



Daniel S Wentworth Elementary School (/school-plans/464) / Plan summary

2016-2018 plan summary

Team

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Team meetings

Date	Participants	Topic
04/26/2016	CIWP Team	Review and Discuss CIWP

04/27/2016	CIWP Team	Analyze Data and discuss SEF
04/28/2016	CIWP Team	Finalize SEF
05/04/2016	CIWP Team	Strategies
05/05/2016	CIWP Team (Heard, Ward, Parker)	Strategies
05/09/2016	CIWP Team (Portis, Ward)	STEM Goals
05/26/2016	CIWP Team	Strategies

School Excellence Framework

Culture of & Structure for Continuous Improvement

4 of 4 complete

Leadership & Collective Responsibility:

Score

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

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The school's vision is shared through several forms of communication. It's included in quarterly parent newsletters, stated on ILT agenda's, referenced in weekly teacher bulletins, and read aloud at community meetings. Based on our 5 essentials survey results, we have a strong sense of collaboration between staff members. This can be attributed to all staff being welcomed to participate on ILT, individual teachers stepping up to take leadership roles in various capacities, and teachers being celebrated for the effort they give. The collaborate during grade level meetings is inconsistent and does include vertical planning to address school-wide best practices.

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	✓ Five Essentials
Five Essentials	Effective Leaders Collaborative Teachers
CPS Framework for Teaching	4d. Growing and Developing Professionally 4e. Demonstrating Professionalism
CPS Performance Standards for School Leaders	A1. Assesses the Current State of School Performance and Develops a CIWP A2. Implements Data Driven Decision Making and Data Driven Instruction A5. School Vision and Mission Drive Decision-Making D4. Demonstrates Change Management

Instructional Leadership Team:

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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The ILT Instructional Leadership Team meets regularly (bi-monthly at a minimum) to look at student data and discuss instructional practices. At the beginning of this school year we completed the ILT Effectiveness Survey. Due to the way we scored on the rubric we created action items to meet the needs of the school. In addition, each team member was responsible for creating agendas and facilitating meetings. We created and submitted our meeting schedule. The ILT also conducted a data dive focusing on NWEA Spring 15 scores.

Guide for Instructional Leadership Team

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

Evidence, Measures, and Standards

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

Professional Learning:

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

Score

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- Wentworth has a year-long professional development calendar for literacy and math.
- We host weekly onsite professional development on Mondays (Math and Literacy Mondays)
- Professional Development is targeted and aligned to our school wide focus.
- Implementation of professional development learning is monitored through the use of rubrics and checklists.
- Grade Level teams meet weekly with clearly identified focuses on data, teacher improvement practices, student differentiation, etc.
- Teachers with Grade Level Partners also meet on a weekly basis to strategize, plan, and differentiate for students (Pre-k - 5th)
- Departmental GL teams (Grades 6-8) discuss and strategize for the students they share, and they share responsibility of the data for the students.
- Grade Level teams are inclusive of gen. ed and spec. ed teachers.
- Grade Level teams are supported by the literacy coach, math coach and administration.
- Grade Level teams have established roles, but the agendas and norms are not as clear.
- Teachers are provided with weekly Professional Development from DePaul University (Dr. Radner) in the areas of lesson planning, assessments, and NWEA/PARCC strategies.
- Teachers who have capacity receive more intense support and coaching from coaches and administration.
- Coaching and support is planned and scheduled for designated teachers.
- Teachers receive immediate and high quality feedback to support their development and growth.
- Teachers have the opportunity to give and receive peer feedback as part of their individual development plan.

Aligned Resources:

Some of our arts funding for arts partnership and materials have come as a result of Wentworth Elementary having an Arts Liaison. This allows our school to receive various grants and other funding opportunities. Ingenuity Grant Funding for Arts Education, \$10, 000 2014, arts partnership with Urban Gateways, 2015 arts partnership with Joffrey Ballet for the Joffrey Ballet Middle School Dance Club, Ballet Middle School Dance Club 2015, Arts Voucher for Changing World Literacy Arts, focus: Story Telling, \$2,500. Creative School Arts Essential Funds, \$1,000

Curriculum:

At Wentworth, we use Network 11 scope and sequence as a guide when planning lessons. As a STEAM school we moved from weekly lesson plans to Unit Plans that cover 5 weeks of planning that may better show overall goals of a lesson. There is a big emphasis on small groups at Daniel S. Wentworth that is included in teacher planning, to meet students where they are and help them grow.

We currently put into place in one of our academies two Walking RIT days. During these days students attend a class according to their RIT BAND level. Each class is filled with students on the same level in reading and math despite the grade.

Each teacher is charged with bringing lessons to life. Teachers do this by bringing in real-world examples of lessons, taking students on field trips where they will see a lesson put into action, or by inviting guests who are in a particular field that might deal with the unit's lesson.

Instructional Materials:

- Grades K-2 have instructional materials for literacy (Lead 21), sing-spell read and math (envisions) that are aligned with CCSS.
- Grades 3- 5 have balanced literacy and math (envisions) that are aligned with CCSS.
- Grades 6-8 have balanced literacy, and the instructional materials available support the core curriculum which is the CCSS. The teacher is endorsed in Literacy
- Grade 6-8 math and science have textbooks available to support the alignment to CCSS. Teachers pull in resources to extend student learning. The teacher is endorsed in Mathematics and/or Science .
- Grades K-8 have access to the Science resource, STEM-Scopes, which is aligned to CCSS.
- Grades pre-K through 8th receive arts instruction. There are presently three Fine Arts teachers--two visual arts and one theater. Wentworth Elementary School has had, and presently has meaningful arts partnerships with fine arts organizations such as the Joffrey Ballet, Chicago Children's Choir, Columbia College, Changing Worlds, Shift Engel Wood Orchestra, and the Jazz Philharmonic.
- Students with disabilities have all of the same resources that the general education teachers have.

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	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	82. Observes and Evaluates Staff and Gives Feedback to Staff B6. Professional Development Provided for Staff

Aligned Resources:

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

Score

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Guide for Aligned Resources

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

- Monitor the impact of partner organizations' activity.

Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	✓ Schedules
	✓ Teacher retention rates
	✓ Staff exit interviews/surveys (data on reasons for leaving school or district)
	✓ Candidate interview protocol documents
	✓ List of community-based organizations that partner with the school and description of services
	✓ Evidence of effectiveness of the services that community-based organizations provide
Measures	✓ 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

Expectations for depth & breadth of Student Learning

4 of 4 complete

Curriculum:

Score

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

1 2 3 4

At Wentworth, we use Network 11 scope and sequence as a guide when planning lessons. As a STEAM school we moved from weekly lesson plans to Unit Plans that cover 5 weeks of planning that may better show overall goals of a lesson. There is a big emphasis on small groups at Daniel S. Wentworth that is included in teacher planning, to meet students where they are and help them grow.

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Guide for Curriculum

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

- Diverse learners to demonstrate core knowledge and skills.
- English Learners to develop academic language to demonstrate mastery.
 - Use English and native language development in addition to content standards to differentiate for English learners.
 - Understand research and implement programs to develop native language literacy for English learners.
- Advanced learners to extend core knowledge and skills.
- **Distinguish qualitatively and quantitatively between 'regular courses' and 'advanced courses' (e.g. AP** (<http://apcentral.collegeboard.com/home>), **gifted** (<https://docs.google.com/a/cps.edu/viewer?a=v&pid=sites&srcid=Y3BzLmVkdXxY3xneDoyYjIINGI4MmY3YTlxYTgz>), 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	✓ SQRP Attainment and Growth
Five Essentials	Ambitious Instruction Effective Leaders Collaborative Teachers
CPS Framework for Teaching	3a. Communicating with Students 3c. Engaging Students in Learning 1a. Demonstrating knowledge of content and pedagogy 1d. Designing Coherent Instruction
CPS Performance Standards for School Leaders	B1. Implements Curricular Scope and Sequence and Reviews Instructional Practices C1. Creates a Culture that Supports Social Emotional Learning and Effective Effort

Instructional Materials:

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)

1 2 3 4

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Guide for Instructional Materials

Instructional materials (including technology) are....

- **Aligned to curricular plans and expectations of the standards.**
- **Varied and flexible.**
 - Are selected and adapted based on learning objectives and learner needs.
 - Include a variety of quality media, manipulatives and supplies to achieve valued learning outcomes.
- **Intentionally planned by identifying or adapting appropriate tools (including technology) for specific instructional needs.**
 - Student outcomes and developmental appropriateness determine when and who will use the materials.
 - Materials are updated/upgraded in response to new information and understandings.
- **Equitably available and accessible to all teachers and students.**
 - Teachers and students have available a variety of high quality, standards-aligned instructional materials and resources.
 - Materials are in English and native language for English learners.
 - Reference and resource materials are readily available and circulated throughout the school.

- **Include multimedia and embedded, just-in-time supports (e.g. hyperlinked glossaries, background information, and on-screen coaching) – for conveying conceptual knowledge.**
 - Students interact with instructional materials to engage all modalities in the learning process.
 - Technology is integral to students learning experiences.
 - Units and lessons include grade-appropriate levels of texts and other materials so every student can access the content/skills.
- **Include tools and supports needed to access, analyze, organize, synthesize, and demonstrate understanding in varied ways – for learning and expression of knowledge.**
 - The needs of the students at different performance levels are met by using a variety of instructional materials that allow students to draw on all of their learning capacities.
 - The teacher models effective use of various materials.
 - Students understand that materials are a means to acquire language, knowledge, and competencies.
 - Technology enhances students' higher order, creative thinking and problem solving.
 - Materials connect subject area content to real life applications.
- **Include alternative pathways including choice of content, varied levels of support and challenge, and options for recruiting and sustaining interest and motivation – for engaging and learning.**
 - Students make choices about instructional materials as part of learning.
 - Materials address the needs of the total child: cognitive, linguistic, social, emotional, physical, and aesthetic.
 - Consumables are often non-print supplies that promote active, hands-on learning.

Evidence, Measures, and Standards

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

Rigorous Student Tasks:

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

Score

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Assessments are turned in weekly in order to determine if the assessments are aligned to the overall objective of the week's lesson. Student work is also analyzed during grade level meetings. The purpose of this is to determine if specific strategies are working. Weekly walkthroughs are conducted to observe students in their classroom environment as well as the rigor of lessons and independent activities.

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	✓ SQRP Attainment and Growth
Five Essentials	Ambitious instruction
CPS Framework for Teaching	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:

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

Score

1 2 **3** 4

Our counseling department implements a data driven college and career program that prepares students for post-secondary education. The counseling curriculum calendar is broken up by quarters, and quarter 4 is devoted to college and career awareness. This instruction is provided regularly to all middle school students (6-8). During this time students will use Naviance, our college and career online resource, to complete self-evaluations, analyze the results from those reports, and use that information to research specific careers and colleges that match their personal interests and abilities. The site can also be used for goal setting and academic planning. Even though quarter 4 is dedicated to college and career, the students are exposed to related knowledge throughout the year. One way this was accomplished was by teaching students the World of Work Map, and using that information to frame conversations and activities during instruction. We also have partnered with GEAR UP (Gaining Early Access Readiness to Undergraduate Programs), who provide our students with weekly small group tutoring, monthly skill workshops, and college visits both semesters. Events like Career Day and Junior Achievers Takeover are other examples of evidence how we are preparing our students for success.

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	Ambitious Instruction Supportive Environment
CPS Framework for Teaching	2b. Establishing a Culture for Learning
CPS Performance Standards for School Leaders	C1. Creates a Culture that Supports Social Emotional Learning and Effective Effort C2. Builds a culture of high aspirations and achievement for every student.

Expectations for depth & breadth of Quality Teaching

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

At Daniel S. Wentworth, we have an expectation of rigor in our curriculum—pushing for student thinking. We regularly look for and use higher level thinking questions, according to Bloom's Taxonomy. Administration thoroughly monitor Unit Plans to make sure they reflect higher level thinking questions and activities and provide feedback to teachers in a timely manner. Through weekly observations (Wednesday Walk-Around) our teachers are provided with feedback that helps improve their practice. Other impromptu observations are made throughout the week for the purpose of improving teacher practice. Teachers collaborate with other teachers in and across grade levels as well as in different content areas. Our teachers often observe their peers and meet afterwards to look for improvement within instruction.

