classes with students reading independently for the purpose of analyzing, evaluating and synthesizing complex text. In math, 70% of the students are constructing viable arguments, critiquing reasoning of others and using attend precision.

Gradebook grades are compared to MOY NWES (Reading 39.5% and Math 30.7%) and TRC (48%) results to determine if scores are correlated. There were some discrepancies with the rigor of the tasks and assessments for the units of study in reading (analyze, evaluate and synthesize information) and math (procedural fluency, conceptual understanding and application) has not been consistent in comparison to reading and math.

Principal is engaging staff in professional development to address rigorous tasks for both reading and math. The Principal holds teacher's accountable for incorporating rigor tasks/assessments using the Depth of Knowledge rubric and within the weekly lesson plans.

Guide for Rigorous Student Tasks

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

Evidence, Measures, and Standards

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

Transitions, College & Career Access & Persistence:

Score

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

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Information provided to the teachers for their students concerning career and college will be reviewed by the teachers and counselor to ensure that students are making growth in their career and college goals. Our academic courses in middle school are rigorous and designed to have students achieve at above average levels. Our middle school students will utilize the Naviance website which is a college and career readiness website. When students begin the high school application process, students are steered to high schools which meet their individual career interests. Students meet with the counselor individually to select the best high schools to apply based on their individual career choices. The school held a career day to encourage and expose eighth grade students to the various careers.

Guide for Transitions, College & Career Access & Persistence

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

- Researching/comparing options including short and long-term financial outcomes, comparing college graduation rates, and other statistics to narrow down options.
- Researching living wage options such as an apprenticeship or certification programs for students who wish to work after high school and/or want to delay college.
- Applying to multiple colleges—generally three or more.
- Navigating financial aid and capitalizing on grant and scholarship opportunities.

Evidence, Measures, and Standards

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

Expectations for depth & breadth of Quality Teaching

3 of 3 complete

Instruction:

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

Score

1 2 3 4

Learning objectives, directions, and procedures are communicated in each classroom, which can be observed through administration observations and ILT walk-throughs. Students are engaged in a variety of academic tasks not just multiple-choice. Teachers provide more opportunities for students to provide written responses. Direct instruction is provided through whole group and small group instruction. More teachers regularly use formative assessment data to plan lessons, monitor instruction, and check for understanding.

Guide for Instruction

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

- **Persist in adjusting instruction so individual student misunderstandings or advanced needs are successfully accommodated.**
 - Intervene in a timely and effective way to help students who are struggling.
 - When formative assessments show a need for intervention or enrichment, make effective impromptu adjustments that individualize instruction.
 - Use progress monitoring data to trace effectiveness of interventions and student response to intervention.

Evidence, Measures, and Standards

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

Multi-Tiered System of Support:

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

Score

1 2 **3** 4

Harold Washington Elementary School systematically used DIBELS, TRC and NWEA data to identify students in need of intervention. Classroom teachers made use of available resources to provide small group instruction, which served as intervention and/or enrichment for targeted students. Classroom teachers provided one-on-one support. Special education teachers collaborate with general education teacher to provide support to some Tier 3 general education students.

Guide for Multi-Tiered System of Support

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

Evidence, Measures, and Standards

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

Balanced Assessment & Grading:

Score

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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.

Assessment

Teachers were presented with the latest assessment data at the beginning of the school year along with the school wide and grade specific assessment goals. Each grade level used a comprehensive set of assessments; NWEA, DIBELS, TRC, mClass Math, School-wide assessment, progress monitoring (Primary k-2), formative and summative to monitor student learning on a frequent basis.

At the beginning of the year, teachers use data from Universal Assessments to set school-wide and grade-level goals. Throughout the year up-to-date data from various assessments (NWEA, TRC, DIBELS, etc.) is shared with teachers and analyzed in order to adjust or modify core lessons and small group instruction.

Progress Monitoring is on-going via DIBELS, TRC, mClass Math, Stride, weekly quizzes/assessments and Interim Assessments.

Teachers create or select a variety of formative and summative assessments which are included in weekly lesson plans. Teachers assess student learning via quarterly projects in various subjects (science, social science, etc.).

For testing, general education and special education teachers collaborate to ensure diverse learners receive the appropriate accommodations and modifications.

Grading

Teachers use a uniform grading weight scale. An assessment schedule is provided every quarter with due dates for quizzes, tests, or interim assessments. Gradebook entries are uniform because teachers follow a weekly schedule for entering grades for specific categories. Parents are informed of students' progress via progress reports and parent-teacher conferences.

