



John H Kinzie Elementary School / Plan summary

2018-2020 plan summary

Team

Name	Role	Email	Access
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Team meetings

Date	Participants	Topic
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01/30/2018	Dawn Caetta, Rosa Hernandez, Karen McLinden, Kerrin Staskawicz	Framework
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01/31/2018	Dawn Caetta, Rosa Hernandez, Kerrin Staskawicz, Elsa Diaz-Santiago, Michaelle Hinkamp	Framework
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01/06/2018	Rosa Hernandez, Ann Doyle, Karen McLinden	Framework
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02/07/2018	Dawn Caetta, Elsa Diaz-Santiago, Ann Doyle, Teryl Snedden, Kerrin Staskawicz	Framework
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02/06/2018	Rosa Hernandez, Ann Doyle, Karen McLinden	Framework
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02/13/2018	Rosa Hernandez, Laura Eble, Karen McLinden	Framework
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02/14/2018	Dawn Caetta, Elsa Diaz-Santiago, Kerrin Staskawicz	Framework
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02/21/2018	Dawn Caetta, Elsa Diaz-Santiago, Kerrin Staskawicz	Framework
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02/20/2018	Rosa Hernandez, Karen McLinden	Framework
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02/28/2018	Dawn Caetta, Elsa Diaz-Santiago	Framework
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03/07/2018	ILT	Framework & Goals
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03/01/2018	Rosa Hernandez, Karen McLinden	Strategies
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03/06/2018	Rosa Hernandez, Karen McLinden	Strategies
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03/14/2018	Dawn Caetta, Teryl Snedden	Strategies
03/13/2018	Karen McLinden, Rosa Hernandez	Strategies
03/15/2018	Karen McLinden, Rosa Hernandez	Strategies
03/21/2018	ILT	Parent Plan
03/22/2018	Karen McLinden, Teryl Snedden, Jacky DeFina, Laura Eble, Rosa Hernandez	Strategies
04/04/2018	Estela Espinoza, Luz Maria Vega, Barbara Duarte, Graciela Gonzalez, Betina Cahue, Rosalina Asencio, Veronica Armas, Hilda Escot, Blanca Romom, Mariela Ramirez, Concepcion Valdez, Lizbeth Macias, Tina Romoro, Mariana Lopez, AnaBertha Madriga.	2018-2020 CIWP & Parent Plan

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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Teachers meet consistently and are leaders of the following teams: ILT, MTSS, PPLC, PPC, IBLT, Grade Level Teams and various content area committees; teachers attend meetings then all information is disseminated and shared at Grade Level Meetings or PD Days; constantly listen and synthesize what is heard and learn from all sources; all demographics are used in making decisions (Gen ED, ELs, Diverse Learners and Early Childhood); the framework for teaching is used to ground instructional guidance and coaching; use multiple data sources to drive instruction; revised our school vision to connect to IB initiatives and priorities.

Guide for Leadership & Collective Responsibility

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

Evidence, Measures, and Standards

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

Instructional Leadership Team:

Score

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

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ILT is representative of our whole staff.
 Is an important decision making body whose primary concern is raising student achievement.
 Meets bi-monthly with a focused agenda.
 Analyzes school data and creates our powerful practice based on the data.
 Data that is reviewed by ILT: 5 Essentials, SQRP, PARCC, NWEA, Dibels/TRC, Attendance Data, Illinois Science Assessment Data, ACCESS Data, etc.
 Participates in learning walks to see our powerful practice in action and provides specific feedback to staff that is not evaluative in nature, but focuses primarily on our powerful practice.
 Assists in developing the school's CIWP and monitors the CIWP quarterly for progress.
 Learns through the analysis of data about what is and isn't working and makes adjustments to school-wide improvement.
 Facilitates communication between the ILT and other school community members.
 Learning walk data is collected via a tool created by the ILT.
 Team collects data that is descriptive and related to the powerful practice- Do we see evidence of the powerful practice in action?

Guide for Instructional Leadership Team

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

Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> ✓ ILT Effectiveness Rubric Score ✓ ILT artifacts (e.g. agenda, calendar, protocols, minutes) ✓ Evidence that work of ILT has contributed to positive outcomes for students and staff ✓ Teacher team agendas/minutes reflective of ILT focus
Measures	✓ Five Essentials: Instructional Leadership
Five Essentials	Effective Leaders Collaborative Teachers
MTSS Framework	Shared Leadership, Evaluation of MTSS
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 CWP A2. Implements Data Driven Decision Making and Data Driven Instruction
NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
	<ul style="list-style-type: none"> ✓ Instructional Leadership Team Planning Tools ✓ PLC and Mentoring Coaching Resources

Professional Learning:

Score

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

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Use data to identify performance and practice gaps to inform professional learning. Professional development is offered based on need and teacher request. This year our professional learning centered on IB principles and practices, implementing a new K-5 reading curriculum and looking at student writing in grades K-4. Teachers lead professional development. Teachers schedules provide opportunities for collaboration and planning. Schedules are created for professional development throughout the year. Administration conducts frequent non-REACH observations to provide feedback on concentrations and celebrations.

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
MTSS Framework	Shared Leadership, Curriculum & Instruction
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 86. Professional Development Provided for Staff
NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
	<ul style="list-style-type: none"> ✓ Teaching the Teachers ✓ Making Better Use of Research ✓ Upcoming Professional Learning Opportunities ✓ Framework for Teaching PD Modules

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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Classroom teachers create schedules with the prescribed guidelines for instruction. Aligned our budget to CIWP priorities and school vision statement. The school organization is developed around highly qualified teachers in their appropriate specialty/grade level. Related service providers are placed in appropriate areas considering their qualifications and student needs. Make outreach efforts to engage community members as partners and resources (Sign Language community, PAC, BAC, PTC, ESL for community LSC, etc). Seek and attain grants- After School Allstars, 21st Century, Textual Materials, Vision for Chicago, Health and Wellness. Teachers write and have received personal grants to fund materials and projects in their classrooms. Content specific teachers participate in a collaborative hiring process. Strong teacher retention.

Guide for Aligned Resources

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

Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
	<ul style="list-style-type: none"> ✓ Schedules ✓ Teacher retention rates ✓ Staff exit interviews/surveys (data on reasons for leaving school or district)
Suggested Evidence	<ul style="list-style-type: none"> ✓ Candidate interview protocol documents ✓ List of community-based organizations that partner with the school and description of services ✓ Evidence of effectiveness of the services that community-based organizations provide ✓ Budget analysis and CIWP
Measures	<ul style="list-style-type: none"> ✓ Five Essentials
Five Essentials	Effective Leaders, Collaborative Teachers
MTSS Framework	Shared Leadership, Curriculum & Instruction, Family & Community Engagement
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
NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
	<ul style="list-style-type: none"> ✓ Aligning Resources with Priorities: Focusing on What Matters Most ✓ Instructional Supports ✓ Strategic Source Vendor List ✓ CPS Instructional Time Guidelines: Elementary School Overview ✓ CPS Instructional Time Guidelines: High School Overview ✓ CPS Instructional Block Guidance: K-2 Literacy ✓ CPS Instructional Block Toolkits: Math

Expectations for depth & breadth of Student Learning

4 of 4 complete

Curriculum:

Score

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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.

Our curriculum is standards driven following the CCSS, WIDA Standards, NGSS and IB Concepts. Teachers meet at grade level meetings for horizontal planning. Teachers examine data to determine mastery and to form instructional groups based on data from standardized and classroom assessments. Web based research is incorporated within units of study. Field based learning is done through various programs- Field Museum, Brookfield Zoo, Shedd Aquarium, learning garden, virtual field trips, etc. Teachers incorporate numerous programs to support instruction. Essential Understandings are identified in all unit plans and all activities are designed to deepen the essential understanding. Diverse Learners are accessing the core curriculum and are able to demonstrate knowledge of the core curriculum. IB program students are involved in inquiry based learning and are making authentic connections. They are also learning to make global connections with authentic applications of learning- Community Projects.