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	Ambitious Instruction Effective Leaders Supportive Environment
CPS Framework for Teaching	3a. Communicating with Students 3b. Using Questioning and Discussion Techniques 3c. Engaging Students in Learning 3d. Using Assessment in Instruction 3e. Demonstrating Flexibility and Responsiveness
CPS Performance Standards for School Leaders	B1. Implements Curricular Scope and Sequence and Reviews Instructional Practices B2. Observes and Evaluates Staff and Gives Feedback to Staff

Multi-Tiered System of Support:

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

Score

1 2 **3** 4

All students are receiving Tier I instruction with fidelity. If students are struggling with Tier I instruction, teachers pull students in small groups (Tier II) . Progress monitoring is collected bi-weekly. If the student does not respond to the intervention, Tier III interventions are started. Teachers meet with the MTSS team to review interventions and progress monitoring. Once it is determined that a child is not responding to the highest level of intervention, they are referred for testing. PLPs are re-evaluated every 5 weeks. If students are not meeting their goals, they are modified.

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
	✓ Course success rates (e.g. grade distributions, pass/failure rates)
Five Essentials	Ambitious Instruction
	Collaborative Teachers
	Supportive Environment
CPS Framework for Teaching	1a. Demonstrating knowledge of content and pedagogy
	1b. Demonstrating Knowledge of Students
	1d. Designing Coherent Instruction
	2d. Managing Student Behavior
	3d. Using Assessment in Instruction
CPS Performance Standards for School Leaders	3e. Demonstrating Flexibility and Responsiveness
	4b. Maintaining Accurate Records
CPS Performance Standards for School Leaders	B3. MTSS Implemented Effectively in School

Balanced Assessment & Grading:

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

Score

1 2 3 4

The school uses data to drive instruction. Forms of data used include Dibels, TRC, Mclass, NWEA scores, Compass Learning interim assessment scores and utilization reports, and weekly classroom assessments. Results from these reports are used to target standards, create unit plans, and plan for small groups. The grade level academies go through a consistent cycle of assessing, analyzing, and action. Progress monitoring is key during this process. Part of this monitoring includes ILT members reviewing and providing feedback on lesson plans, teachers tracking small group interventions, teachers collaborating and sharing best practices during grade level meetings, and coming up with corrective instruction action plans. Diverse learner teachers collaborate with the general education teachers to ensure student needs are being met according to their IEPs.

Guide for Balanced Assessment & Grading

- Use multiple measures (i.e. a range of assessment types and at multiple points in time) to supplement district-centralized assessments with other formative assessments to provide a more comprehensive picture of student learning.
- Use screening, diagnostic, and progress monitoring assessment to correctly identify specific gaps and monitor improvement, especially for students receiving Tier 2 and 3 services, in addition to Tier 1 core instruction. (also see *MTSS* and *Instruction*)
- Make assessments accessible to students, including diverse learners and English Learners through employing features of universal design (<http://www.udlcenter.org/aboutudl/udlcurriculum>) and use of accommodations and, where needed, modifications.
 - Provide accommodations in presentation (i.e. how assessment text and tasks are presented to students), response (i.e. how students provide their answers), and/or setting/timing (i.e. scheduling/location of assessment).
- Utilize assessments that reflect the key shifts in literacy and mathematics in teacher created or selected assessments. (see Rigorous Student Tasks)
- Utilize assessments that measure the development of academic language for English learners.
- Have access to and analyze school-wide, teacher team, and classroom assessment data to determine instructional effectiveness and subsequent learning needs
- Improve and promote assessment literacy.
 - Work together on building common assessments within a department, course, or grade level team.
 - Invest resources in helping teachers evaluate and improve the quality of formative assessments. For example, use the Assessment Design Toolkit (<http://www.csai-online.org/spotlight/assessment-design-toolkit>).
 - Use common protocols and calibrate on scoring and grading in teacher teams.
 - Analyze quality and alignment of assessments and tasks to ensure they meet the expectations of the standards and embed various levels of complexity.
- Have a grading system that clearly, accurately, consistently, and fairly communicates learning progress and achievement to students, families, postsecondary institutions, and prospective employers.
 - Ensure that students, families, teachers, counselors, advisors, and support specialists have the detailed information they need to make important decisions about a student's education.
 - Measure, report, and document student progress and proficiency:
 - Against a set of clearly defined cross-curricular and content-area standards and learning objectives collaboratively developed with staff.
 - Separately from work habits, character traits, and behaviors, so that educators, counselors, advisors, and support specialists can accurately determine the difference between learning needs and behavioral or work-habit needs. academic mindsets and behaviors (CCSR).
 - Ensure consistency and fairness in the assessment of learning, and assignment of scores and proficiency levels against the same learning standards, across students, teachers, assessments, learning experiences, content areas, and time.
 - Ensure grades are not used as a form of punishment, control, or compliance.

Evidence, Measures, and Standards

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

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.

Students are expected to be lined up and quiet standing on their homeroom number at 8:45 as they await to be retrieved by their homeroom teacher. Students enter the school building in an orderly fashion and pick up their breakfast before entering the classroom. Every morning two students recite the school creed and the pledge of allegiance as this helps to create a culture for learning for every student by 9:30 am daily. Every teacher writes a daily mantra on the board that students have access to before entering their homeroom. Students are engaged in instruction immediately upon entering their classroom while eating their breakfast. In addition, students work cooperatively using Kagan strategies and champs language to enhance the culture of learning and working cohesively to meet their own academic needs. "I can" statements are visible and students are aware of the weekly standard. They are able to articulate how the standard is relevant and why it is important. Strong teacher/student relationships are evident in the classroom as students know and understand that the classroom is a secure place. Students also know that they can go to any adult in the building if a personal situation should arise. Climate and culture is positive and all hands are on deck to handle situations in a positive and timely manner. School wide events include a monthly convocation that celebrates black excellence and promotes positive men and women that are active in the community, Real Men Read, regular attendance incentives and a visible interactive monthly calendar on the main floor.