Guide for Balanced Assessment & Grading

- Use multiple measures (i.e. a range of assessment types and at multiple points in time) to supplement district-centralized assessments with other formative assessments to provide a more comprehensive picture of student learning.
- Use screening, diagnostic, and progress monitoring assessment to correctly identify specific gaps and monitor improvement, especially for students receiving Tier 2 and 3 services, in addition to Tier 1 core instruction. (also see *MTSS and Instruction*)
- Make assessments accessible to students, including diverse learners and English Learners through employing features of universal design (<http://www.udlcenter.org/aboutudl/udlcurriculum>) and use of accommodations and, where needed, modifications.
 - Provide accommodations in presentation (i.e. how assessment text and tasks are presented to students), response (i.e. how students provide their

- answers), and/or setting/timing (i.e. scheduling/location of assessment).
- **Utilize assessments that reflect the key shifts in literacy and mathematics in teacher created or selected assessments.** (see Rigorous Student Tasks)
- **Utilize assessments that measure the development of academic language for English learners.**
- **Have access to and analyze school-wide, teacher team, and classroom assessment data to determine instructional effectiveness and subsequent learning needs**
- **Improve and promote assessment literacy.**
 - Work together on building common assessments within a department, course, or grade level team.
 - Invest resources in helping teachers evaluate and improve the quality of formative assessments. For example, use the Assessment Design Toolkit (<http://www.csai-online.org/spotlight/assessment-design-toolkit>).
 - Use common protocols and calibrate on scoring and grading in teacher teams.
 - Analyze quality and alignment of assessments and tasks to ensure they meet the expectations of the standards and embed various levels of complexity.
- **Have a grading system that clearly, accurately, consistently, and fairly communicates learning progress and achievement to students, families, postsecondary institutions, and prospective employers.**
 - Ensure that students, families, teachers, counselors, advisors, and support specialists have the detailed information they need to make important decisions about a student's education.
 - Measure, report, and document student progress and proficiency:
 - Against a set of clearly defined cross-curricular and content-area standards and learning objectives collaboratively developed with staff.
 - Separately from work habits, character traits, and behaviors, so that educators, counselors, advisors, and support specialists can accurately determine the difference between learning needs and behavioral or work-habit needs. academic mindsets and behaviors (CCSR).
 - Ensure consistency and fairness in the assessment of learning, and assignment of scores and proficiency levels against the same learning standards, across students, teachers, assessments, learning experiences, content areas, and time.
 - Ensure grades are not used as a form of punishment, control, or compliance.

Evidence, Measures, and Standards

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

Expectations for Quality & Character of School Life

6 of 6 complete

Culture for Learning:

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

Score

1 2 3 4

Harold Washington Elementary School is dedicated to providing an overall school environment that fosters a mutual respect and rapport among all stakeholders. The school has worked hard to make school climate and culture a priority by putting "The Pacer's Way" in the forefront of all that we do and aspire to achieve. Through the development and implementation of a school wide behavior system, expectations are clear and consistent throughout the school. Teachers, students, and parents are aware of the expectations as well as the positive and negative consequences that align to them. Students are held to a high standard academically and teachers offer an "open door" approach to feedback as well as opportunities to improve individual learning and achievement through student/teacher conferences, small group instruction, and additional opportunities to improve assessment performance. The school also takes great pride in their legacy and works hard to uphold the prestigious reputation of their namesake, Mayor Harold Washington. This is evident through the school decorations, museum display and the dedication of each classroom which is named for a noted African or African American, recognizing the predominate culture of the school (98.7 African American).

Most staff members reinforced school expectations for all students to aspire to be college and career ready using CCSS. Students were learning how to think deeply through all core subjects. They were constructing logical arguments, critiquing each other's reasoning and understanding the perspective of others. Most teachers had classroom discussions that allowed students to voice their opinions about what's going on in their classroom and around the school. Middle school students had a voice through elected student council and are able to meet with administrators. Middle school and intermediate (3-8) floors look like a college town with every classroom named after traditionally black colleges. School counselor, 8th grade math teacher, and assistant principal met with students in 8th grade to teach them how to calculate their grade point average and provided them with a list of colleges their current GPA would be accepted by.

Guide for Culture for Learning

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

Evidence, Measures, and Standards

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

Relational Trust:

Score

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

1 2 3 4

Students have bonded with some adults through the numerous after-school enrichment, academic and sports programs. Patterns of interactions between adults and students are mainly respectful. Students were given the opportunity and are encouraged to express their side without interruption when there has been a quarrel. Students are reminded that while they may be having a heated discussion, they are still to speak respectfully to each other and with adults. Students with disabilities were integrated in the general education classroom for all ancillary classes. Diverse Learners participated with their homeroom class in auditorium presentations. After school programs as well as all extra-curricular activities are available to them if desired. Programs for students have been implemented to address the present needs of the student body at various grade levels. For example, grade level mentoring programs have been implemented for middle school girls, and leadership programs have been implemented for high performing middle school boys. Counseling is provided on an individual basis to students in need through the referral program.