Guide for Curriculum

- - **Align units of instruction (horizontally/vertically) to scope and sequence maps and pace units and lessons appropriately.**
 - Focus so units can be adequately addressed in the time available.
 - Examine formative data to determine mastery and pace. Discuss how much time it takes to adequately address the essential elements, and the viability of documents that articulate essential content and timing of delivery (e.g. pacing guides, curriculum maps).
- **Utilize the ‘big ideas’ that should be taught to determine whether students are being taught the body of knowledge, the understandings and the skills expected.**
 - Identify the essential understandings – what students should learn in greater depth. In other words, know ‘covering everything but learning nothing’ does not work.
- **Expose and extend opportunities for all students to grade appropriate levels of text complexity in all types of texts, including informational in all content areas.**
 - Articulate language goals that are separate from and support content goals. Literacy - reading, writing and speaking are essential ‘learning tools’ across the curriculum (disciplinary literacy).
- **Engage all learners in content areas by fully integrating opportunities for all learners, including:**
 - Diverse learners to demonstrate core knowledge and skills.
 - English Learners to develop academic language to demonstrate mastery.
 - Use English and native language development standards in addition to content standards to differentiate instruction and assessments for English learners, to ensure meaningful access to content, regardless of English language proficiency.
 - Understand research and implement programs to develop native language literacy for English learners.
 - Advanced learners to extend core knowledge and skills.
- **Integrate academic and social emotional learning.**
- **Connection to real world, authentic application of learning. For example,**
 - Provide opportunities for meaningful project-based learning.
 - Integrate field-based learning through partnerships with city institutions (e.g. museums), colleges, universities, and community based organizations.
- Curriculum is culturally relevant/sustaining and provides opportunities to explore and celebrate students’ communities, culture, history, and language.
 - Curriculum is tailored to the strengths, needs, and interests of each student.

Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> ✓ Curriculum maps, vertical/horizontal ✓ Sequencing and pacing guides ✓ Thematic units which cover multiple disciplines ✓ Comprehensive unit plans including assessments
Measures	<ul style="list-style-type: none"> ✓ SGRP Attainment and Growth
Five Essentials	<ul style="list-style-type: none"> Ambitious Instruction Effective Leaders Collaborative Teachers
MTSS Framework	Curriculum & Instruction
CPS Framework for Teaching	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> B1. Implements Curricular Scope and Sequence and Reviews Instructional Practices C1. Creates a Culture that Supports Social Emotional Learning and Effective Effort
NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
	<ul style="list-style-type: none"> ✓ CPS Content Frameworks: Math, Science, Social Science, and Literacy ✓ CPS Literacy Scope and Sequence ✓ CPS Math Scope and Sequence Guidance ✓ Digital Citizenship Curriculum ✓ K-12 Financial Literacy Guide ✓ Personal Finance 3.0 Course ✓ Physical Education Scope & Sequence ✓ Health Education Scope & Sequence ✓ Interdisciplinary African & African American Studies Curriculum ✓ Interdisciplinary Latino and Latin American Studies Curriculum

Instructional Materials:

Score

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

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For grades K-5 and IB 6-8 we are connecting instruction to real world, adding a global perspective, working on pacing guides, use of culturally relevant materials and project based learning. Updated materials are provided for instructional units. Curriculum is tailored to strengths, need areas and interests of each student through the use of the leveled book room and the use of technology. Students in 4-8 grade have class sets of Chromebooks to use for learning and exploration. We also have iPad carts that students utilize in grades K-3 for various activities. Each classroom is equipped with a Smartboard and Elmo to support different modalities. Listening centers are provided to each primary classroom. Students use software to enhance the curriculum: Reading A-Z, Pathblazers, Moby Max, Mystery Science, etc. Students have flexible time each week to visit the computer room to conduct research. Math materials are provided for instructional units. All teachers have leveled readers or have access to the leveled book room. Materials are provided for literature circles and small group instruction. Teachers and students have 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. Teachers have input on instructional materials and resources that are purchased based on the needs of students.

Guide for Instructional Materials

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

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

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

Evidence, Measures, and Standards

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

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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Our goals for this year are moving towards IB certification in grades 6-8, implementing a new reading curriculum in grades K-5 and looking at student writing in grades K-4. Throughout all grade levels we are creating a scope and sequence for the teaching of all content areas by creating units that increase complexity and address various learning styles and needs. We are increasing inquiry in all grade levels by providing opportunities for students to research concepts and share their work with their peers through presentations and collaborative conversations. Students are using technology to create authentic presentations related to content areas. As we collect data from various sources (NWEA-Map, TRC/Dibels, PARCC, Science Assessment, REACH PTs, teacher created assessments, etc.) we will analyze data and adjust our powerful practice each year.

Our powerful practice in the next two years will be developed by our Instructional Leadership Team based on data listed above. There will be scheduled Learning Walks to determine trends throughout the school and next steps.

We will continue working on Close Reading of non-fiction texts, engaging students in collaborative conversations and instructing students in generating their own questions and responses. We 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.

Guide for Rigorous Student Tasks

- **Begin with the belief that all students can learn. (see *Culture for Learning*)**
 - Convey high learning expectations for all students and develop structures that enable practice and perseverance for each individual student.
 - Create an environment where students assume responsibility for high-quality work by persevering, initiating improvements, addressing critiques, making revisions, adding detail and/or helping peers.
 - Communicate the necessity of attendance and engagement everyday in order to succeed.
- **Plan and assign tasks that are cognitively challenging for individual students and require students to provide evidence of their reasoning.**
 - Align tasks with standards-based learning objectives that reflect the depth of knowledge expectations.
 - Tasks are Integrative to draw on multiple standards.
 - Teach for Robust Understanding in Mathematics (TRU Math). Engage students with important mathematical ideas, not simply receiving knowledge, requiring students to engage in productive struggle.
- **Tasks reflect the key shifts in literacy.**
 - **Complexity:** Tasks reward close reading of complex text; Focus on comprehension of academic language, not obscure vocabulary.
 - **Evidence:** Cite evidence from text and write to sources, not decontextualized prompts.
 - **Knowledge (non-fiction):** Tasks embed reading and writing across disciplines with a variety of literary and informational complex texts and tasks and demonstrate comprehension through speaking, listening.
- **Tasks reflect the key shifts in mathematics.**

- **Focus:** Tasks reflect a curricular and instructional focus on the major work in (e.g. operational fluency and number sense in K-2).
- **Coherence:** Multi-grade progressions stress key beginnings (e.g. ratios in 6th grade) and key end points (e.g. fluency with multiplication in 3rd);
- **Rigor:** Problems require construction of mathematical reasoning and critiques of other possible solutions.
- **Provide opportunities for students to create authentic work for real audiences (beyond the teacher) to motivate them to meet standards and engage in critique and revision.**
- **Examine student work to identify and showcase the qualities of strategic thinking that are both rich in content and relevant for students.**
 - Analyze models with students to build a vision of quality.
 - Use protocols to collectively reflect regularly on the level of cognitive demand asked of students across the school, particularly priority group students, to think strategically as speakers, listeners, readers, and writers.
 - Analyze student work samples as part of professional learning to best support students' attainment of quality work and standards.

Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> ✓ Cross-section of student work from a variety of content areas ✓ Observation of student learning (e.g. learning walks/walkthroughs) ✓ Focus group(s) and discussions with students
Measures	<ul style="list-style-type: none"> ✓ SGRP Attainment and Growth
Five Essentials	Ambitious Instruction
MTSS Framework	Shared Leadership, Curriculum & 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
NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
	<ul style="list-style-type: none"> ✓ Teaching for Robust Understanding in Mathematics (TRU Math) ✓ Math Practices: What to Look For Observation Tool ✓ Checking In: Do Classroom Assessments Reflect Today's Higher Standards? ✓ Student Work Protocol (SQUP) ✓ Slice Protocol – Looking at Student Work

Transitions, College & Career Access & Persistence:

Score

1 2 3 4

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

The school is welcoming to new students. Teachers and staff monitor students to ensure they are on task academically and socially. Parents and teachers of eighth grade students meet to discuss progress towards graduation every five weeks. A High School fair is held annually prior to graduation so students may understand their options and have ample time to apply to selective enrollment high schools through the use of the GoCPS application system. Eighth grade teachers and counselor meet with eighth grade students and parents to make certain that they meet their testing and application deadlines for high school. Students are exposed early to academic/professional worlds beyond K-8 through Junior achievement, MLK Project, Stock Market Project, Career Day and high school presentations. Teachers instruct students to review their own test data which includes NWEA goal setting. Students monitor their grades. Some students create their own portfolios. Instruction is provided on improving study skills and research projects. Students, in grades 2 - 8, practice organizational skill through planners that are provided for self advocacy. IB students in 6-8 grade are involved in service based learning projects that culminate in 8th grade with the community project. Students are participating in several attendance strategies and incentives to help build skills needed for life-long habits beyond school.

Guide for Transitions, College & Career Access & Persistence

- **TRANSITIONS - Have structures and processes in place to ensure successful transitions (e.g. into school , grade to grade, school to school, school to post-secondary).**
 - Mitigate the adverse effects experienced by some students in transition – such as arriving part-way through the school year – that can cause students to fall behind or become disengaged from school.
 - Monitor the progress of English learners after transition from services.
 - Provide programs and interventions that help students as they move from middle school through Freshmen year, including but not limited to: High School Investigation Days, CTE recruitment fairs, Freshmen Connection program (where budget allows), and a robust Freshmen Orientation program. Implement targeted holistic student supports the entire Freshmen year.
 - Provide sustained summer learning experiences to minimize learning loss and support key transition periods (e.g. summers before Kindergarten, HS, and college).
 - Use student data and best practices research to develop focused programs.
 - Expand access beyond students who are struggling academically.
 - Provide school counseling and postsecondary advising transition support and follow-up during “Summer Melt” and the first year of college.

