



Matthew Gallistel Elementary Language Academy / Plan summary

2018-2020 plan summary

Team

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Team meetings

Date	Participants	Topic
02/01/2018	Carol Kaim, Sarah Dobda, Kim Nelson, Josephine Mounts, Margaret Kerrigan, Sue Reynolds, Tisha Grudzien	Developing the CIWP Team and reviewing the School Effectiveness Framework for 2018 to 2020
02/08/2018	Sarah Dobda, Kim Nelson, Josephine Mounts, , Sue Reynolds	Entering Evidence for the SEF for 2018-2020
02/12/2018	Carol Kaim, Sarah Dobda, Kim Nelson, Josephine Mounts, Sue Reynolds	Completing Evidence for the SEF for 2018-2020
02/15/2018	Carol Kaim, Josephine Mounts, Kimberly Nelson, Sarah Dobda, Margaret Kerrigan, Susan Reynolds,	Reviewing the Evidence for the SEF for 2018-2020; Determining the Framework Priorities
03/01/2018	Carol Kaim, Josephine Mounts, Kimberly Nelson, Sarah Dobda, Margaret Kerrigan, Elizabeth Newman, Janet Cullina	Setting Goals
03/15/2018	Carol Kaim, Kimberly Nelson, Gina James, Tisha Grudzien, Matthew Grudzien, Susan Reynolds, Sarah Dobda, Elizabeth Newman	Strategies
04/06/2018	Susan Reynolds, Sarah Dobda, Kimberly Nelson	Strategies/Action Steps
02/21/2018	Sarah Dobda, Kimberly Nelson, Anna Garza, Raymundo Valdez, Josephine Mounts,	Overview of SEF, Priorities, and Strategies
03/21/2018	Sarah Dobda, Kimberly Nelson, Josephine Mounts, Anna Garza	Overview of SEF, Priorities, and Strategies
04/13/2018	Sarah Dobda, Kimberly Nelson, Susan Reynolds	Review of CIWP draft

School Excellence Framework

Culture of & Structure for Continuous Improvement

4 of 4 complete

Leadership & Collective Responsibility:

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

Score

1 2 3 **4**

Strengths:

The vision and mission statement is posted in every classroom and throughout the buildings. This vision and mission was collectively created by the stakeholders. The NWEA score expectations are posted throughout the school and accessible to students and staff. The principal holds monthly community and parent engagement meetings called "Coffee with the Principal." As a school, we have identified teacher leaders that offer mentorship and expertise in a variety of areas. These teachers attend trainings and provide information to staff members. Teachers are encouraged to seek outside professional development, which is then shared with the grade-level teams. Teachers share best practices across grade bands that result in academic success for all students. Administrators are actively engaged with grade-level teams to implement plans that move the school forward. Through the implementation of restorative practices and the Second Step Curriculum school-wide, Gallistel has maintained the Exemplary Status through the Office of Social Emotional Learning.

Areas for Improvement:

As a school, we would like to increase the impact of outside professional development by providing opportunities and time for staff to share best practices with their peers.

Continue to provide coaching aligned with the Framework for Teaching.

Create a more systematic approach to ensure professional growth in occurring for all staff.

To move to organized according to the 5Essentials survey. In report from school year 2016 the school was organized and in school year 2017 dropped slightly to moderately organized with 58 points. The goal is to move to organized again.

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:

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

Score

1 2 3 4

evidence, exchange ideas, and propose and implement solutions to challenges to school improvement.

Strengths:

Our ILT has structured and regular meetings in which staff collaborate effectively and with an equal voice. ILT has taken a proactive approach to address the root causes of school-wide challenges. ILT continuously analyzes data and discusses the next steps to positively impact student performance. The ILT and teacher teams utilize the problem-solving process to identify areas of academic and social-emotional concerns, root causes, and action steps to address the identified issues.

Areas for Improvement:

Increase participation of all stakeholders within the ILT by allowing staff input towards developing the agenda.

Develop a systematic way of disseminating information to all grade-level teams.

To move to organized according to the 5Essentials survey. In report from school year 2016 the school was organized and in school year 2017 dropped slightly to moderately organized with 58 points. The goal is to move to organized.