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

Student Voice, Engagement, & Civic Life:

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

Score

1 2 3 4

Most teachers had classroom discussions that allowed students to voice their opinions about what's going on in their classroom and around the school. Middle school students had a voice through elected student council and are able to meet with administrators. Middle school and intermediate (3-8) floors look like a college town with every classroom named after traditionally black colleges. School counselor, 8th grade math teacher, and assistant principal met with students in 8th grade to teach them how to calculate their grade point average and provided them with a list of colleges their current GPA would be accepted by.

HWES provided the following extracurricular programs: Charm, Basketball, Strings, Band, Concerned Christian Men, Yearbook Staff, JROTC, Joffrey Ballet, Art Club, Junior Beta Club. In addition the school offers Saturday Accelerated classes.

Guide for Student Voice, Engagement, & Civic Life

Students...

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

Evidence, Measures, and Standards

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

Safety & Order:

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

Score

1 2 3 4

"Whole classrooms and individual students were rewarded for perfect attendance during designated periods. In addition, Harold Washington Elementary School implements student/staff conferences, parent/student/staff conferences, afterschool detention, in school suspension and out of school suspension.

Security was maintained at the front desk. Anyone entering the building had to ring the bell to gain admittance. Guests are welcomed at the security desk and directed from there to the main office. Students in the mobile classrooms are escorted to and from the main building by an adult

On the My School, My Voice survey, students indicated that they felt safe in the school, but not outside the school.

In response to students' concerns about safety outside around the school and between home the school allocated funds for security to work the late afternoon hours at school. In addition, staff members provide supervision at the corners of the school grounds at dismissal."

Guide for Safety & Order

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

Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> ✓ MVMS score – "Safety" ✓ % of teachers proficient or distinguished in 2c (Management of Transitions) on the Framework for Teaching? ✓ Examples of teacher practice improving in Domain 2 of the Framework for Teaching. ✓ School Climate Standards Rubric/Assessment
Measures	<ul style="list-style-type: none"> ✓ Five Essentials – Supportive Environment score ✓ My Voice, My School Survey "Safety" score
Five Essentials	Supportive Environment
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

Restorative Approaches to Discipline:

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

Score

1 2 3 4

Through the development and implementation of a school wide behavior system, expectations are clear and consistent throughout the school. Teachers, students, and parents are aware of the expectations as well as the positive and negative consequences that align to them. "The Pacer's Way" gives students a guideline of positive ways they should interact with their peers and adults within the building as well as appropriate ways to complete daily school activities such as transitioning through the hall, restroom breaks, lunch and recess transitions, as well as communication within the classroom. Students are given opportunities by the teachers and administrators to practice positive behaviors after receiving regular modeling from the teachers and staff. Positive praise and tangible rewards are given to those individuals and classrooms displaying "Pacer" appropriate behavior as well as perfect attendance. Rewards are given during designated periods, assemblies and through involvement in leadership groups such as Leaders are Achievers, CHARM, and positive mentoring programs. In addition, Harold Washington Elementary School implements student/staff conferences, parent/student/staff conferences, after-school detention, in school suspension and out of school suspension when negative consequences are necessary.

Guide for Restorative Approaches to Discipline

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

Evidence, Measures, and Standards

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

Parent Partnership:

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

Score

1 2 **3** 4

There was a great deal of communication with parents through the use of our school website, newsletters, flyers, posters, parent meetings and phone calls. The school held quarterly parent workshops to engage parents in the school expectations and goal for college and career readiness. The workshop provided a means for parents to assist their children to achieve. School has welcoming atmosphere for parents as well as guests. However, we need to work on more ways to involve families in authentic and engaging activities. The principal empowers and motivates families and communities to become active members of the PAC and LSC. The school provided frequent opportunities for families and community to visit the school for school assemblies, parent workshops, and award ceremonies.