Guide for Culture for Learning

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

Evidence, Measures, and Standards

Evidence, Measures, and Standards	
Suggested Evidence	<ul style="list-style-type: none"> ✓ Sample of individual student learning goals from a cross-section of teachers ✓ Also review student work evidence from Rigorous Student Tasks
Measures	<ul style="list-style-type: none"> ✓ Five Essentials – Ambitious Instruction ✓ SQRP Attainment and Growth
Five Essentials	<ul style="list-style-type: none"> 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

One of the most engaging parts of our community is the leadership of the school's Student Council. The Student Council works to give the general body a voice to the administration. The Student Council also does a great job of planning events and fundraisers for the school. The creation of the student council has improved communication and relations with the student body and the administration. We now have a better idea on how to serve our students in and out of the classroom.

- Teachers submit unit plans every 5 weeks that include developmentally appropriate strategies for individual students.
- Teachers continuously analyze data about students learning styles and academic status to amend unit plans.
- Teachers know students individual achievement levels and skills and use this knowledge to plan instruction to meet the needs of individual students.
- Teachers collaborate to plan for Diverse Learners.
- Staff at Daniel S. Wentworth care about students' lives beyond the class and school.
- Students are respectful toward staff and vice versa.
- Students are respectful and caring about their individual classmates' interests and personalities.
- Students and teachers work collaboratively and offer ideas.

Guide for Relational Trust

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

Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	✓ Five Essentials/My Voice, My School Survey ✓ School Climate Standards Self-Assessment
Measures	✓ Five Essentials
Five Essentials	Collaborative Teachers Supportive Environment
CPS Framework for Teaching	1b. Demonstrating Knowledge of Students 2a. Creating an Environment of Respect and Rapport
CPS Performance Standards for School Leaders	D2. Creates, develops and sustains relationships that result in active student engagement in the learning process E1. Creates a Culturally Responsiveness Climate

Student Voice, Engagement, & Civic Life:

Score

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

1 2 3 4

High expectations for Quality and Character of School life cultivated and nurtured by providing students an opportunity to showcase their (visual) art throughout the school as a permanent collection of student work and exhibit their art at the All City Near South Regional Visual Arts Exhibition at the Reva and David Logan Center on the University of Chicago campus (2014, 2015); student theater performances in talent shows and weekly convocations, and arts partnerships with Urban Gateways; the arts partnership with the Joffrey Ballet Middle Dance Club 2014-present, (that uses dance as a way to develop character and life skills) yearly dance concerts at SENN High School for Fine Arts and end of the year dance concert at Wentworth Elementary School; music concerts both here and away with our arts partnership with Shift Englewood Orchestra afterschool program (2014 to present), at Wentworth and away; and choir performances with arts partnership Chicago Children's Choir at Black History Annual School(s) Concert at Navy Pier annual Black History; afterschool art partnerships with Columbia College and explored the visual arts, theater arts, music and dance; the Chicago Jazz Philharmonic arts partnership; and 3rd grade students' participation with Brooks Day 2016 at Chicago Culture Center Students have had the opportunity to attend field/learning trips to: the Art Institute of Chicago; The Museum of Contemporary Art; the Museum of Science and Industry; Joffrey Ballet performances at Auditorium University; Orchestra Hall, Symphony Center; Wentworth students have had cultural experiences in school in the form of concerts/performance provided by Ravinia, the Salvation Army Jazz Band, Maggie Brown Jazz Concert, Story Telling with Mama Edie, and Urban Gateways.

Students get the opportunity to participate in mentoring programs that are ran year-round. The young ladies in 4th-8th grade are apart of a mentoring program called SISTERS PEAK that focuses on character building skills, and transitions to womanhood. The young men have the various mentoring groups based on interest, grades, and behavior. One of the premier mentoring programs for young men is Men of Excellence, which takes the top 30 academic excelling young men in the school and give them special incentives based on their accomplishments. Outside of in-house mentoring we have a strong relationship with DePaul University, which brings in mentors to help tutor our students. DePaul comes once a week to work with our students, and usually take students on field trips to do team building exercises.

Students also have had the luxury of attending an afterschool program for the last two years funded by Community School Initiatives (CSI), and After School All Stars (ASAS). Programming for after school activities was innovative in its attempts to draw students' interest in the programs. Students were surveyed about after school programs they would like to attend, rather than the decision being made by administration. Such popular programs amongst students are as followed:

- Basketball Skills Challenge
- Sewing Club
- Moving Minutes
- Breakfast Club
- Pee-Wee Cheer
- Boys vs. Girls Math Challenge

The success of programming showed the level of trust between the student body and the staff. We trust the students to teach us what helps their learning experience better. All enrichment programs were tied to educational activities on alternating days.

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

We have one of those challenges of working in a very violent neighborhood, but the strength of our culture has diverted the violence from the neighborhood from getting into the school. Our discipline team is very consistent with techniques to ensure safety for all stakeholders that enter the building. Every visitor that enters the door is screened and given a visitor pass with a written record of their visit. Students are randomly searched to ensure no weapons are being brought onto the campus. Our discipline staff works closely with community partner, Safe Passage, to get information of violence in the neighborhood and happenings in the school area. This information is used to make informed decisions on how to change a recess or dismissal plan. We are notified of the time and location of any shooting in a ten-block area. This information also allows us to give our students alternate routes home. Our building culture does not mirror the culture of the neighborhood surrounding us. We also have an open door policy for students to speak to admin members if they feel they've been bullied, or witnessed it.

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	✓ 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	✓ 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:

Score

1 2 3 4

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

Classroom climates are consistent in that teachers build an environment that supports student efficacy. Students take responsibility for their academics by journaling, setting goals, evaluating their own work and character, and contributing to decisions that have to be made. Teachers use various classroom point or color systems to reward students who meet expectations. Teachers utilize multiple strategies before taking more punitive action. Those strategies include self reflection slips, 1 on 1 lunch with the teacher, parent letters and meetings, community service projects, etc. These type of strategies are geared toward helping students identify root causes and alternative solutions without being punished.