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	<ul style="list-style-type: none"> ✓ Five Essentials: Instructional Leadership
Five Essentials	<ul style="list-style-type: none"> Effective Leaders Collaborative Teachers
MTSS Framework	<ul style="list-style-type: none"> Shared Leadership, Evaluation of MTSS
CPS Framework for Teaching	<ul style="list-style-type: none"> 4a. Reflecting on Teaching & Learning 4d. Growing and Developing Professionally 4e. Demonstrating Professionalism
CPS Performance Standards for School Leaders	<ul style="list-style-type: none"> A1. Assesses the Current State of School Performance and Develops a CIWP A2. Implements Data Driven Decision Making and Data Driven Instruction
NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
	<ul style="list-style-type: none"> ✓ Instructional Leadership Team Planning Tools ✓ PLC and Mentoring Coaching Resources

Professional Learning:

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

Score

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Strengths:

Professional Development is provided by teacher experts. The appropriate amount of time is provided, so teachers can practice newly learned strategies prior to an observation. New teachers are provided with a mentor. Grade-level teams share strategies with each other weekly during grade-level meetings. Opportunity for peer observations are provided to staff by administrators. Collaboration time is included for observer and the teacher being observed to support new learning.

Areas for Improvement:

Focusing on closing achievement gaps for Diverse Learners and ELL students.
Share student samples/assessments along with a protocol for grade-level discussion.
Develop/provide cohesive and coherent professional development school-wide for the entire school year. The goal is to move to organized from moderately organized on the 5Essential survey.
Provide optional opportunities for teachers to attend professional development with the expectation that the teachers will share the information with staff.

Guide for Professional Learning

- **Select and design professional learning (PL) to achieve school-wide improvement, including closing priority group achievement gaps.**
 - Use data to identify performance and practice gaps to inform PL plan.
 - Use research about best practices to identify potential learning and subject matter experts to support.
 - Solicit feedback from staff to inform selection of PL opportunities.
 - Provide PL relevant to the cultural and linguistic needs of students.
 - Provide both whole staff and differentiated PL to individual teacher levels.
- **Implement and sustain on-going, job-embedded professional learning (PL) (e.g. coaching, peer learning opportunities, action research)**
 - Recommend and/or provide PL opportunities directly related to individuals' specific areas of need and professional growth goals.
 - Encourage staff to broaden networks to bring new knowledge and resources to learning environment.
 - Teachers initiate opportunities for professional growth and proactively seek opportunities to enhance content knowledge and pedagogical skill.
- **Structure time for teachers to collaborate and learn together.**
 - Create schedules and systems to conduct peer observations, and coaching. Reflect on its impact.
 - Teachers provide and accept collegial support and feedback to/from colleagues.
 - Teachers participate in and facilitate professional inquiry in teams to advance student learning.
- **Make 'safe practice' an integral part of professional learning.**
 - Allow teachers ample time to try new strategies, refine skills, grapple with implementation problems, and share knowledge and experience.
 - Provide support that addresses the specific challenges of changing classroom practice. Provide coaching/mentoring support to validate continuing to work through struggles.
- **Monitor implementation to ensure staff uses new knowledge to improve practice and it is having the desired effect on practice and student outcomes.**
 - Conduct frequent non-REACH observations to provide coaching and actionable feedback.
- **Provide induction and support for new teachers.**
 - Assign each new teacher a mentor who is skilled in pedagogy and is an open, collaborative colleague.
 - Schedule a series of 'learning experiences' for new teachers that helps them navigate important initiatives (e.g. REACH) and provides information on school specific goals and resources.

Evidence, Measures, and Standards

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

The administration maximizes instructional time through purposeful scheduling over the summer with the ILT. The budget is aligned to CIWP priorities. Teachers are able to order resources as needed through a well-managed process. Interviews are conducted by a team composed of teachers, LSC Members, and administrators. The school social worker and psychologist provide social-emotional support to the students in the classroom and in small groups at all grade levels. We have partnered with Family Rescue that provides a therapist to students that are victims of domestic violence.

Areas for Improvement:

Prior to the purchase materials, we will be evaluating or piloting the materials for effectiveness. Resources should be inventoried and organized.