Guide for Parent Partnership

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

Evidence, Measures, and Standards

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

School Excellence Framework Priorities

Score Framework dimension and category

Area of focus 0= Not of focus

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

Goals

Required metrics (Elementary)

0 of 18 complete

	2014-2015 Actual	2015-2016 Actual	2016-2017 Goal	2017-2018 Goal
National School Growth Percentile - Reading				
(Blank)	87.00	13.00	(Blank)	(Blank)
National School Growth Percentile - Math				
(Blank)	79.00	27.00	(Blank)	(Blank)
% of Students Meeting/Exceeding National Ave Growth Norms				
(Blank)	67.00	(Blank)	(Blank)	(Blank)

African-American Growth Percentile - Reading

(Blank)	87.00	11.00	(Blank)	(Blank)
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Hispanic Growth Percentile - Reading

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

(Blank)	(Blank)	(Blank)	(Blank)	(Blank)
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Diverse Learner Growth Percentile - Reading

(Blank)	77.00	1.00	(Blank)	(Blank)
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African-American Growth Percentile - Math

(Blank)	79.00	30.00	(Blank)	(Blank)
---------	-------	-------	---------	---------

Hispanic Growth Percentile - Math

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

English Learner Growth Percentile - Math

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

Diverse Learner Growth Percentile - Math

(Blank)	64.00	37.00	(Blank)	(Blank)
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National School Attainment Percentile - Reading (Grades 3-8)

(Blank)	32.00	19.00	(Blank)	(Blank)
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National School Attainment Percentile - Math (Grades 3-8)

(Blank)	42.00	42.00	(Blank)	(Blank)
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National School Attainment Percentile - Reading (Grade 2)

(Blank)	15.00	37.00	(Blank)	(Blank)
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National School Attainment Percentile - Math (Grade 2)

(Blank)	79.00	45.00	(Blank)	(Blank)
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% of Students Making Sufficient Annual Progress on ACCESS

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

(Blank)	95.20	94.50	95.00	95.30
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My Voice, My School 5 Essentials Survey

(Blank)	(Blank)	(Blank)	(Blank)	(Blank)
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2014-2015 Actual 2015-2016 Actual 2016-2017 Goal 2017-2018 Goal

3rd-8th On-Track

(Blank)

67.70

56.00

70.00

73.00

Strategies

Strategy 1

If we do...

Align our student tasks with Common Core State Standard objectives that reflect the complexity of Webb's depth of knowledge rubric.

...then we see...

Students engaged in complex texts, rigorous math tasks, and relevant student activities

...which leads to...

High quality work and engagement in the content standards.

Tags:

Rigorous tasks, Students tasks, Student success, Academic rigor

Area(s) of focus:

1

Action step ⓘ

Responsible ⓘ

Timeframe ⓘ

Evidence for status ⓘ

Status

During content level meetings school administration will introduce/reintroduce Depth Of Knowledge Rubric For Reading, Writing, And Math to teachers. In addition administration will model for teachers how to use the rubrics to determine the complexity of their assignments for students.

Administration

Sep 6, 2016 to Sep 23, 2016

(Blank)

Not started

Teachers will collaborate during content level meetings and use the depth of knowledge rubric to ensure their task are rigorous for students.

Teachers and administration

Sep 26, 2016 to Jun 2, 2017

Rubric score

Not started

Depth of knowledge, Rubric

Administration and along with ILT team will monitor lesson plans weekly (administration) and samples of student work monthly (ILT) to ensure tasks are CCSS aligned and rigorous..

Administration and ILT

Sep 26, 2016 to Jun 2, 2017

Lesson plans, monitoring tools, DOK rubric scores

Not started

ILT

Strategy 2

If we do...

Implement a social emotional curriculum (Second Step)

...then we see...

Students will learn positive behaviors that through reinforcement by staff will lead to a calmer learning environment.

...which leads to...

Decreased referrals for classroom disruption and defiance.

Tags:

Area(s) of focus:

Action step ?	Responsible ?	Timeframe ?	Evidence for status ?	Status
Collaborate with office of social emotional learning for professional development for staff on Second Step curriculum.	Assistant Principal	May 16, 2016 to May 16, 2016	Training sign-in sheet.	Completed

Behavior supports, Tier 1, Second step

Review the expectations of use of use of second step with teachers and how to implement it into daily instruction.	Administration	Sep 1, 2016 to Sep 2, 2016	Training tentatively planned for the beginning of the school year.	Not started
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Behavior supports, Second step, Monitor

To monitor effectiveness of the program referral data and misconducts will be monitored	adminstration	Sep 6, 2016 to Jun 23, 2017	Verify data	On-Track
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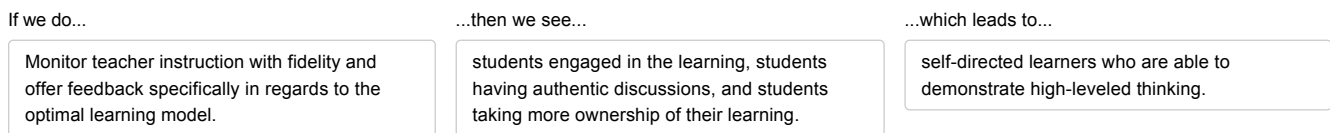
Verify