- **AWARENESS - Expose students early to academic/professional worlds beyond K-12.**
 - Provide students opportunities to discover personal talents and skills, identify career interests, and pursue coursework/activities necessary to reach personal, academic and career goals. Expose students to CTE Pathways around career options
 - Expose students to a range of career paths and the educational requirements of each to improve long-term planning and goal-setting.
 - Start the conversation about college in primary grades.
 - Make parents aware of academic opportunities and supports for their child.
- **READINESS – Ensure equitable access to college preparatory curriculum.**
 - Provide access to 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.
 - Provide opportunities for Dual Credit/Dual Enrollment
- **SUCCESS - Provide direct assistance to all students and families through every stage of the college selection, application, and entry process (Transition to College (HS))** including, but not limited to academic planning/advising to assist with:
 - Selecting colleges with the best institutional graduation rates for their level of qualifications. (Students of all qualification levels are more likely to graduate from college if they attend a postsecondary institution with high graduation rates
 - Researching/comparing options including short and long-term financial outcomes, comparing college graduation rates, and other statistics to narrow down options.
 - Researching living wage options such as an apprenticeship or certification programs for students who wish to work after high school and/or want to delay college.
 - Applying to multiple colleges—generally three or more.
 - Navigating financial aid and capitalizing on grant and scholarship opportunities.
 - Equipping students and families with persistence strategies. (College Persistence Toolkit)
 - Help families learn about existing CTE career pathways, apprenticeships/pre-apprenticeship programs

Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> ✓ Data on college visits and college fair information ✓ Naviance Monthly Data ✓ Scholarships earned ✓ Artifacts, plans, or timelines related to successful transitions structures ✓ To & Through data
Measures	<ul style="list-style-type: none"> ✓ College Enrollment, Persistence, Drop Out, and Attendance Rates ✓ Early College and Career Credentials
Five Essentials	<ul style="list-style-type: none"> Ambitious Instruction Supportive Environment
MTSS Framework	Curriculum & Instruction, Family & Community Engagement
CPS Framework for Teaching	2b. Establishing a Culture for Learning
CPS Performance Standards for Teaching	C1. Creates a Culture that Supports Social Emotional Learning and Effective Effort
NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
<ul style="list-style-type: none"> ✓ Everything College ✓ CPS Advisory Framework ✓ Presenting college plans from meeting entry ✓ To & Through Toolkit ✓ Redefining College & Career Readiness ✓ College Scorecard 	<ul style="list-style-type: none"> ✓ CPS College Persistence Toolkit ✓ Meaningful Linkages Between Summer Programs, Schools, and Community ✓ From HS to the Future (CCAP, 2006)
CPS SCHOOL EXCELLENCE FRAMEWORK 17	

Expectations for depth & breadth of Quality Teaching

3 of 3 complete

Instruction:

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

Score

1 2 **3** 4

Objectives for each lesson are posted in the classroom. Students will articulate the objective for the lesson and some students will self monitor their understanding. Some students will formulate questions and respectively challenge other students thinking citing evidence. Students learn to work in collaborative groups using assigned roles to ensure all voices are being heard. Teachers will use formal and informal assessments to drive instruction, check for understanding and scaffold instruction to ensure all students are exposed to complex tasks. Lesson plans contain differentiation for ELs, Diverse Learners and students at Tier 2 and Tier 3 categories. Progress monitoring is occurring on a scheduled basis in the primary grades. Our MTSS coordinator creates intervention blocks for Tier 3 students to provide Tier 3 interventions. Teachers are provided opportunities to collaborate with their colleagues around strategies for balanced assessment during grade level meetings. IB Teachers have developed an Assessment Policy that incorporates the use of summative and formative assessments throughout the curriculum. During our bi-weekly MTSS meetings, the team addresses the needs of struggling students by reviewing student academic, social emotional, attendance, language and cultural considerations and vision/health data via the MTSS Tool.

Guide for Instruction

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

Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> ✓ 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"> ✓ SGRP Attainment and Growth ✓ REACH observation trends (de-identified)
Five Essentials	<ul style="list-style-type: none"> Ambitious Instruction Effective Leaders Supportive Environment
MTSS Framework	<ul style="list-style-type: none"> Curriculum & Instruction 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 Framework for Teaching	<ul style="list-style-type: none"> 3a. Communicating with Students 3b. Using Questioning and Discussion Techniques 3c. Engaging Students in Learning 3d. Using Assessment in Instruction 3e. Demonstrating Flexibility and Responsiveness
CPS Performance Standards for School Leaders	<ul style="list-style-type: none"> B1. Implements Curricular Scope and Sequence and Reviews Instructional Practices B2. Observes and Evaluates Staff and Gives Feedback to Staff
NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
	<ul style="list-style-type: none"> ✓ CPS Framework for Teaching with Critical Attributes ✓ CPS Framework for Teaching Professional Learning Modules ✓ CPS Framework for Teaching Professional Learning Opportunities ✓ Special Education Addendum ✓ English Language Learner Addendum

Balanced Assessment & Grading:

Score

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

1 2 **3** 4

Teachers create their own weights and measures for their grading system. Teachers analyze test data to inform or plan for future instruction. All teachers are provided with materials that facilitate differentiated instruction. Academic supports are provided at grade level meetings. Students who are identified as needing additional support are progress monitored according to the school created schedule. Teacher's lesson plans are created using backward design and reflect differentiated instruction for EL and diverse learners. Multiple measures are used to provide a complete picture of students' learning using NWEA, TRC/Dibels, PARCC, ACCESS, REACH Performance Tasks and formative and summative classroom tests. Assessments are created by classroom teacher teams. Teachers ensure consistency and fairness in the assessment of learning in regards to scoring. Teachers in K-4 are working on creating summative performance writing tasks aligned to CCSS. IB teachers developed an Assessment Policy that clearly and accurately communicates the learning progress and achievement to students and families. We have provided community outreach, workshops and information to provide parents with access to Parent Portal to monitor their child's progress on a daily basis. Some grade levels share consistent grading in common subject areas.

Guide for Balanced Assessment & Grading

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

Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	✓ Examples of a variety of teacher created and teacher selected assessments
	✓ Units and lesson plans with formative and summative assessments embedded in a long term plan
	✓ Evidence of assessment data analysis for the purpose of planning
	✓ Assessment calendar
	✓ Examples of gradebooks
	✓ School's grading policy
Measures	✓ SGRP Attainment and Growth
	Five Essentials: Ambitious Instruction
MTSS Framework	Curriculum & 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	81. Implements Curricular Scope and Sequence and Reviews Instructional Practices
	4b. Maintaining Accurate Records
Now What? Materials to Support Improvement Planning	
✓	CPS Balanced Assessment Framework & Assessment Models
✓	Assessment Design Toolkit
✓	Teacher Made Assessment Basics
✓	Grading principals and guidelines
✓	Great Schools Partnership –Grading + Reporting

Multi-Tiered System of Supports:

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

Score

1 2 3 4

The school is characterized by full implementation of a system of academic support for all students under Multi-tiered System of Support. MTSS instruction is provided in all classrooms. Students receive Tier one and Tier two instruction using the core curriculum. Additional assistance is provided in small group for students of need. Students who need additional intensive assistance will be pulled out for an additional thirty minutes of instruction three days/week for Tier 3 instruction. Tier 3 and Tier 2 students are progress monitored based on a monthly or bimonthly schedule looking at their areas of need. If students are not making progress the MTSS team will meet to determine next steps. The collected data (attendance, NWEA scores, teacher data, DIBELS/TRC and grades) helps the team to determine a root cause of why a student has low grades and poor attendance. The team's findings are placed on the MTSS tool for teachers to review. Parents receive notification of the additional support and/or interventions for their child to better align school and home environment.

The school has a system in place to address students with Social Emotional concerns. Classroom teachers are utilizing the CHAMPS program for school-wide expectations and positive behaviors for all students. Social worker and school psychologist are providing one on one and small group counseling sessions throughout the day. A plan is in place for referring students for additional help. Students are tracked on the MTSS Tool. Professional Development was provided at grade level meetings at the beginning of the year to track student's progress. In addition, the IB Program supports this initiative through their IB learner profiles.