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

Curriculum:

Score

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

1 2 3 4

Teachers have units in all content areas with essential questions to guide their instruction. The grade levels adhere to CPS Content Frameworks in all content areas. Literacy is integrated into all content areas at grade-appropriate levels in all types of texts and informational text. English Language Learners and Diverse Learners are given opportunity for learning in all content areas. Teachers are integrating academic vocabulary into their lessons guided by the Learning Continuum. Social Emotional Learning is integrated into the curriculum and an integral part of the culture. Teachers integrate Cool Tools and PBIS into their instruction. The culture of the classrooms reflect a positive atmosphere. The Network Scope and Sequence is followed for literacy and math. Teachers use leveled texts to support the students at their instructional level. English Language Learners are supported with Bilingual instruction and resource support based on Access scores. Math and literacy vertical alignment meetings have been scheduled throughout the year to address the drop in NWEA growth in both reading and math for all students.

Areas for Improvement:

The structure of the vertical alignment meetings need to be refined.

Identify additional outside resources to provide students with opportunities for field-based learning.

To improve Reading NWEA growth to 70% and Math NWEA growth to 60%. Scores dropped in the spring of the 2017 school year.

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

- ✓ [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:

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

Score

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Technology is integrated in all classrooms ie. promethean boards, laptops, IPADs, Elmos. Students also have the opportunities to learn through listening centers and software programs such as IXL Math, Stride Academy, Starfall, Reading A to Z, etc. Additionally technology classes are scheduled as Student Enrichment Classes for grades Pre-K to 8. The teachers provide centers and small group instruction in Language Arts, Math and Science. The students are engaged in hands-on activities, and manipulatives are a standard practice in the classrooms. Teachers utilize multimedia to convey conceptual knowledge. Instructional materials are leveled. Teachers model effective use of materials and ensure that the materials are leveled to enhance mastery. Teachers work with Fountas and Pinnell and Scholastic Readers within their content area. Teachers use gradual release in their instruction to ensure clear understanding of the concept prior to students working independently.

Areas of improvement:

- We need a systematic approach to our bilingual curriculum and materials.
- We need a systematic approach to our math curriculum school-wide.

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	✓ SQRP Attainment and Growth
Five Essentials	Ambitious Instruction Supportive Environment
MTSS Framework	Curriculum & Instruction
CPS Framework for Teaching	1a. Demonstrating Knowledge of Content and Pedagogy 1b. Demonstrating Knowledge of Students 1c. Selecting Learning Objectives 1d. Designing Coherent Instruction
CPS Performance Standards for School	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✓ UDI 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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Many students are citing evidence from text when answering questions. Informational text is an integral part of instruction. Writing across the curriculum is integrated into instruction and discussed in grade-level meetings. Close reading is integrated into lessons. Attendance is a high priority and an expectation. There are monthly incentives for classrooms and students to receive perfect attendance. Tasks are aligned to standards-based learning objectives and integrated to draw on multiple standards. Academic vocabulary is emphasized in all content areas and aligned with the learning continuum.

Areas of Improvement:

Engage students in teacher-created lessons that develop agency, authority, and identity to enhance student learning. Analyze student work in grade level meetings more frequently. School-wide vertical mapping has begun; however, grade levels need to communicate end of year expectations. Teachers need to create more activities that address Level 3 and Level 4 from the Webb's Depth of Knowledge. The goal is to improve Reading NWEA growth to 70% and Math NWEA growth to 60%. Scores dropped in the spring of the 2017 school year. To continue the trend of growth in providing ambitious instruction and move from moderately organized to organized according to the 5Essentials survey.

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	<ul style="list-style-type: none"> 1.d. Designing Coherent Instruction 2b. Establishing a Culture for Learning 3b. Using Questioning and Discussion Techniques 3c. Engaging Students in Learning
CPS Performance Standards for School Leaders	B1. Implements Curricular Scope and Sequence and Reviews Instructional Practices
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 Assignments Reflect Today's Higher Standards? ✓ Student Work Protocol (SWP) ✓ 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)

We have provided programs and interventions that help students as they move from middle school through Freshman year. We have provided opportunities for students to explore options for high school/colleges. We have include parents in informational sessions about the selective enrollment process and college/career access. The counselor has provided informational sessions for parents and students on Go CPS for parents and students to ensure students are enrolled for high school and 100% of the eighth grade class completed the Go CPS process. Students are attending network high school fairs. The counselor has scheduled and organized a high school fair at Gallistel, which allowed parents the opportunity to attend with their children. Career day is held annually.