Outside of the classroom the discipline team uses restorative practices to solve issues amongst students. Such restorative practices at Wentworth include:

- Peace Circles
- Peer Jury
- Peer Mentoring
- Restorative Conversations

Restorative Justice has been key in building a solid culture for our school. It has helped us reduce the number of suspensions, which has increased learning time for students. When a student is having a tough time he/she is sent to someone on the discipline team for a 15-minute restorative conversation, then they are sent back to class in order to be given a second chance. The restorative process has become so popular amongst students; it has gotten to the point that students request a restorative approach before their issues progress. The peace circle is the most popular approach in the restorative justice practices. It has proved to:

- Reduce fighting and bullying
- Improve behavior
- Strengthen relationships
- Provide effective leadership
- Restore relationships
- Repair Harm

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:

Score

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.

1 2 3 4

- The principal sends home monthly newsletters and weekly bulletins out to families and staff.
- The school hosts monthly family call nights
- Many teachers solely rely on report card pick-ups and parent contact before communicating student progress to parents.
- Many teachers are engaged with students and their families at a high-level and are vested in student success.
- Our partner BTH works closely with our families who are a part, and act as a liaison between the school and homes.
- The school hosts frequent Literacy, Math, and STEAM nights, where parents are to come into the school and participate with their child and the teachers in fun and educational activities.
- The principal is transparent with data and uses it to motivate engagement.
- There is a data board by the office that is frequently updated.
- Parents and teachers are clear on grade level expectations for mastery and matriculation.
- Parents are offered professional development twice a year on how to support students at a given grade level.

Guide for Parent Partnership

- **Establish a non-threatening, welcoming environment that is warm, inviting, and helpful.**
- **Provide frequent, high quality, well publicized opportunities for families and community to participate in authentic and engaging activities in the school community (e.g. student performances/ exhibitions, literacy or math events).**
- **Provide multiple opportunities for parents to ask questions, raise concerns, and give feedback.**
 - Respond to families' concerns and requests for information professionally and in a timely manner, providing resources and solutions to address the concerns.
- **Solicit the support and engagement of families as partners in the instructional program (e.g. volunteering, working at home with their child, involvement in class and school projects in and out of school, and parent workshops).**
 - Host events for parents to share with other parents how home and school complement each other.
 - Share best practices around learning and development with parents to support students at home.
 - Inform parents of grade level standards and expectations and grading policies with a clear description of what meeting the standard looks like.
 - Inform parents of attendance expectations and the impact of attendance on a student's trajectory.

- Assist parents to volunteer in the school and/or participate on teams/committees.
- Promote the use of **Parent Portal** and **Parent University** to connect and engage parents with school.
- **Frequently communicate with families about class and individual activities and individual student's progress.**
 - Regularly inform parents of their child's progress across all relevant measures: attendance, discipline, academics, social-emotional learning, and health and wellness.
 - Send regular, positive, personalized communication from a staff member.
 - Use a variety of consistent communication methods (e.g. calls, text, newsletter, website, face to face) sensitive to cultural norms and needs.
- **Conduct intensive outreach to families in need of specialized support through home visits and collaboration with social services agencies.**
 - School responses to student excessive absences and/or tardiness includes outreach to families.
- **Provide proactive communication (e.g. parent handbook and resources).**
- **Partner equitably with parents speaking languages other than English.**
 - Information is provided to parents in their native language.
 - Parent meetings scheduled with interpreters present to facilitate participation.

Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	✓ Examples of communication methods and content
	✓ Participation rates for Parent University, events, parent council(s), report card pick-up, survey completion, Parent Portal, etc.
	✓ Outreach efforts
	✓ Documentation of responsiveness to Parent Support Center concerns raised
	✓ Event agendas, flyers
	✓ Fundraising activities and amounts (if applicable)
Measures	✓ 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 ☐= Not of focus
2	Culture of & Structure for Continuous Improvement: Instructional Leadership Team	1 2 3 4 5 ☐
2	Culture of & Structure for Continuous Improvement: Leadership & Collective Responsibility	1 2 3 4 5 ☐
2	Expectations for depth & breadth of Quality Teaching: Balanced Assessment & Grading	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 Quality & Character of School Life: Parent Partnership	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: Professional Learning	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: Rigorous Student Tasks	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: 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)

18 of 18 complete

	2014-2015 Actual	2015-2016 Actual	2016-2017 Goal	2017-2018 Goal
National School Growth Percentile - Reading				
If we implement daily word work, conduct guided reading groups, build sight word knowledge, clearly communicate learning targets and use higher level questions, we will allow for more efficient use of teacher and student time, increase peer interaction and improve student learning. As we build the capacity of the teachers of reading, they in turn will build the capacity of their students and increase student achievement. This strategy was selected to increase phonemic awareness, word work, and vocabulary as observed by students that lack foundational skills and fundamental knowledge of literacy concepts. Our goal is to increase our students that meet and exceed by 20% each year.	62.00	17.00	37.00	57.00
National School Growth Percentile - Math				
By using small group instruction, effective transition activities and asking higher level questions during Math Instruction, we will reach the individual mathematical needs/deficits of students and accelerate students to be prepared for grade level content. As we build the capacity of our math teachers, they in turn will build the capacity of their students and increase student achievement. Our goal is to increase our students that meet and exceed by 25% first year and 10% the next year.	45.00	37.00	62.00	72.00
% of Students Meeting/Exceeding National Ave Growth Norms				
Creating common planning teams that create units of study, create and analyze common assessments, analyze student work samples which will align with structures to achieve grade level attainment.	57.10	(Blank)	30.00	40.00
African-American Growth Percentile - Reading				
If we implement daily word work, conduct guided reading groups, build sight word knowledge, clearly communicate learning targets and use higher level questions, we will allow for more efficient use of teacher and student time, increase peer interaction and improve student learning. As we build the capacity of the teachers of reading, they in turn will build the capacity of their students and increase student achievement. This strategy was selected to increase phonemic awareness, word work, and vocabulary as observed by students that lack foundational skills and fundamental knowledge of literacy concepts. Our goal is to increase our students that meet and exceed by 20% each year.	62.00	17.00	37.00	57.00
Hispanic Growth Percentile - Reading				
N/A	(Blank)	(Blank)	0.00	0.00