Guide for Multi-Tiered System of Supports

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

Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> ✓ 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 ✓ Evidence of On Track monitoring and supports
Measures	<ul style="list-style-type: none"> ✓ SQRP Attainment and Growth ✓ Attendance Rates ✓ Course success rates (e.g. grade distributions, pass/failure rates)
Five Essentials	<ul style="list-style-type: none"> Ambitious Instruction Collaborative Teachers Supportive Environment
CPS Framework for Teaching	<ul style="list-style-type: none"> 1a. Demonstrating knowledge of content and pedagogy 1b. Demonstrating Knowledge of Students 1d. Designing Coherent Instruction 2d. Managing Student Behavior 3d. Using Assessment in Instruction 3e. Demonstrating Flexibility and Responsiveness 4b. Maintaining Accurate Records
CPS Performance Standards for School Leaders	B3. MTSS Implemented Effectively in School

Expectations for Quality & Character of School Life

6 of 6 complete

Culture for Learning:

Score

1 2 3 4

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

Expectations for academics and behavior are posted in the classrooms and throughout the building. Kinzie pledge is recited every morning. NWEA goals/data are posted outside of the classrooms and individual student goals are identified in collaboration with the students and teacher. Every teacher displays the college/university they attended so students can see that higher learning is an expectation. Some teachers are differentiating their instruction to address all of the individual students’ academic levels. Students are encouraged to model good behavior; caught being good, caught being healthy, incentive gym period for academics and behavior. IB Learner Profiles are taught and practiced throughout the school to develop internationally minded students. Our mission statement was revised to reflect the IB principle and philosophies. As a school we utilize strategies (attendance bulletin board, out of uniform days, check in/check out, home visits, parent meetings etc.) to encourage daily attendance. Provide student feedback to students and parents in various ways- progress reports, three report card pick up dates, 8th grade parent meetings every five weeks, etc. Teachers have high expectations for students that they model by having high expectations of themselves. This is constantly instilled in the students.

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

Relational Trust:

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

Score

1 2 3 4

Teacher to Principal and Teacher to Teacher as reflected on the 5 Essential Full Report 2017 is strong. Teacher to parent trust is very strong. Students to teacher trust is strong. My teacher always keeps their promises: 73% agree/strongly agree. I feel safe and comfortable with my teacher at this school; 95% agree/strongly agree. My teacher will always listen to students ideas; 91% agree/strongly agree. My teachers treats me with respect.; 91% agree/strongly agree.

Students are required to complete action service hours within the community in sixth and seventh grades 8 hours, and eighth grade 20 hours and complete a community project. Students learn about different cultures within their classroom through projects and classroom assignments. A group of parents started a dance club to learn about different folk dances throughout Latin America Countries. They shared the dances with the students during our holiday celebration. The group plans to perform during the lunch periods for The Day of the Child. Also, a Mother's Day program is planned to celebrate motherhood. Teachers are encouraged to share out with teachers around their expertise during Professional Development Opportunities. Lead teachers reach out to other district-wide professionals to keep abreast of new initiatives within the district. Professional Development was provided at the beginning of the year around ways to support students that are facing difficult situations.

Guide for Relational Trust

- **Develop trusting relationships with students so each student has at least one trusted adult in the school.**
 - Adults are responsible for occasional check-ins or serve as mentors.
- **Adult-student interactions are positive, caring, and respectful.**
 - Ensure a greater proportion of interactions are positive (as opposed to corrective) between staff and student consistently school-wide.
- **Student interactions are mutually supportive and respectful, with strong norms for positive behavior.**
 - Create opportunities for students to build positive relationships with peers.
 - Create opportunities for older students to mentor younger students.
- **Understand diversity and its impact on student learning; recognize and integrate the learning opportunities that come from a diverse community.**
 - Create opportunities for students to learn about the community they serve (e.g. culture and neighborhoods).
 - Have mutual respect for individual differences (e.g. gender, race, culture, etc.) at all levels of the school—student-student; adult-student; adult-adult and overall norms for tolerance.

- Provide training to engage diverse families and communities.
- **Support and respect one another, personally and professionally (Teacher-Teacher Trust, Teacher-Principal Trust)**
 - Respect other teachers who take the lead in school improvement efforts.
 - Respect colleagues who are experts at their craft.
 - Exchanges are marked by genuinely listening to what each person has to say and by taking these views into account in subsequent actions. Even when people disagree, individuals can still feel valued if others respect their opinions.
 - Personal regard springs from a collective willingness to extend beyond the formal requirements of a job definition or a union contract (e.g. openness or reaching out to others).
- **Utilize relationships as a means of deterring truant behavior brought on by unspoken hurdles a child may be facing.**

Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> ✓ Five Essentials/My Voice, My School Survey ✓ School Climate Standards Self-Assessment
Measures	<ul style="list-style-type: none"> ✓ Five Essentials
Five Essentials	<ul style="list-style-type: none"> Collaborative Teachers Supportive Environment
MTSS Framework	Shared Leadership, Family & Community Engagement
CPS Framework for Teaching	<ul style="list-style-type: none"> 1b, Demonstrating Knowledge of Students 2a, Creating an Environment of Respect and Rapport
CPS Performance Standards for School Leaders	<ul style="list-style-type: none"> D2. Creates, develops and sustains relationships that result in active student engagement in the learning process E1. Creates a Culturally Responsiveness Climate
Now WHAT? Materials to Support Improvement Planning	
<ul style="list-style-type: none"> ✓ Social Emotional Learning Supports (cps.edu/sel) ✓ Trust in Schools: A Core Resource for School Reform (ASCD) ✓ Creating a School Community (ASCD) 	

Student Voice, Engagement, & Civic Life:

Score

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

1 2 **3** 4

Students are involved in the study of politics, electoral process and current issues through units taught in the classroom- Illinois Unit, Chicago Unit, Constitution Unit, US History Units, World Studies Units etc. They also learned political structures and understand the electoral process through Student Council yearly elections and through mock elections. The IB curriculum in 6-8 grades teaches students to learn about and understand perspectives of those who hold different opinions and beliefs through the implementation of the IB Learner Profiles. Students exercise their voice through our Student Council. Our Student Council organizes several student events throughout the year. They also raise money to support student attendance incentives throughout the year. Our 5 Essential Survey results were strong in Supportive Environment with 87 % of our students participating in the survey last year. Students in grades 6-7 complete quarterly action service hours with a written reflection about their service. 8th grade is in the planning stages of implementation of the IB yearlong community project. All 8th grade students are required to complete twenty action service hours as a graduation requirement.

Guide for Student Voice, Engagement, & Civic Life

Study politics

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

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

Evidence, Measures, and Standards

Evidence, Measures, and Standards	
Suggested Evidence	<ul style="list-style-type: none"> • IVNS Student Survey completion rates and results • Artifacts from student-run organizations and events (including SVCs) • Meeting minutes/agendas that include student participation • Policies regarding student engagement in decision making • Service learning reports and/or reflections of SL projects • Unit and curriculum maps, rubrics, assessment artifacts • Evidence of student work • Democracy School recognition
Measures	✓ Five Essentials – Supportive Environment
Five Essentials	Supportive Environment
MTSS Framework	Curriculum & Instruction, Family & Community Engagement
CPS Framework for Teaching	2a. Creating an Environment of Respect and Rapport 2c. Engaging Students in Learning
CPS Performance Standards for School Leaders	D2. Utilize Feedback from Multiple Stakeholders for School Improvement
Content Standards	Illinois Social Science Standards, Illinois Social Emotional Learning Standards, CCSS ELA/HST 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

Based on the My Voice, My School Survey students report outside of school 82% feel mostly safe or very safe. Traveling between home and school 82% feel mostly safe or very safe. In the bathroom of school 93% feel mostly safe or very safe. In the hallway 98% feel mostly safe or very safe. In the classroom, 99% feel mostly safe or very safe. The Emergency Management Plan is reviewed twice a year and updated yearly or as needed throughout the year. The Emergency Management Team is in place and meets to review roles and responsibilities twice a year. Clear safety procedures are reviewed and posted in every classroom. All safety drill requirements are met yearly. All staff has been trained in CHAMPS (Tier 1 SEL Intervention). CHAMPS expectations are posted throughout the school and are enforced by all staff. Staff have assigned supervision duties before school, during lunch, recess and after school to ensure the safety of students. All teachers are proficient or distinguished in 2c Management Procedures and 2d Managing Classroom Behavior on the CPS Framework for Teaching. Clear discipline protocols are reviewed and enforced throughout the school by administrative team and teachers. Low misconduct percentages on Dashboard (2.46) prove that these strategies are effective.

Guide for Safety & Order

- **Ensure students and adults feel physically, socially, intellectually, and emotionally safe throughout the school.**
- **Provide clear procedures for reporting and responding to safety concerns.**
- **Manage efficient and orderly transitions between activities.**
 - Manage classroom routines and procedures to maximize instructional time.
 - Orchestrate the environment so students contribute to the management of classroom routines (e.g. transitions) without disruption of learning).
 - Arrival, dismissal, and other school-wide transitions are safe, efficient, and orderly.
- **Provide a framework for positive behavior throughout the school based on shared values and expectations.**
 - Have shared expectations for positive behavior. (See Restorative Approaches to Discipline)
- **Teach, model, and reinforce (by all staff members) clear behavior expectations for all areas of the school.**
 - All adults use active supervision (move, scan, and interact) in all settings.
- **Have a voice and take informed action.**
 - Students are included in key conversations about their learning experience and work with the principal and staff to identify issues and implement solutions. (e.g. student voice committee).
 - Students initiate and lead some school improvement initiatives.
 - Students participate in democratic decision-making at the school level.
 - Students identify and research issues of relevance and work together to propose/advocate for solutions.