To ensure program is implemented a rubric will be developed, classrooms will be observed, and teachers will receive feedback on their second step instruction.	(Blank)	Sep 12, 2016 to Dec 16, 2016	(Blank)	Not started
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Educate families about Second Step during open house.	Assistant principal	Sep 6, 2016 to Sep 23, 2016	(Blank)	Not started
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Parent partnerships

Strategy 3



Tags:
Gradual release of responsibility

Area(s) of focus:
2

Action step ?	Responsible ?	Timeframe ?	Evidence for status ?	Status
Optimal learning model will be reviewed with teachers and the expectations from administration will be for what it should look like in the classroom.	Adminstration	Sep 6, 2016 to Sep 30, 2016	(Blank)	Not started

Assessment, Instructional practices, Instructional planning

To ensure that the optimal learning model is being used effectively teachers use assessments before during, and after instruction and adjust instruction as needed.

Teachers

Sep 6, 2016 to Jun 16, 2017

Exit slips, weekly assessments, school wide assessments

Not started

Assessment

Monitor teacher instruction and offer feedback on their use of gradual release

Administration

Sep 6, 2016 to Jun 16, 2017

Network monitoring tools

Behind

Monitoring

Strategy 4

If we do...

...then we see...

...which leads to...

Set up quarterly targeted professional development and peer coaching cycles for teachers on instructional and/or classr

An improvement in instructional practices by participating teachers.

a collaborative environment between teachers and increased student proficiency on assessments.

Tags: Professional Learning, Professional responsibility, Professional learning plan

Area(s) of focus: 5

Action step	Responsible	Timeframe	Evidence for status	Status
Identify teachers in need of peer coaching and needs for professional development on specific strategies for 1st quarter.	Administration and ILT	Sep 6, 2016 to Sep 30, 2016	Classroom observations/ILT walkthroughs	Not started

Classroom observations

Provide professional development/have teachers attend professional development for areas of need. Provide identified teachers with peer coaching for the 2nd quarter.	Administration, teachers, ILT	Oct 3, 2016 to Oct 28, 2016	Professional development feedback, coaching notes/rubric/survey, team notes/agendas, Walk through data	Not started
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Professional development, Peer coaching

Identify teachers in need of peer coaching and needs for professional development on specific strategies for 2nd quarter.	Administration and ILT	Nov 8, 2016 to Nov 25, 2016	Classroom observations/ILT walkthroughs	Not started
Provide professional development/have teachers attend professional development for areas of need. Provide identified teachers with peer coaching for the 2nd quarter.	Administration, teachers, ILT	Dec 5, 2016 to Feb 3, 2017	Professional development feedback, coaching notes/rubric/survey, team notes/agendas, Walk through data	Not started
Identify teachers in need of peer coaching and needs for professional development on specific strategies for 3rd quarter.	Administration and ILT	Feb 6, 2017 to Feb 24, 2017	Classroom observations/ILT walkthroughs	Not started

Provide professional development/have teachers attend professional development for areas of need. Provide identified teachers with peer coaching for the 3rd quarter.	Administration, teachers, ILT	Feb 27, 2017 to Mar 17, 2017	Professional development feedback, coaching notes/rubric/survey, team notes/agendas, Walk through data	Not started
Identify teachers in need of peer coaching and needs for professional development on specific strategies for 4th quarter.	Administration and ILT	Apr 18, 2017 to May 11, 2017	Classroom observations/ILT walkthroughs	Not started
Provide professional development/have teachers attend professional development for areas of need. Provide identified teachers with peer coaching for the 3rd quarter.	Administration and ILT	May 15, 2017 to Jun 16, 2017	Professional development feedback, coaching notes/rubric/survey, team notes/agendas, Walk through data	Not started

Strategy 5

If we do...

Design clear and focused mathematical and ELA units aligned to common core state standards and network pacing maps.

...then we see...

engaging and focused units that ensure mastery and understanding of core skills and concepts by students.

...which leads to...

all learners (diverse and advanced) being fully integrated into academic and social emotional learning.

Tags:

Instruction, Curriculum, Depth of knowledge

Area(s) of focus:

3

Action step

Teachers collaborate in content meeting to create 5-10 week units.