English Learner Growth Percentile - Reading

N/A	(Blank)	(Blank)	0.00	0.00
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Diverse Learner Growth Percentile - Reading

By improving our instructional strategies and intervention methods, we will ensure that all students are receiving instruction at their present level. This will enhance student's ability to grow in all core subject areas. This will also be beneficial for meeting ISBE mandates with the intention of building and/or maintaining skills appropriate to the individualized needs of the SWDs. Targeting struggling students and progress monitoring interventions will assist students in meeting performance and growth goals.	6.00	1.00	10.00	15.00
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African-American Growth Percentile - Math

By using small group instruction, effective transition activities and asking higher level questions during Math Instruction, we will reach the individual mathematical needs/deficits of students and accelerate students to be prepared for grade level content. As we build the capacity of our math teachers, they in turn will build the capacity of their students and increase student achievement. Our goal is to increase our students that meet and exceed by 25% first year and 10% the next year.	45.00	36.00	62.00	72.00
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Hispanic Growth Percentile - Math

N/A	(Blank)	(Blank)	0.00	0.00
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English Learner Growth Percentile - Math

N/A	(Blank)	(Blank)	0.00	0.00
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Diverse Learner Growth Percentile - Math

By improving our instructional strategies and intervention methods, we will ensure that all students are receiving instruction at their present level. This will enhance student's ability to grow in all core subject areas. This will also be beneficial for meeting ISBE mandates with the intention of building and/or maintaining skills appropriate to the individualized needs of the SWDs. Targeting struggling students and progress monitoring interventions will assist students in meeting performance and growth goals.	82.00	(Blank)	30.00	35.00
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National School Attainment Percentile - Reading (Grades 3-8)

Creating common planning teams that create units of study, create and analyze common assessments, analyze student work samples which will align with structures to achieve grade level attainment.	12.00	11.00	15.00	18.00
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National School Attainment Percentile - Math (Grades 3-8)

Creating common planning teams that create units of study, create and analyze common assessments, analyze student work samples which will align with structures to achieve grade level attainment.	15.00	15.00	20.00	25.00
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National School Attainment Percentile - Reading (Grade 2)

Creating common planning teams that create units of study, create and analyze common assessments, analyze student work samples which will align with structures to achieve grade level attainment.	9.00	3.00	6.00	10.00
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National School Attainment Percentile - Math (Grade 2)

Creating common planning teams that create units of study, create and analyze common assessments, analyze student work samples which will align with structures to achieve grade level attainment.	4.00	11.00	18.00	25.00
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% of Students Making Sufficient Annual Progress on ACCESS

N/A	(Blank)	(Blank)	0.00	0.00
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Average Daily Attendance Rate

If we promote students attendance and punctuality, we will ensure students have the opportunity for maximum learning time. During the 2015-2016 SY, our weekly attendance averaged between 91% and 94%.

91.20

93.40

94.00

95.00

My Voice, My School 5 Essentials Survey

In order to maintain our Well Organized status, we will ensure that classes are challenging and engaging, instruction is clear and well structured, and encourage students to apply and transfer knowledge while maintaining our partnerships with families and communities. Administration and the school community will collaborate to implement a shared vision.

(Blank)

(Blank)

(Blank)

(Blank)

Custom metrics

2 of 2 complete

2014-2015
Actual

2015-2016
Actual

2016-2017
Goal

2017-2018
Goal

STEM Standards, Instructional Approach

PBL Projects are infused in instruction across 75% of classrooms monthly.

(Blank)

(Blank)

75.00

80.00

STEM Standards, Instructional Approach

Rich technology integration is experiences by all students daily; may include students choice of tools. Technology is an integral tool for achieving learning outcomes.

(Blank)

(Blank)

85.00

90.00

Strategies

Strategy 1

If we do...

...then we see...

...which leads to...

practice shared leadership

integrated collaborative learning and a collegial school environment

shared leaderships roles which supports student learning and growth

Tags:

Leadership and collective responsibility

Area(s) of focus:

1

Action step ?

Responsible ?

Timeframe ?

Evidence for status ?

Status

Reconstruct Leadership Team

Administration

Aug 29, 2016 to
Sep 9, 2016

(Blank)

Not started

Leadership

Create schedule for meeting and norms

Instructional
Leadership Team

Sep 6, 2016 to
Sep 30, 2016

(Blank)

On-Track

Leadership

Complete needs analysis survey

Instructional
Leadership Team

Oct 3, 2016 to
Oct 31, 2016

(Blank)

Behind

Leadership, Leadership and collective responsibility

Review results to create next steps

Instructional
Leadership Team

Oct 3, 2016 to
Oct 31, 2016

(Blank)

Behind

Leadership and collective responsibility

Strategy 2

If we do...

plan across grade levels (vertical planning)

...then we see...

an increase in teacher and student capacity

...which leads to...


more efficient use of teacher and student time, quality instruction and improved student learning.


Tags:

Instruction


Area(s) of focus:

2

Action step 

Responsible 

Timeframe 

Evidence for status 

Status

Weekly instructional development.
(Professional Development)

Administration

Aug 29, 2016 to
Jun 30, 2017

(Blank)

Not started

Professional development

Summer planning (volunteer)

Teachers

Jul 5, 2016 to
Aug 5, 2016

(Blank)

Not started

Instructional planning

Vertical planning time during
school.

Teacher

Sep 5, 2016 to
Jun 16, 2017

(Blank)

Behind

Instructional practices

Strategy 3

If we do...

build the relational trust among
stakeholders(teacher to teacher, teacher to
student, teacher to principal)

...then we see...

a set of organizational conditional that make it
more conducive for individuals to initiate and
sustain the kinds of activities necessary to
affect with productivity and the kinds of efforts
to improve student outcomes

...which leads to...


high teacher morale, high student morale,
competence, and personal integrity.

Tags:

Relational trust


Area(s) of focus:

4

Action step 

Responsible 

Timeframe 

Evidence for status 

Status

School revise the mission and
vision statements

Staff

Aug 29, 2016 to
Sep 2, 2016

(Blank)

Not started

Vision, Mission

Professional Development to
promote building relationships

Principal

Aug 28, 2016 to
Sep 9, 2016

(Blank)

Not started

Professional development

Teacher and Principal individual
meetings.