- **Emphasize proactive, instructive, and restorative approaches to student behavior and minimize punitive consequences through policies and procedures. (See Restorative Approaches to Discipline)**
 - Adults correct misbehavior in ways that reinforce established expectations and cause minimal disruption to learning.
- **Clarify criteria for office referrals versus classroom managed behavior.**

Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	<ul style="list-style-type: none"> ✓ MYMS score – "Safety" ✓ % of teachers proficient or distinguished in 2c (Management of Transitions) on the Framework for Teaching? ✓ Examples of teacher practice improving in Domain 2 of the Framework for Teaching. ✓ School Climate Standards Rubric/Assessment
Measures	<ul style="list-style-type: none"> ✓ Five Essentials – Supportive Environment score ✓ My Voice, My School Survey "Safety" score
Five Essentials	Supportive Environment
MTSS Framework	Curriculum & Instruction
CPS Framework for Teaching	<ul style="list-style-type: none"> 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
NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
	<ul style="list-style-type: none"> ✓ Social Emotional Learning Supports (cps.edu/SEL)

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.

All staff has been trained in CHAMPS (Tier 1 SEL Intervention) and are implementing it in their classrooms. CHAMPS expectations are posted throughout the school and are enforced by all staff. Discipline team is in place and meets regularly to discuss issues affecting student behavior.

Assistant Principal and Security Officer are responsible for leading school-managed response to behaviors using consistent restorative practices. Clear discipline protocols are reviewed and enforced throughout the school for managing student behavior which stresses classroom behavior first. CPS Code of Conduct is implemented based on the level of the behavior. Low misconduct percentages on Dashboard (2.46) and 0% out of school suspensions show a trend towards fewer misconducts at all misconduct groups. Students are often asked to generate their own solutions for conflicts and are asked to assign their own consequences. Positive interventions are utilized: Caught Being Good, Caught Being Healthy, IB Learner of the Month, Check In-Check Out, etc. Tier 2 interventions are taught by our school psychologist and social worker to specific groups of students. Administration is researching Tier 2 curriculum to use for the 2018-2019 school year for social emotional learning.

Guide for Restorative Approaches to Discipline

- **PROACTIVE - Reinforce positive student behavior with clear expectations, routines, and procedures.**
 - A team meets regularly to organize systems that support a restorative environment.
 - Develop, reinforce, and model shared agreements and clear, positively stated expectations.
 - Well-managed routines and transitions maximize instructional time.
 - Engage families as partners.
 - Contact families frequently to inform them of positive student behavior and progress.
 - Vary acknowledgements and provide both short and long term opportunities for reinforcement for all students.
- **INSTRUCTIVE - Integrate universal SEL skills instruction and core content.**
 - Intentionally teach competencies outlined in SEL Standards. Use discipline as opportunity to teach these skills.
 - Use a Multi-tiered System of Supports (MTSS) for social, emotional, and behavioral growth.
 - Use data to determine which behaviors should be retaught or more heavily reinforced.
 - Explicitly teach expected behavior and positively reinforce consistently school-wide.
 - Avoid power struggles with students by offering choices. Redirect students privately and respectfully.
- **RESTORATIVE - Employ a discipline system that guides students to take ownership, resolve conflict, and learn from their actions.**
 - Support all staff to engage in restorative conversations and respond to behavior incidents in ways that de-escalate conflict, reteach expectations, build social & emotional skills, repair relationships, and cause minimal disruption to learning.
 - Support staff in understanding the impact of trauma on student behaviors and using trauma-sensitive approaches to discipline.
 - Identify clear disciplinary procedures for classroom-managed behaviors and office-managed behaviors. Develop a continuum of interventions and logical consequences that address the root cause of behavior and align to MTSS processes.
 - Ensure discipline systems minimize the use of punitive responses, including removing students from the classroom or school community.
 - Respond equitably to students in all subgroups. Implement processes that address and meet the needs of students who are impacted by behavior incidents.
 - Designate an administrator, such as a dean or restorative practices coordinator, responsible for leading centrally-managed response to behaviors using consistent, restorative processes.

- Provide opportunities for students to take responsibility for repairing harm caused by their actions, generate solutions, and resolve conflicts with peers or staff.

Evidence, Measures, and Standards

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

Parent and Family Partnership:

Score

1 2 3 4

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

Kinzie maintains strong parental partnerships; parent teacher conferences, family reading night, collaboration logs with parents, emails between parents and teachers, newsletters, father-daughter dance, mother-son dance and Halloween party etc. Parent workshops are provided for parents around the following topics: academic content areas, parent portal, sign language, ESL classes, computer classes, dental health, primary literacy strategies, bilingual program information, state of the school, IB parent sessions, etc.

Parents are encouraged to volunteer; LSC, PAC, BAC, PTC, classroom tutoring, learning garden volunteers, end of the year picnic, Halloween party, skating party, fund raising, field trips, etc. We assist parents with the volunteer process if and when they need the assistance.

Parent communication; Newsletters, letters to parents, flyers, calendars in multiple languages, school marquee, Kinzie website, robo calls and parent-teacher conferences. All written communication is provided in English, Spanish and Polish.

A welcoming bulletin board is displayed at the main entrance containing pictures of parents engaging in various school/community activities.

A parent room was created for parents to engage in meetings, classes, etc. Technology has been purchased (laptops, printer, smartboard) for parents to utilize in the parent room. Parent resources are provided in this room for parents.

Parents are encouraged to send emails, phone calls, and express concerns during parent participation at committee meetings.

Guide for Parent and Family Partnership

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

- Send regular, positive, personalized communication from a staff member.
- Use a variety of consistent communication methods (e.g. calls, text, newsletter, website, face to face) sensitive to cultural norms and needs.
- **Conduct intensive outreach to families in need of specialized support through home visits and collaboration with social services agencies.**
 - School responses to student excessive absences and/or tardiness includes outreach to families.
- **Provide proactive communication (e.g. parent handbook and resources).**
- **Partner equitably with parents speaking languages other than English.**
 - Information is provided to parents in their native language.
 - Parent meetings scheduled with interpreters present to facilitate participation.

Evidence, Measures, and Standards

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

School Excellence Framework Priorities

Score	Framework dimension and category	Area of focus \emptyset = Not of focus
3	Culture of & Structure for Continuous Improvement: Professional Learning	1 2 3 4 5 \emptyset
3	Expectations for depth & breadth of Quality Teaching: Balanced Assessment & Grading	1 2 3 4 5 \emptyset
3	Expectations for depth & breadth of Quality Teaching: Instruction	1 2 3 4 5 \emptyset
3	Expectations for depth & breadth of Student Learning: Rigorous Student Tasks	1 2 3 4 5 \emptyset
3	Expectations for Quality & Character of School Life: Student Voice, Engagement, & Civic Life	1 2 3 4 5 \emptyset
4	Culture of & Structure for Continuous Improvement: Aligned Resources	1 2 3 4 5 \emptyset
4	Culture of & Structure for Continuous Improvement: Instructional Leadership Team	1 2 3 4 5 \emptyset
4	Culture of & Structure for Continuous Improvement: Leadership & Collective Responsibility	1 2 3 4 5 \emptyset
4	Expectations for depth & breadth of Quality Teaching: Multi-Tiered System of Supports	1 2 3 4 5 \emptyset
4	Expectations for depth & breadth of Student Learning: Curriculum	1 2 3 4 5 \emptyset
4	Expectations for depth & breadth of Student Learning: Instructional Materials	1 2 3 4 5 \emptyset

4	Expectations for depth & breadth of Student Learning: Transitions, College & Career Access & Persistence	1	2	3	4	5	⊖
4	Expectations for Quality & Character of School Life: Culture for Learning	1	2	3	4	5	⊖
4	Expectations for Quality & Character of School Life: Parent and Family Partnership	1	2	3	4	5	⊖
4	Expectations for Quality & Character of School Life: Relational Trust	1	2	3	4	5	⊖
4	Expectations for Quality & Character of School Life: Restorative Approaches to Discipline	1	2	3	4	5	⊖
4	Expectations for Quality & Character of School Life: Safety & Order	1	2	3	4	5	⊖

Goals

Required metrics (Elementary)