Areas of Improvement:

A systematic way of assisting sixth and seventh grade students with Naviance needs to be developed.

The systematic way of assisting eighth grade students needs to be refined.

We need to offer the 8th-grade algebra course for high school credit.

Plan field trips to visit more high schools and colleges.

Invite Gallistel alumni to return to talk to students about their high school and college experiences.

Seek out a wide variety of speakers from different career paths to expose students to the various employment opportunities available.

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 awarded✓ Ambition plans, or timelines related to successful transitions structures✓ To & Through data
Measures	<ul style="list-style-type: none">✓ College Enrollment, Persistence, Drop Out, and Attendance Rates✓ Early College and Career Credentials
Five Essentials	Ambitious Instruction Supportive Environment
MTSS Framework	Curriculum & Instruction, Family & Community Engagement
CPS Framework for Teaching	2b. Establishing a Culture for Learning
CPS Performance Standards for	C1. Creates a Culture that Supports Social Emotional Learning and Effective Effort
NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING	
<ul style="list-style-type: none">✓ Everything College✓ CPS Advisory Framework✓ Preventing college plans from melting away✓ To & Through Project✓ Redefining College & Career Readiness✓ College Scorecard	<ul style="list-style-type: none">✓ CPS College Persistence Toolkit✓ Identifying Linkages Between Summer Programs, Schools, and Community✓ From HS to the Future (CCSR, 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

Teachers regularly have the students discuss the relevance of what they are learning and how it applies to the objectives. Teachers anticipate possible student misunderstanding and adjust their instruction accordingly. Academic vocabulary is emphasized and aligned with the Learning Continuum. The students use this vocabulary appropriately when discussing the materials with the teacher and other students.

Classrooms use a variety of low and high level, open ended and developmentally appropriate questions to challenge students. Students are required to cite textual evidence to support and develop a claim. Students engage in small group discussions to support their thinking. They also turn and talk to each other to discuss the concept they are learning. Teachers implement early interventions in a timely manner to help students that are struggling in grades Kindergarten through 3rd grade. Classrooms utilize exit slips, quizzes, informal assessments, observations and NWEA Skills checklists to monitor students progress and assess next steps to ensure mastery of the skill and objective.

Areas of improvement:

Teachers need to consistently scaffold instruction to ensure all students, including Diverse Learners and English Learners, access complex texts and engage in complex tasks.

A systematic approach to monitor progress and to check for student understanding needs to be implemented school-wide. NWEA school-wide Reading growth dropped from 91% in 2016-2017 to 56% in 2017-2018. Math NWEA school-wide growth dropped from 81% to 32%. This drop in scores may be due to the transition of downsizing from three buildings to one. Instruction needs to be focused on raising Reading scores to 70% and Math scores to 60%.

The diverse learner students will increase the growth in reading from 36% to 50% on NWEA Spring 2018 assessment.

The diverse learner students will increase the growth in math from 25% to 50% on NWEA Spring 2018 assessment.

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"> ✓ SGRF 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
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

All grades have a systematic approach to address screening, diagnostic and progress monitoring assessment to correctly identify gaps.

Assessments are accessible to all students, including DL and EL, through the use of accommodations and modifications in all classrooms.

Consistent communication occurs to all stakeholders in order to make an educated decision about students' education.

Areas of Improvement:

Identify an appropriate 5-week assessment in literacy and math, which will be used with fidelity across all grade levels.