Responsible

Teachers

Timeframe

Sep 6, 2016 to Jun 22, 2017

Evidence for status

lesson plans, curriculum units, classroom work samples

Status

Not started

Collaboration, Units of study

Administration will monitor instruction to ensure units are meeting objectives and offer feedback

Administration

Sep 12, 2016 to Jun 22, 2017

(Blank)

Not started

Monitoring

ILT team will meet quarterly to review units and offer feedback and suggested changes, if needed

ILT

Sep 12, 2016 to Sep 12, 2016

(Blank)

Not started

Action Plan

District priority and action step	Responsible	Start	End	Status
<p>✦ During content level meetings school administration will introduce/reintroduce Depth Of Knowledge Rubric For Reading, Writing, And Math to teachers. In addition administration will model for teachers how to use the rubrics to determine the complexity of their assignments for students.</p> <p>Tags: Rigorous tasks, Students tasks, Student success, Academic rigor</p>	Administration	Sep 6, 2016	Sep 23, 2016	Not started
<p>✦ Teachers will collaborate during content level meetings and use the depth of knowledge rubric to ensure their task are rigorous for students.</p> <p>Tags: Rigorous tasks, Students tasks, Student success, Academic rigor, Depth of knowledge, Rubric</p>	Teachers and administration	Sep 26, 2016	Jun 2, 2017	Not started
<p>✦ Administration and along with ILT team will monitor lesson plans weekly (administration) and samples of student work monthly (ILT) to ensure tasks are CCSS aligned and rigorous..</p> <p>Tags: Rigorous tasks, Students tasks, Student success, Academic rigor, ILT</p>	Administration and ILT	Sep 26, 2016	Jun 2, 2017	Not started
<p>✦ Collaborate with office of social emotional learning for professional development for staff on Second Step curriculum.</p> <p>Tags: Behavior supports, Second step, Behavior supports, Tier 1, Second step</p>	Assistant Principal	May 16, 2016	May 16, 2016	Completed
<p>✦ Review the expectations of use of use of second step with teachers and how to implement it into daily instruction.</p> <p>Tags: Behavior supports, Second step, Behavior supports, Second step, Monitor</p>	Administration	Sep 1, 2016	Sep 2, 2016	Not started
<p>✦ To monitor effectiveness of the program referral data and misconducts will be monitored</p> <p>Tags: Behavior supports, Second step, Verify</p>	administration	Sep 6, 2016	Jun 23, 2017	On-Track
<p>✦ To ensure program is implemented a rubric will be developed, classrooms will be observed, and teachers will receive feedback on their second step instruction.</p> <p>Tags: Behavior supports, Second step</p>		Sep 12, 2016	Dec 16, 2016	Not started
<p>✦ Educate families about Second Step during open house.</p> <p>Tags: Behavior supports, Second step, Parent partnerships</p>	Assistant principal	Sep 6, 2016	Sep 23, 2016	Not started
<p>✦ Optimal learning model will be reviewed with teachers and the expectations from administration will be for what it should look like in the classroom.</p> <p>Tags: Gradual release of responsibility, Assessment, Instructional practices, Instructional planning</p>	Administration	Sep 6, 2016	Sep 30, 2016	Not started
<p>✦ To ensure that the optimal learning model is being used effectively teachers use assessments before during, and after instruction and adjust instruction as needed.</p> <p>Tags: Gradual release of responsibility, Assessment</p>	Teachers	Sep 6, 2016	Jun 16, 2017	Not started
<p>✦ Monitor teacher instruction and offer feedback on their use of gradual release</p> <p>Tags: Gradual release of responsibility, Monitoring</p>	Administration	Sep 6, 2016	Jun 16, 2017	Behind
<p>✦ Identify teachers in need of peer coaching and needs for professional development on specific strategies for 1st quarter.</p> <p>Tags: Professional Learning, Professional responsibility, Professional learning plan, Classroom observations</p>	Administration and ILT	Sep 6, 2016	Sep 30, 2016	Not started
<p>✦ Provide professional development/have teachers attend professional development for areas of need. Provide identified teachers with peer coaching for the 2nd quarter.</p> <p>Tags: Professional Learning, Professional responsibility, Professional learning plan, Professional development, Peer coaching</p>	Administration, teachers, ILT	Oct 3, 2016	Oct 28, 2016	Not started
<p>✦ Identify teachers in need of peer coaching and needs for professional development on specific strategies for 2nd quarter.</p> <p>Tags: Professional Learning, Professional responsibility, Professional learning plan</p>	Administration and ILT	Nov 8, 2016	Nov 25, 2016	Not started
<p>✦ Provide professional development/have teachers attend professional development for areas of need. Provide identified teachers with peer coaching for the 2nd quarter.</p> <p>Tags: Professional Learning, Professional responsibility, Professional learning plan</p>	Administration, teachers, ILT	Dec 5, 2016	Feb 3, 2017	Not started