18 of 18 complete

	2016-2017 Actual	2017-2018 Actual	2017-2018 SQRP Goal	2018-2019 SQRP Goal	2019-2020 SQRP Goal
National School Growth Percentile - Reading					
We looked at the teaching practices within classroom around collaborative conversations and close reads. We will continue this work for the next cycle and predict that our scores will continue to grow. We noticed that we made significant growth percentile between 2016-2017 to 2017-2018.	86.00	91.00	72.00	91.50	92.00
National School Growth Percentile - Math					
Looking at the trend over the last four years we noticed that our scores increase one year and then decrease the next year. This year our scores should go up based on the trends.	86.00	75.00	82.00	78.00	82.00
% of Students Meeting/Exceeding National Ave Growth Norms					
Looking at the data we are following the trend and expect that our students will go up and show average growth.	67.90	66.90	65.00	69.00	71.00
African-American Growth Percentile - Reading					
Not enough students to account for growth.	(Blank)	(Blank)	0.00	0.00	0.00
Hispanic Growth Percentile - Reading					
In 2017-2018 a bilingual lead was hired to provide instruction in native language and ESL. Looking at this information we predict that our Hispanic Growth Percentile will increase.	87.00	94.00	70.00	94.50	95.00
English Learner Growth Percentile - Reading					
Not enough students to account for growth.	(Blank)	(Blank)	0.00	0.00	0.00
Diverse Learner Growth Percentile - Reading					
Growth goals will increase if diverse learners are exposed to non-fiction/informational text through a variety of strategies. The new reading curriculum will support the diverse learners.	48.00	62.00	20.00	65.00	68.00
African-American Growth Percentile - Math					

Not enough students to account for growth.	(Blank)	(Blank)	0.00	0.00	0.00
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Hispanic Growth Percentile - Math

Our Hispanic population will continue to grow with the assistance of our new bilingual lead.	91.00	69.00	82.00	71.00	73.00
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English Learner Growth Percentile - Math

Not enough students to account for growth.	(Blank)	(Blank)	0.00	0.00	0.00
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Diverse Learner Growth Percentile - Math

Our DL population will continue to grow with our new HI/deaf and SPED teacher.	65.00	24.00	41.00	26.00	28.00
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National School Attainment Percentile - Reading (Grades 3-8)

Based on the trend we predict that we will continue to grow at a rate of 2%/year.	76.00	81.00	77.00	84.00	87.00
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National School Attainment Percentile - Math (Grades 3-8)

Our math curriculum is intact across 3-8 and we predict that we are on an upward trend.	77.00	76.00	87.00	79.00	82.00
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National School Attainment Percentile - Reading (Grade 2)

The goals show average growth for the next two years.	51.00	81.00	91.00	84.00	87.00
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National School Attainment Percentile - Math (Grade 2)

The goals show average growth for the next two years.	52.00	69.00	91.00	72.00	75.00
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% of Students Making Sufficient Annual Progress on ACCESS

Changes to ACCESS testing. NA for all schools	31.00	(Blank)	48.00	0.00	0.00
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Average Daily Attendance Rate

The goals show average growth for the next two years.	96.30	95.90	96.10	96.00	96.10
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My Voice, My School 5 Essentials Survey

We will continue to achieve a WELL ORGANIZED level.	(Blank)	(Blank)	(Blank)	(Blank)	(Blank)
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Custom metrics

0 of 0 complete

2016-2017 Actual	2017-2018 Actual	2017-2018 SQRP Goal	2018-2019 SQRP Goal	2019-2020 SQRP Goal
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Strategies

Strategy 1

If we do...

...then we see...

...which leads to...

Strengthen planning and implementation of inclusion and co-teaching models with an emphasis on designing tasks that are cognitively challenging for all students.	Strategic, collaborative planning between diverse learner and general education teachers that focuses on teaching, assessing and supporting learners to ensure every student is	Improved student outcomes in NWEA Reading and NWEA Math for Diverse Learners.
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exposed to content that is rigorous and authentic.

Tags:
Differentiated instruction, Best practice, Academic rigor, Ccss all, Accomodations

Area(s) of focus:
3, 4, 5

Action step	Responsible	Timeframe	Status
Provide time for SPED Teachers and General Education teacher to co-plan/collaborate.	All Teachers	Aug 27, 2018 to Jun 19, 2020	Not started
Best practice, Collaboration, Co teaching, Planning for instruction			
Provide professional development on co-teaching structures.	Diverse Learner Teachers & Administration	Aug 27, 2018 to Jun 19, 2020	Not started
Professional development, Co-teaching, Best practice, Diverse learner teachers, Diverse learning strategies			
Implement co-teaching with a shared vision for instruction using one or more of the co-teaching structures.	All Teachers Administration	Aug 27, 2018 to Jun 19, 2020	Not started
Co-teaching, Best practice, Diverse learning strategies			
Observe in classroom to give feedback on co-teaching strengths and weaknesses.	Administration Teachers	Aug 27, 2018 to Jun 19, 2020	Not started
Co-teaching, Classroom observations, Observation and feedback			
Identify model classrooms that teachers can observe.	Classroom Teachers Administration	Aug 27, 2018 to Jun 21, 2019	Not started
Peer observation, Classroom observations, Modeling			
Ensure that students with disabilities have access to core instruction in addition to specially designed instruction per IEPs.	Classroom Teachers Administration	Aug 27, 2018 to Jun 19, 2020	Not started
Core Instruction, Instructional materials, Iep goals			
Create IEPs with a statement of measurable annual goals and short-term objectives or benchmarks designed to meet the student's needs and enable them to be involved and make progress in the general education curriculum.	Special Education Teachers, Local District Representative, Administration	Aug 27, 2018 to Jun 19, 2020	Not started
Diverse Learners, Best practice, Iep goals			
Ensure that all diverse learners have access to grade level, complex text and use the IEPs to determine the range of self-contained to full inclusion.	All Teachers Administration	Aug 27, 2018 to Jun 19, 2020	Not started
Iep, Inclusion, Complex texts			
MYP IB Units articulate co-teaching plans and include relevant accommodations and modifications for Diverse Learners.	MYP Teachers IB Lead Teacher	Aug 27, 2018 to Jun 19, 2020	Not started

Diverse Learners, Co-teaching, Myp, Modifications, Accomodations

Employ strategies that guarantee access. (e.g. read-alouds, digitized audio recordings, books on tape, assistive tech, computer programs, etc.) Difficulties with decoding should not exist as a barrier to access.	All Teachers	Aug 27, 2018 to Jun 19, 2020	Not started
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Instructional material, Best practice, Modifications, Diverse learning strategies, Accommodations

Provide Professional Development around writing IEP goals and/or smart goals. ISP SSA Network 10	Counselor Case Manager	Aug 27, 2018 to Jun 19, 2020	Not started
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Professional development, Smart goals, IEP goals

Provide materials to support rigorous instruction and student growth.	Classroom Teachers Administration	Aug 27, 2018 to Jun 19, 2020	Not started
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Instructional material, Allocations of funds for purchasing materials for instruction and professional development

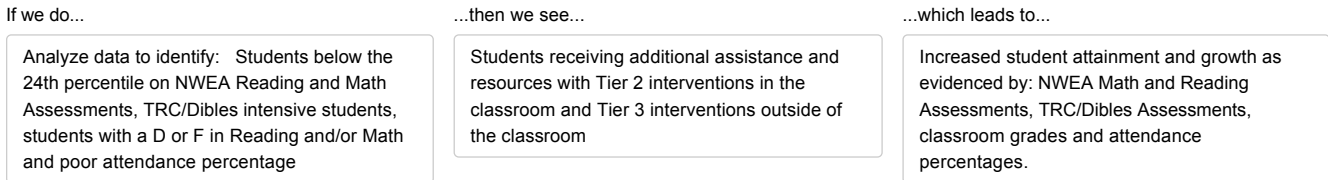
Provide general education teachers with Diverse Learner professional development: IEP Implementation, Accommodations/Modifications, Co-Teaching Strategies.	Diverse Learner Teachers Administration	Aug 27, 2018 to Jun 19, 2020	Not started
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Professional development, Co-teaching, Modifications, Accommodations, IEP implementation

Ensure all staff modify/accommodate the curriculum per students' IEPs.	All teachers Administration	Aug 27, 2018 to Jun 19, 2020	Not started
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IEP implementation

Strategy 2



Tags:
MTSS, Attendance, Tier 2 & 3, Data analysis

Area(s) of focus:
3, 4

Action step	Responsible	Timeframe	Status
Create a MTSS Planning Guide for 2018-2019 which will include the members of the team, meetings dates and dates to look at data on NWEA, DIBELS/TRC, grades and attendance to determine student's placement in Tiers.	Karen McLinden	Aug 27, 2018 to Oct 1, 2018	Not started

MTSS, Planning, Data analysis

Teachers and MTSS coordinator will update the data on the MTSS Tool which will include student's Tier for Reading and/or Math, interventions, and goals with a start and end date.	Karen McLinden Classroom Teachers	Aug 27, 2018 to Nov 5, 2018	Not started
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MTSS, Math interventions, Mtss coordinator, Reading interventions, Mtss tool