Principal

Aug 29, 2016 to
Sep 30, 2016

(Blank)

Not started

Meetings, Principal

Create Staff Social Committee

Staff

Aug 29, 2016 to
Sep 30, 2016

(Blank)

Not started

Committee

Strategy 4

If we do...

collaboration with our PAC and community partners

...then we see...

an increase in parent engagement

...which leads to...

parents being better equipped to support their children in academic and SEL development.

Tags:

Parent partnerships

Area(s) of focus:

5

Action step ⓘ

Have an end of the year meeting with all community partners.

Responsible ⓘ

Mr. Bowens

Timeframe ⓘ

Jun 1, 2016 to
Jun 30, 2016

Evidence for status ⓘ

(Blank)

Status

Not started

Parental involvement, Parent resources

Meet with the PAC to review the list of parent groups

ILT

Jun 6, 2016 to
Jun 20, 2016

(Blank)

Not started

Parent meetings

Create and disseminate parent surveys regarding parent interest and needs.

ILT

Sep 1, 2016 to
Sep 30, 2016

(Blank)

Not started

ILT, Surveys

Using information from end-of-year meeting, create an action plan that targets parent engagement .

Mr. Bowens

Sep 5, 2016 to
Oct 28, 2016

(Blank)

Not started

Parent engagement, Pac

Strategy 5

If we do...

Provide more restorative justice practices

...then we see...

we will see a decrease in student suspensions

...which leads to...

an increase amount of students receive instruction.

Tags:

Restorative approaches

Area(s) of focus:

3

Action step ⓘ

Create an action plan for restorative justice practices based on CPS code of conduct.

Responsible ⓘ

Dean, Administration

Timeframe ⓘ

Jun 1, 2016 to
Jun 30, 2016

Evidence for status ⓘ

(Blank)

Status

Not started

Restorative approaches, Restorative practices

Provide Staff Professional Development for restorative practices

Dean,
Administration,
Vendors

Aug 29, 2016 to
Sep 30, 2016

(Blank)

Not started

Restorative approaches, Restorative justice

Training for students in peer jury

Dean, Administration

Sep 6, 2016 to
Oct 28, 2016

(Blank)

Not started

Restorative approaches, Restorative practices

Action Plan

District priority and action step	Responsible	Start	End	Status
+ Reconstruct Leadership Team Tags: Leadership and collective responsibility, Leadership	Administration	Aug 29, 2016	Sep 9, 2016	Not started
+ Create schedule for meeting and norms Tags: Leadership and collective responsibility, Leadership	Instructional Leadership Team	Sep 6, 2016	Sep 30, 2016	On-Track
+ Complete needs analysis survey Tags: Leadership and collective responsibility, Leadership, Leadership and collective responsibility	Instructional Leadership Team	Oct 3, 2016	Oct 31, 2016	Behind
+ Review results to create next steps Tags: Leadership and collective responsibility, Leadership and collective responsibility	Instructional Leadership Team	Oct 3, 2016	Oct 31, 2016	Behind
+ Weekly instructional development. (Professional Development) Tags: Instruction, Professional development	Administration	Aug 29, 2016	Jun 30, 2017	Not started
+ Summer planning (volunteer) Tags: Instruction, Instructional planning	Teachers	Jul 5, 2016	Aug 5, 2016	Not started
+ Vertical planning time during school. Tags: Instruction, Instructional practices	Teacher	Sep 5, 2016	Jun 16, 2017	Behind
+ School revise the mission and vision statements Tags: Relational trust, Vision, Mission	Staff	Aug 29, 2016	Sep 2, 2016	Not started
+ Professional Development to promote building relationships Tags: Relational trust, Professional development	Principal	Aug 28, 2016	Sep 9, 2016	Not started
+ Teacher and Principal individual meetings. Tags: Relational trust, Meetings, Principal	Principal	Aug 29, 2016	Sep 30, 2016	Not started
+ Create Staff Social Committee Tags: Relational trust, Committee	Staff	Aug 29, 2016	Sep 30, 2016	Not started
+ Have an end of the year meeting with all community partners. Tags: Parent partnerships, Parental involvement, Parent resources	Mr. Bowens	Jun 1, 2016	Jun 30, 2016	Not started
+ Meet with the PAC to review the list of parent groups Tags: Parent partnerships, Parent meetings	ILT	Jun 6, 2016	Jun 20, 2016	Not started
+ Create and disseminate parent surveys regarding parent interest and needs. Tags: Parent partnerships, ILT, Surveys	ILT	Sep 1, 2016	Sep 30, 2016	Not started
+ Using information from end-of-year meeting, create an action plan that targets parent engagement . Tags: Parent partnerships, Parent engagement, Pac	Mr. Bowens	Sep 5, 2016	Oct 28, 2016	Not started
+ Create an action plan for restorative justice practices based on CPS code of conduct. Tags: Restorative approaches, Restorative approaches, Restorative practices	Dean, Administration	Jun 1, 2016	Jun 30, 2016	Not started

District priority and action step	Responsible	Start	End	Status
+ Provide Staff Professional Development for restorative practices Tags: Restorative approaches, Restorative approaches, Restorative justice	Dean, Administration, Vendors	Aug 29, 2016	Sep 30, 2016	Not started
+ Training for students in peer jury Tags: Restorative approaches, Restorative approaches, Restorative practices	Dean, Administration	Sep 6, 2016	Oct 28, 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 will meet in June 2016 to discuss the budget for the remainder of school year. They will meet again in October 2016 to discuss and work on the Parent Involvement Policy and Compact. Parents will be encouraged to participate by sharing their ideas and/or concerns. After discussing their thoughts and concerns parents will decide unanimously what should be included in the plan.