District priority and action step	Responsible	Start	End	Status
<p>✦ Identify teachers in need of peer coaching and needs for professional development on specific strategies for 3rd quarter.</p> <p>Tags: Professional Learning, Professional responsibility, Professional learning plan</p>	Administration and ILT	Feb 6, 2017	Feb 24, 2017	Not started
<p>✦ Provide professional development/have teachers attend professional development for areas of need. Provide identified teachers with peer coaching for the 3rd quarter.</p> <p>Tags: Professional Learning, Professional responsibility, Professional learning plan</p>	Administration, teachers, ILT	Feb 27, 2017	Mar 17, 2017	Not started
<p>✦ Identify teachers in need of peer coaching and needs for professional development on specific strategies for 4th quarter.</p> <p>Tags: Professional Learning, Professional responsibility, Professional learning plan</p>	Administration and ILT	Apr 18, 2017	May 11, 2017	Not started
<p>✦ Provide professional development/have teachers attend professional development for areas of need. Provide identified teachers with peer coaching for the 3rd quarter.</p> <p>Tags: Professional Learning, Professional responsibility, Professional learning plan</p>	Administration and ILT	May 15, 2017	Jun 16, 2017	Not started
<p>✦ Teachers collaborate in content meeting to create 5-10 week units.</p> <p>Tags: Instruction, Curriculum, Depth of knowledge, Collaboration, Units of study</p>	Teachers	Sep 6, 2016	Jun 22, 2017	Not started
<p>✦ Administration will monitor instruction to ensure units are meeting objectives and offer feedback</p> <p>Tags: Instruction, Curriculum, Depth of knowledge, Monitoring</p>	Administration	Sep 12, 2016	Jun 22, 2017	Not started
<p>✦ ILT team will meet quarterly to review units and offer feedback and suggested changes, if needed</p> <p>Tags: Instruction, Curriculum, Depth of knowledge</p>	ILT	Sep 12, 2016	Sep 12, 2016	Not started

Fund Compliance

Supplemental General State Aid(SGSA)

My school receives SGSA funds

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

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

NCLB Program

NCLB Schoolwide Program

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

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

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

Non-title school that does not receive any Title funds

Parent Involvement in Targeted Assistance and Schoolwide Programs

I verify that the statement below is correct

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

Parent Plan

Parent Involvement Policy

Complete

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

Parents participate through completion of surveys and through participation in LSC and PAC meetings. Harold Washington Elementary School invites parents to PAC organizational meeting to provide information and to explain the requirements. The school will send flyers, call and/or text parents and will send notices by email when available.

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

Title I Annual Meeting and Title I PAC Organizational Meeting was held on September 29, 2016. The annual meeting was held to inform parents of the school's participation in NCLB, Title 1, and the rights and requirements of the program. All parents are notified through weekly newsletters and calendar of the PAC meetings; all parents are invited to these meetings and all other programs and performances held at the school. The Next PAC meeting will be held October 20, 2016.

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

The school will provide parents information regarding its Title I program, including a description and explanation of the curriculum, the academic assessment tools used to measure children's progress, and the proficiency levels students are expected to meet in a flyer that will be sent home with students and given to parents during report card pick-up days. Parents are invited to LSC meetings and/or PAC meetings so they can hear status updates about curriculum and progress.

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

Parent suggestions are always welcome at PAC meetings and at any other time before, during and after school. Parents regularly visit teachers and administration voicing their concerns about the education of their children, their achievements and any other concerns. Parents are encouraged to communicate often, and school personnel addresses these concerns as soon as they are made known

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.

This information is sent home to parents after the school receives the reports. There will progress reports sent home every five weeks and report cards are developed every ten weeks. Results from state assessments will be included with those reports.

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.

A newsletter will be sent home to notify parents about a teacher who is not "highly qualified".

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

The school will have quarterly parent workshops to inform parents about assessments and how to monitor their child's progress. Harold Washington Elementary School will assist parents of participating NCLB Title I children in understanding: the state's academic content standards; the state's academic achievement standards; the state and local academic assessments including alternative assessments; the requirements of Title I, Part B; how to monitor their child's progress; and how to work with educators through a series of workshops offered to parents.

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

Harold Washington Elementary School will provide information, resources, materials and training, to assist parents in working with their children to improve their academic achievement and to improve parental involvement by holding quarterly parent workshops, LSC and PAC meetings.

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

There will be quarterly parent workshops for teachers to discuss strategies to help their child with homework. Harold Washington Elementary School makes use of newsletters, website, and Parent Portal to keep communication open with parents. Parents are encouraged to become involved in school activities. Parents are involved in the fine arts programs. We implement parent report cards and provide parent recognition activities.