Teachers and MTSS Coordinator will provide additional instruction outside the Reading and/or Math block for Tier 2 and Tier 3 students.	Karen McLinden Classroom Teachers	Aug 27, 2018 to Oct 29, 2018	Not started
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Mtss coordinator, Tier 2 instruction, Tier 3 instruction

Teachers and MTSS Coordinator will progress monitor students as identified on the MTSS goals and update on the MTSS Tool.	Karen McLinden Classroom Teacher	Aug 27, 2018 to Jun 21, 2019	Not started
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Progress monitoring, Mtss coordinator, Mtss tool

MTSS team will meet bi-weekly to review data on students and determine next steps for additional assistance.	MTSS Team	Aug 27, 2018 to Jun 21, 2019	Not started
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Data analysis, Mtss coordinator, Mtss team

Identify students on Tier 2 and 3 for SEL to receive additional interventions from IEP Team.	Classroom Teacher Michelle Gilhooly Paris Wimberly Regina Janczyszyn	Aug 27, 2018 to Jun 21, 2019	Not started
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SEL, Interventions and supports, lep team

MTSS coordinator will monitor all progress monitoring (sight words, Dibels, TRC, Intensive Phonics, etc.) on a bi-weekly basis.	Karen McLinden	Aug 27, 2018 to Jun 21, 2019	Not started
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Progress monitoring, Accountability, Mtss coordinator

Strategy 3

If we do...

If we plan units of study around authentic writing which would include the different genres i.e. opinion, informative/explanatory and narrative for all students

...then we see...

Students writing everyday within the literacy block and/or content areas

...which leads to...

Students growth based on teacher created standards based rubrics.

Tags:

Writing, Authentic writing, Writing in the content areas

Area(s) of focus:

4, 5

Action step	Responsible	Timeframe	Status
Teachers will work together to write Units of Study around reading, science, social studies and math.	All classroom teachers.	Aug 27, 2018 to Jun 19, 2020	Not started

Planning for instruction, Writing units, Content area writing

Teachers will follow a gradual release in which they will model and complete a shared writing piece and students produce an independent writing piece.	All Classroom teachers.	Aug 27, 2018 to Jun 21, 2019	Not started
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Gradual release of responsibility, Writing process

Teachers will conference with students providing feedback on ways to improve their writing.	All Classroom teachers	Aug 27, 2018 to Jun 19, 2020	Not started
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Writing, Teacher-student conference, Writing process

Teachers will be provided time to collaborate to writing the Units of Study during grade level meetings.	All Classroom teachers	Aug 27, 2018 to Jun 21, 2019	Not started
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Teacher collaboration, Planning for instruction, Writing units

Professional Development will be provided to teachers during Principal Directed PD days on the writing process, writing rubrics, scoring students work using samples of student writing and teacher collaboration on writing.

All Classroom teacher.
Reading Specialist.

Aug 27, 2018 to Jun 21, 2019

Not started

Professional development, Teacher collaboration, Writing rubric, Looking at student work

Action Plan

Strategy 1

NOT STARTED Provide time for SPED Teachers and General Education teacher to co-plan/collaborate."

Aug 27, 2018 to Jun 19, 2020 - All Teachers

Status history



NOT STARTED May 08, 2018
Evidence
Unit/Lesson Plans

NOT STARTED Provide professional development on co-teaching structures."

Aug 27, 2018 to Jun 19, 2020 - Diverse Learner Teachers & Administration

Status history

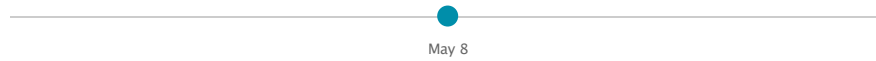


NOT STARTED May 08, 2018
Evidence
Collaboration Log Agendas

NOT STARTED Implement co-teaching with a shared vision for instruction using one or more of the co-teaching structures."

Aug 27, 2018 to Jun 19, 2020 - All Teachers Administration

Status history



NOT STARTED May 08, 2018
Evidence
Lesson Plans Schedules Observations

NOT STARTED Observe in classroom to give feedback on co-teaching strengths and weaknesses."

Aug 27, 2018 to Jun 19, 2020 - Administration Teachers

Status history



NOT STARTED May 08, 2018
Evidence
Observation notes and feedback.

NOT STARTED Identify model classrooms that teachers can observe."

Aug 27, 2018 to Jun 21, 2019 - Classroom Teachers Administration

Status history

May 8

NOT STARTED

May 08, 2018

Evidence
Classroom Observations

NOT STARTED

Ensure that students with disabilities have access to core instruction in addition to specially designed instruction per IEPs."

Aug 27, 2018 to Jun 19, 2020 - Classroom Teachers Administration

Status history

May 8

NOT STARTED

May 08, 2018

Evidence
Lesson Plans and Observations IEP's instructional materials

NOT STARTED

Create IEPs with a statement of measurable annual goals and short-term objectives or benchmarks designed to meet the student's needs and enable them to be involved and make progress in the general education curriculum."

Aug 27, 2018 to Jun 19, 2020 - Special Education Teachers, Local District Representative, Administration

Status history

May 8

NOT STARTED

May 08, 2018

Evidence
IEPs

NOT STARTED

Ensure that all diverse learners have access to grade level, complex text and use the IEPs to determine the range of self-contained to full inclusion."

Aug 27, 2018 to Jun 19, 2020 - All Teachers Administration

Status history

May 8

NOT STARTED

May 08, 2018

Evidence
Lesson Plans Observations IEPs

NOT STARTED

MYP IB Units articulate co-teaching plans and include relevant accommodations and modifications for Diverse Learners."

Aug 27, 2018 to Jun 19, 2020 - MYP Teachers IB Lead Teacher

Status history

May 8

NOT STARTED

May 08, 2018

Evidence
IB Unit Plans Sign-in sheets

NOT STARTED

Employ strategies that guarantee access. (e.g. read-alouds, digitized audio recordings, books on tape, assistive tech, computer programs, etc.) Difficulties with decoding should not exist as a barrier to access."

Aug 27, 2018 to Jun 19, 2020 - All Teachers

Status history

May 8

NOT STARTED

May 08, 2018

Evidence

Unit Plans Leveled Books Classroom Observations

NOT STARTED

Provide Professional Development around writing IEP goals and/or smart goals. ISP SSA Network 10"

Aug 27, 2018 to Jun 19, 2020 - Counselor Case Manager

Status history

May 8

NOT STARTED

May 08, 2018

Evidence

Agenda Sign In Sheets

NOT STARTED

Provide materials to support rigorous instruction and student growth."

Aug 27, 2018 to Jun 19, 2020 - Classroom Teachers Administration

Status history

May 8

NOT STARTED

May 08, 2018

Evidence

Purchase Orders Materials used in classrooms

NOT STARTED

Provide general education teachers with Diverse Learner professional development: IEP Implementation, Accommodations/Modifications, Co-Teaching Strategies."

Aug 27, 2018 to Jun 19, 2020 - Diverse Learner Teachers Administration

Status history

May 8

NOT STARTED

May 08, 2018

Evidence

Confirmation of PD completion Sign-in sheets Agendas

NOT STARTED

Ensure all staff modify/accommodate the curriculum per students' IEPs."

Aug 27, 2018 to Jun 19, 2020 - All teachers Administration

Status history

May 8

NOT STARTED

May 08, 2018

Evidence

Lesson Plans IEPs

Strategy 2

NOT STARTED

Create a MTSS Planning Guide for 2018-2019 which will include the members of the team, meetings dates and dates to look at data on NWEA, DIBELS/TRC, grades and attendance to determine student's placement in Tiers."

Aug 27, 2018 to Oct 01, 2018 - Karen McLinden

Status history



May 8

NOT STARTED

May 08, 2018
Evidence
MTSS Planning Guide for 2018-2019

NOT STARTED

Teachers and MTSS coordinator will update the data on the MTSS Tool which will include student's Tier for Reading and/or Math, interventions, and goals with a start and end date."

Aug 27, 2018 to Nov 05, 2018 - Karen McLinden Classroom Teachers

Status history



May 8

NOT STARTED

May 08, 2018
Evidence
MTSS Tool

NOT STARTED

Teachers and MTSS Coordinator will provide additional instruction outside the Reading and/or Math block for Tier 2 and Tier 3 students."

Aug 27, 2018 to Oct 29, 2018 - Karen McLinden Classroom Teachers

Status history



May 8

NOT STARTED

May 08, 2018
Evidence
Classroom and MTSS Coordinator Schedule

NOT STARTED

Teachers and MTSS Coordinator will progress monitor students as identified on the MTSS goals and update on the MTSS Tool."