The school will hold an annual meeting at a time convenient to parents during the first month of school to inform them of the school's participation in NCLB, Title I programs and to explain the Title I requirements and their right to be involved in the Title I programs. The school will also offer a number of additional parental involvement meetings, including school PAC meetings, at different times and will invite all parents of children participating in the NCLB, Title I program to these

meetings, and encourage them to attend. Please describe how this will be accomplished. Please list the projected date of your Title I Annual Meeting and your Title I PAC Organizational Meeting

An annual meeting for the Parent Advisory Council (PAC) was held on September 22, 2016. Meetings will be held the third Thursday of each month in the parent room at the school. Parents will be informed of the meetings through flyers, parent newsletter, phone communication and the meeting information will be posted on the school's marquee. All parents will be invited and encouraged to attend each meeting monthly. The PAC officers will communicate daily with parents to ensure that the presentations made at meetings are meeting the needs of the parents. They will also ensure to research organizations to find topics that parents are interested and concern about. D. S. Wentworth's Title 1 Annual Meeting will be held in September and the Organizational Meeting will be held on 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.

Daniel S. Wentworth will provide information to parents regarding the Title 1 program each month at our scheduled meetings and daily as needed. Parents will be notified about their child's progress in school on a bi-weekly basis. During Open House and various parent meetings the leadership team and parents will discuss the academic curriculum used by the school. Wentworth School will internally assess our students with teacher and network scope and sequence assessments daily. Parents will be informed about the assessments through Parent Portal, the progress reports and/or report card distributions. Parents will be encouraged to meet daily with their child's teacher to find out the progress concerning their child and to utilize Parent Portal through-out the school year.

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 Advisory Council (PAC) meetings will be held monthly. Parents will be encouraged to participate by offering suggestions for improvement and to discuss concerns. Parents will also be asked to complete a survey regarding the PAC and what topics are of interest to them. Parents will also be encouraged to meet with their child's teacher daily to discuss the academic achievement of their child.

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.

Parents will be given the reports printed by the state regarding the state assessments. These reports will be sent home and/or given at Report Card Distributions. Parents will be encouraged to discuss the reports with their child's teacher.

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.

Per the requirements for the state of Illinois, parents will be provided with letters to notify them if their child's teacher is not highly qualified. Letters will be created and compiled by District 299 and given to Wentworth School for the teachers in questions. The school will mail the letters to all parents.

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.

Parents will be given information regarding the state's academic content standards; the state's student academic achievement standards; the state and local academic assessments including alternate assessments at Open House at the beginning of the school year and throughout the school year at PAC and LSC meetings. Information will be reinforced on an ongoing basis at various parent meetings throughout the school year.

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.

Wentworth will host parent literacy workshops annually through the school and our STEAM initiative. Our literacy teachers will present in the PAC meetings by offering varied strategies on working with their children at home. Parents will be offered literacy and computer workshops during our STEAM Fests. Parents will be encouraged to participate in the various workshops. Flyers will be posted and handed out to parents to invite their participation.

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.

During Open House and Family Night Events (Literacy, Math, & STEAM) the importance of parents, staff and the community working together will be emphasized. Also, during staff meetings throughout the school year, staff will be reminded and encouraged to work with parents through open communication (conferences and phone calls). Staff members will also attend workshops throughout the school year regarding the significance of working with parents as equal partners and communicating effectively.

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.

At Parent Advisory Council (PAC) meetings the PAC Officers along with the leadership team will ensure that there are speakers made available to facilitate workshops for all parents. Parents will be invited to monthly PAC meetings and Local School Council (LSC) meetings. Also, during our STEAM Events we will ensure that there is a parent component to integrate and facilitate parents' leadership workshops along with activities for the students. Also, our Preschool for All has monthly parent meetings for their parents and also kindergarten parents.

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.

Our school communicates with our parents through monthly newsletters, universal phone system, flyers and our school's marquee in communicating messages regarding upcoming events at the school.

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.)

Our Mission is to provide a safe, nurturing environment where students are encouraged to achieve their personal best, through collective efforts from teachers, staff, parents and the community. Our S.T.E.A.M. (Science Technology Engineering Arts Math) focus and Data motivated instruction will compliment our high expectations for all students to become confident, capable and compassionate citizens.

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 the months of November and April per the Chicago Public School's 2016-2017 school year calendar. We will also hold a progress report pick-up during the school year. Other conferences will be ongoing throughout the school year as needed.

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

Progress Reports will be provided to parents throughout the school year regarding the progress of their child. On the 5th, 15th, 25th and 35th week progress reports will be sent home to all parents. Reports cards will be sent home on the 20th and 40th week to parents. Also, parents will be encouraged to sign up for Parent Portal so that they will have 24 hour access to their child(ren) academic grades. Parents will also receive BAG reports for their child(ren).

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

During Open House, at the beginning of the school year teachers will provide parents with their preparation periods for conferences. Also, parents will be made aware that teachers are available during their preparation periods four days out of the week. Parents and teachers will meet in the teacher's classroom or the conference room. Conferences will be done at the request of the parent, teacher or an administrator.

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.

Following the guidelines and policies of the Chicago Public School parents will be encouraged to volunteer at their child's school. Parents will be asked to complete the volunteer packet from CPS and will discuss with the leadership team where and how they would like to volunteer.

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

During Open House, PAC and LSC meetings parents will be given the expectations regarding homework and the daily attendance for their child in school. Parents will be encouraged to do so daily and to ensure that they are signing their name to the homework to state that they have checked it. Parents will be encouraged to send their child to school daily. Throughout the school year, newsletters will continuously highlight the importance of daily attendance and monitoring the homework for your child.

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

Parents will consult with the leadership team at confidential conferences (parent and administrator), PAC meetings and LSC meetings regarding decisions for their child.

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).

Through our CHAMPS and Character Education social and emotional behavioral program students will be encouraged to be emulate the school's creed. The school's community will utilize CHAMPS to continuously promote positive attitude and confidence for students.

Parent Budget

Complete

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

Goals will be updated and completed in October.

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.	\$ 633 .00
53205	Refreshments Allocation CAN NOT EXCEED 25% of the Parent Budget. Refreshments must be used for Title 1 PAC meetings, trainings and workshops.	\$ 500 .00
54125	Consultants For Parent Training Only. Consultant must have a CPS vendor number and paid with a Purchase Order after service is rendered (NO CHECKS ARE ALLOWED)	\$ 0 .00
54505	Admission and Registration Fees, Subscriptions and memberships For Parents use only.	\$ 500 .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.	\$ 500 .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.	\$ 2600 .00