Guide for Balanced Assessment & Grading

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

Evidence, Measures, and Standards

EVIDENCE, MEASURES, AND STANDARDS	
Suggested Evidence	✓ Examples of a variety of teacher created and teacher selected assessments
	✓ Units and lesson plans with formative and summative assessments embedded in a long term plan
	✓ Evidence of assessment data analysis for the purpose of planning
	✓ Assessment calendar
	✓ Examples of gradebooks
	✓ School's grading policy
	✓ Grade distribution reports (course success rates)
Measures	✓ SGRP Attainment and Growth
Five Essentials	Ambitious Instruction
MTSS Framework	Curriculum & Instruction
CPS Framework for Teaching	1c. Selecting Learning Objectives
	1e. Designing Student Assessment
	3d. Using Assessment in Instruction
	4a. Reflecting on Teaching & Learning
	4b. Maintaining Accurate Records
CPS Performance Standards for School Leaders	B1. Implements Curricular Scope and Sequence and Reviews Instructional Practices
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

Teachers empower students to advance their learning. Classrooms are student-centered. We are tracking attendance and have incentives for students to attend school. Systems are in place to address students on MTSS Tier 2 and Tier 3 both academically and social-emotionally. The school utilizes CICO to address students that need additional support. There is a systematic approach in grades K-8 to address students that need MTSS academically and social-emotionally. Team meets weekly to review information on students in need of supports and monitors progress being made. We communicate with parents about additional supports in place such as Metropolitan Services, social worker, and other outside agencies that provide services i.e vision, hearing, and dental.

Areas of Improvement:

MTSS needs to adhere to the entrance and exit criteria for academic and social-emotional supports.
Develop a student - tracking document that tracks the effectiveness of various interventions.

Guide for Multi-Tiered System of Supports

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

Evidence, Measures, and Standards

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

Classes use strategies to reinforce and cultivate student curiosity. Classes make learning goals relevant to students and inspire student to stay committed to their learning goals. Teachers utilize strategies to encourage daily and timely attendance. Students are in a monthly raffle for perfect attendance to win prizes. School-wide expectations are clearly displayed. Students are recognized for high levels of achievement. All students receive recognition. The staff ensures students feel safe to share misunderstandings and struggles. A social worker is on staff to address student concerns and outside groups also provide support to our students. Students self-assess and take responsibility for their own learning. Our PBIS program encourages students' sense of belonging to the school and classroom community. We recognize students and staff for their efforts by providing praise, Golden Tickets, Purple Pride swipes or punches and Shout Outs to staff.

Areas of Improvement:
 Continue to provide training on restorative practices to ensure that all staff members are consistently communicating that all students can achieve at high levels.
 All teachers should be engaged in student feedback on academic tasks and how they can be engaged in regulating their own learning.

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 ✓ SQR# Attainment and Growth
Five Essentials	<ul style="list-style-type: none"> Ambitious Instruction Collaborative Teachers Supportive Environment
MTSS Frameworks Curriculum & Instruction	
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 Competency 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

We have a check in and check out system throughout the school. The students are motivated by our PBIS system and strive to be respectful, responsible and safe. Most students demonstrate respectful behavior towards peers and adults. Staff recognizes each other by putting information in the Shout Out box. This information is displayed weekly for all stakeholders to see. The principal has open door policy and the staff is comfortable to share their concerns and frustrations. Grade levels are cohesive and collaborative. Teachers assist each other with instructional goals. Instructional leaders are respected by their peers. The culture of the students is embraced and mutual respect is shown. The students work with younger students by engaging in a buddy reading program. Extracurricular activities engage students from multiple grades.

Areas of Improvement:

Continue to provide opportunities to build student trust academically by building student leadership and opportunities for students to share their learning with their peers.
Increase opportunities for students to be more engaged in their neighborhood.

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	<ul style="list-style-type: none"> 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:

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

Score

1 2 3 4

Community School Grant provides extracurricular programs such as band, chess, drama, bully patrol to name a few. All stakeholders are engaged in planning the program. It is monitored and measured for success. We have a student council that sponsors student activities. We have an annual Career Day and have included elected officials and community members to share their experience with our students. Students are surveyed for student interest and PBIS incentives. Gallistel is one of the few schools in the area which has a Veteran's Day assembly at which veterans are invited to attend and be recognized on stage by our student body. At this assembly our choir, orchestra, and band perform. At the annual PBIS pep rally students share their enthusiasm for their school and community. All stakeholders are engaged in the planning of the annual Information Day which is held in August. During Information Day parents, students, teachers, community members, and committees are engaged in welcome back to school activities.