Aug 27, 2018 to Jun 21, 2019 - Karen McLinden Classroom Teacher

Status history



May 8

NOT STARTED

May 08, 2018
Evidence
MTSS Tool

NOT STARTED

MTSS team will meet bi-weekly to review data on students and determine next steps for additional assistance."

Aug 27, 2018 to Jun 21, 2019 - MTSS Team

Status history



May 8

NOT STARTED

May 08, 2018
Evidence
Agenda

NOT STARTED

Identify students on Tier 2 and 3 for SEL to receive additional interventions from IEP Team."

Aug 27, 2018 to Jun 21, 2019 - Classroom Teacher Michelle Gilhooly Paris Wimberly Regina Janczyszyn

Status history



NOT STARTED May 08, 2018
Evidence
Referral Form and MTSS Tool

NOT STARTED MTSS coordinator will monitor all progress monitoring (sight words, Dibels, TRC, Intensive Phonics, etc.) on a bi-weekly basis."

Aug 27, 2018 to Jun 21, 2019 - Karen McLincen

Status history



NOT STARTED May 08, 2018
Evidence
Weekly Email to Administration regarding progress

Strategy 3

NOT STARTED Teachers will work together to write Units of Study around reading, science, social studies and math."

Aug 27, 2018 to Jun 19, 2020 - All classroom teachers.

Status history



NOT STARTED May 08, 2018
Evidence
Units of Study. Lesson Plans.

NOT STARTED Teachers will follow a gradual release in which they will model and complete a shared writing piece and students produce an independent writing piece."

Aug 27, 2018 to Jun 21, 2019 - All Classroom teachers.

Status history



NOT STARTED May 08, 2018
Evidence
Classroom Observations by Administration. Writing Pieces. Rubrics.

NOT STARTED Teachers will conference with students providing feedback on ways to improve their writing."

Aug 27, 2018 to Jun 19, 2020 - All Classroom teachers

Status history



NOT STARTED May 08, 2018
Evidence
Classroom Observations by Administration. Lesson Plans.

NOT STARTED

Teachers will be provided time to collaborate to writing the Units of Study during grade level meetings."

Aug 27, 2018 to Jun 21, 2019 - All Classroom teachers

Status history

May 8

NOT STARTED

May 08, 2018

Evidence

Units of Study. Lesson Plans. Agendas Collaboration Log

NOT STARTED

Professional Development will be provided to teachers during Principal Directed PD days on the writing process, writing rubrics, scoring students work using samples of student writing and teacher collaboration on writing."

Aug 27, 2018 to Jun 21, 2019 - All Classroom teacher. Reading Specialist.

Status history

May 8

NOT STARTED

May 08, 2018

Evidence

Rubrics Writing Samples Collaboration Log

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.

ESSA Program

ESSA Schoolwide Program

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

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

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

Non-title school that does not receive any Title funds

Parent Involvement in Targeted Assistance and Schoolwide Programs

I verify that the statement below is correct

Every Student Succeeds Act (ESSA), the reauthorization of the Elementary and Secondary Act of 1965 continues a legislative commitment to parental involvement. Central features of prior reauthorizations, such as school-parent compacts, parent involvement policies, and the parent involvement funding formula remain unaltered. However, the ESSA reauthorization represents a notable shift in the role of parental involvement in the schools. It includes new provisions increasing parental notification requirements, parental selection of educational options, and parental involvement in governance. It envisions parents as informed and empowered decision makers in their children's education.

Parent and Family Plan

Parent and Family Engagement Policy

Complete

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

Parents will be consulted through regular monthly parent meetings. Monthly meetings are scheduled throughout the year to review and revise the ESSA Title I parental and family engagement plan and policy, school review process, and school improvement.

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

Monthly meetings will be put on the school calendar that is given to parents. Parents will also be notified by the Blackboard out-call system. The annual meeting agenda will be posted and the meeting notice will be sent to all parents seven days prior to the annual meeting. Annual Title I Meeting- September __, 2018. PAC Organization Meeting- September __ 2018.

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

We have a room (104) for parents to hold their regular meetings. During the monthly meetings someone from the administrative team is available to listen to and respond to parent questions, suggestions and input about the education of their children. Administration also reads and responds to notes that are taken at the monthly parent meetings.

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.

Coordinate parent meeting dates to involve all parent stakeholders- BAC, PAC, PTC, etc. Classroom Teachers, MTSS Teacher and English Language Program Teacher will communicate with parents regarding reading performance measures and how parents can help at home.

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.

Parents will be notified immediately if the instructor is not highly qualified. Parents will receive appropriate letters regarding this situation.

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

Parents will have the opportunity to speak to teachers and administration regarding assessment results and standards at all times during the school year. Parents can schedule appointments with teachers and administrators throughout the academic year. Principal also presents a State of the School presentation at the beginning of the year for all parent groups (LSC, PTC, PAC, & BAC) explaining academic assessments and their results. Parents will receive student letters that will explain student progress on all assessments.

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

Kinzie hosts a Family Reading Night in which parents can come to school and learn how they can assist their children at home. A resource room is provided within the school with resources to help parents. During report card pick up a workshop is held to assist parent to access their child's grades on the parent portal. Parents are encouraged to be a part of the school and attend BAC, PAC, and PTC meetings to learn about Kinzie School. Parents have access to software and textual materials provided by Kinzie School to help their children at home. Parents are also encouraged to attend field trips with their child. Kinzie hosts various programs within the school and parents come out and volunteer.

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

Our staff provides workshops for parents with literacy information and will provide information regarding technology. Staff will assist parents to improve the academic achievement of their children through ongoing communication.

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

We hold family events at the school to encourage involvement. Staff and parent attendance is very high for these events- Open House, Family Reading Night, Report Card Pick Ups, Family Fun Fest, etc.

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

Information will be distributed to parents in a timely manner in several ways and in several languages.

Policy Implementation Activities

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

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

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

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

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

N/A

School-Parent Compact

Complete

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

Kinzie Elementary School's rigorous curriculum and diverse environment empowers all students to become critical thinkers, lifelong learners, global citizens and visionary leaders of the future.

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.

Kinzie has a Fall Open House where we invite all parents to meet the teachers and staff. 1st, 2nd & 3rd quarter Report Card Pick-up dates provide an opportunity for parents to meet directly with teachers to discuss student progress. IEP/504 meetings are held annually for all diverse learners. Eighth grade parent meetings are scheduled every five weeks with students that are at risk to ensure success and graduation. Parents can meet with teachers Monday-Friday during teacher preparation periods when an appointment is scheduled.

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

Kinzie will send quarterly report cards/IEP supplements, quarterly progress reports and assessment information to parents to keep them informed of student progress.

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

Kinzie is open before school and after school hours. Teachers are available for parent meetings at all times with prior written request. Parents can also meet with teachers during their preparation periods. Parents also communicate with teachers via CPS email and through telephone conferences.

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

Parents are welcome to volunteer any time at Kinzie. Parents must complete CPS documentation before they can begin volunteering.

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

We ask parents to monitor grades, check daily planners and discuss progress daily with their children. Parents must monitor homework daily to ensure homework is completed. Parents must ensure that their children attend school and are on time every day.

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 are invited to parent meetings where they are able to express their concerns, ideas and plans for the future of Kinzie Elementary. Parent communication is frequent through letters, out-calls, monthly calendars, the Kinzie Website, and postings on the school marquee.

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).

We ask all students to attend school regularly. Come to school prepared with their homework and supplies. Resolve conflicts in a positive way. Always try to do their best in their work and behavior.

Parent Budget

Complete

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

Our goal(s): 1. To have parents attend monthly meetings where they receive information on student assessments/reports and how to read them (strengths and areas of need), Parent Portal (monitoring of grades and homework), events at Kinzie and other school parent committees. 2. Offer parents quarterly workshops which provide the parents tools to help their children make academic and social gains.

Allocate your Mandated Title 1 Parent and Family Engagement Funds to support your Parent and Family Engagement 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.	\$ Amount .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.	\$ Amount .00
53205	Refreshments Allocation CAN NOT EXCEED 25% of the Parent Budget. Refreshments must be used for Title 1 PAC meetings, trainings and workshops.	\$ 514 .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)	\$ Amount .00
54505	Admission and Registration Fees, Subscriptions and memberships For Parents use only.	\$ Amount .00
<p>54205</p>	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.	\$ Amount .00
<p>54565</p>	Reimbursements Allocation CAN NOT EXCEED 25% OF THE Parent Budget. All Parent Reimbursements related to Title 1 parent and family engagement must be paid from this account. Receipts must be clear unaltered and	\$ Amount .00

itemized. School must keep all receipts.

<p>53510</p>**Postage**

Must be used for parent and family engagement programs only.

\$	Amount	.00
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53306

Software

Must be educational and for parent use only.

\$	Amount	.00
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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.

\$	1542	.00
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