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

Harold Washington Elementary School will have a special assembly and luncheon to show appreciation of parents. The school will coordinate and integrate parent programs and activities, as appropriate by including parents of preschoolers in all the school activities.

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

Parents are sent newsletters and flyers that provided information about upcoming meetings. Some parents are called/ text. Program and meeting information is always displayed on the school marquee. The school also makes use of the automatic robo-calling feature provided by the Chicago Public Schools. Every effort is made to update parent contact numbers in IMPACT as changes are received. Harold Washington Elementary School will ensure that information related to the school and parent programs, meetings and other activities is sent to parents in an understandable and uniform format. We will review for clarity, all notices sent to parents.

Policy Implementation Activities

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

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

N/A

Parent Compact

Complete

The school will provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating student to meet

the State's student academic achievement standards. Describe how the school will provide high-quality curriculum and instruction in a supportive environment. (Restate the school mission.)

Mission: The effective leaders, teachers and staff of Harold Washington Elementary School will collaborate with our community and families to provide a rigorous well-rounded education for every child ensuring that they are college and career ready. Making sure children are getting rigorous work such as doing research, working in groups, reading novels, differentiated assignments and instruction. Harold Washington Elementary School collaborates with all stakeholders to empower students to be self-directed college and career ready graduates. Harold Washington is closing the gap with students with disabilities, having them participate in the general education classroom to the maximum extent possible.

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.

Parent-teacher conferences will be held in November and April . Parent-teacher conferences are held in students' classrooms rather than the cafeteria to provide for privacy and closer access to student work samples.

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

The school provides parents reports about student progress every five weeks. This is through the five-week evaluations provided at the fifth week point of the quarter and every tenth week through a report card. Monthly newsletters. Report cards are either distributed or picked up by parents during a conference every quarter. Some teachers call some parents every Friday. Grades are posted on Parent Portal regularly for parents to access.

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

Parents can meet with teachers during report card pick up days. Teachers are available to meet with parents by appointment during teacher preparation time. On some occasions, teachers make themselves available before and after the school day to meet with parents. There are telephones in every classroom so parents can call in to make an appointment and, in some cases, a quick consultation.

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

Parents are notified about volunteer opportunities by monthly newsletters from individual classroom teachers. School-wide notices are also distributed frequently. In addition, parents are contacted by telephone and invited to participate. For safety and security reasons, volunteers are required to fill out the volunteer package prior to volunteering the school.

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

Parents will ensure that their children will attend school daily, arrive at school on time, are well rested, and are prepared to learn. Parents will ensure that students will complete homework. Parents will ensure that student behavior does not disrupt the learning process. Parents will read all notices sent home and will attend report card pick up conferences. Parents will monitor television and video game time, promote positive use of extracurricular time. Parents will serve on school committees such as PAC and LSC.

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 participate in local school council meetings. Parents will communicate with the school's concerns regarding their child's progress. Parents will participate in conferences regarding their child progress. Parents can make appointment with the Principal to discuss issues or questions.

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

Students will attend school regularly and will behave in a manner that is conducive to learning. Students will strive to eat a balanced diet, get enough sleep and complete homework.

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

Increase parent involvement by offering parent education and support.

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

Account(s)	Description	Allocation
51130, 52130	Teacher Presenter/ESP Extended Day For Teacher presenter, ESP Extended Day, please remember to put money on the benefits line. Non-Instructional pay rate applies.	\$ 0 .00
53405	Supplies In addition to supplies for parent program, please use this account to also purchase books for parents only. Use this account for equipment with a per unit cost of less than \$500.	\$ 0 .00
53205	Refreshments Allocation CAN NOT EXCEED 25% of the Parent Budget. Refreshments must be used for Title 1 PAC meetings, trainings and workshops.	\$ 729 .00
54125	Consultants For Parent Training Only. Consultant must have a CPS vendor number and paid with a Purchase Order after service is rendered (NO CHECKS ARE ALLOWED)	\$ 1030 .00
54505	Admission and Registration Fees, Subscriptions and memberships For Parents use only.	\$ 1000 .00
54205	Travel 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.	\$ 160 .00
54565	Reimbursements Allocation CAN NOT EXCEED 25% OF THE Parent Budget. All Parent Reimbursements related to Title 1 Parent Involvement must be paid from this account. Receipts must be clear unaltered and itemized. School must keep all receipts.	\$ 0 .00
53510	Postage Must be used for parent involvement programs only.	\$ 0 .00
53306	Software Must be educational and for parent use only.	\$ 0 .00
55005	Furniture and Equipment Must have a parent room or a secure place to keep furniture/equipment. Cannot be placed in the main office or where staff and students have access too. To be used only by parents.	\$ 0 .00