Areas of improvement:

- Increase student voice in school decisions.
- Provide additional opportunities for service-based learning projects within the community.

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"> • IVINS 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	D3. 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

We have a student run Bully Patrol to help with interventions of students. Systems are in place for managing transitions. Cool Tools are provided to classrooms and reviewed. Parent Patrol provides a safe environment for arrival and dismissal of students. PBIS is implemented and followed throughout the school. The matrix is displayed for all to see. Monitoring of student behavior is entered in Student Logger. There are two security officers on the school grounds at all times. Teacher assistants and security officers are used for morning and afternoon supervision of students. Students are provided behavior plans to ensure the safety of themselves and others.

A social worker is staffed to address student concerns.

Areas for improvement:

Review protocols for transitions during recess and lunch periods with all staff.

Through the use of PBIS, SEL and other systems and protocols in place the school will move from moderately organized to organized according to the 5Essentials survey.

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

Purple Pride team meets regularly to review the PBIS program. MTSS team meets regularly to review a systematic way to address students academic and social needs. The staff takes a proactive approach to identifying the needs of students when there are academic or social emotional concerns occurring in the school.

The Second Step is an SEL curriculum that is taught school-wide. Check in and check out is utilized for students that are struggling.

Instruction continues when there are student problems in the classroom.

Restorative conversations are held as needed and the number has risen from 261 to 358. There has also been a decrease in out of school suspensions from 19 to 13.

The school has changed the format of the detention and has added a reflective piece for the student to complete as part of the detention.

Areas for improvement:

Provide additional support with restorative practices for staff.

Detentions have risen from 151 to 170 and the school is working on decreasing the number of detentions.

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.

The school has a very warm and inviting environment. After-school events such as literacy night, assemblies and activities that include families. Coffee with the Principal occurs monthly. There are active parent groups that are engaged in decision making of the school.

Academic workshop for parents throughout the school year. Awards ceremonies occur for children and invitations are sent out to parents and family members. Parent Patrol is in place to provide a safe environment for our community. Parents are utilizing parent portal and engaged in their students' learning. A parent handbook is provided to all families. The students receive a newsletter to bring home to their families. Important information is shared with the community on Facebook. Important information is shared on Gallistel's website,

Areas of improvement

Improve parent attendance to school activities by personal invitations.

Increase opportunities to engage in classroom activities for parents.

Increase parent engagement in school-wide activities.

Increase teacher solicitation of parent involvement.

Integrate an academic component to popular assemblies to increase parent awareness of students' curriculum.

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

- ✓ 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

- ✓ 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 etc. Communicating with Families

CPS Performance Standards for School Leaders: D1. Engages Families

NOW WHAT? MATERIALS TO SUPPORT IMPROVEMENT PLANNING

- ✓ [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: Aligned Resources	1 2 3 4 5 \emptyset
3	Culture of & Structure for Continuous Improvement: Professional Learning	1 2 3 4 5 \emptyset
3	Expectations for depth & breadth of Quality Teaching: Balanced Assessment & Grading	1 2 3 4 5 \emptyset
3	Expectations for depth & breadth of Quality Teaching: Instruction	1 2 3 4 5 \emptyset
3	Expectations for depth & breadth of Student Learning: Curriculum	1 2 3 4 5 \emptyset
3	Expectations for depth & breadth of Student Learning: Instructional Materials	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 depth & breadth of Student Learning: Transitions, College & Career Access & Persistence	1 2 3 4 5 \emptyset
3	Expectations for Quality & Character of School Life: Culture for Learning	1 2 3 4 5 \emptyset
3	Expectations for Quality & Character of School Life: Safety & Order	1 2 3 4 5 \emptyset

4	Culture of & Structure for Continuous Improvement: Instructional Leadership Team	1	2	3	4	5	⊘
4	Culture of & Structure for Continuous Improvement: Leadership & Collective Responsibility	1	2	3	4	5	⊘
4	Expectations for depth & breadth of Quality Teaching: Multi-Tiered System of Supports	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: Student Voice, Engagement, & Civic Life	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					
It is anticipated that the students will increase this year to 70.00 and continue to grow by 2-3% each year. This increase is expected due to smaller class sizes for struggling students and MTSS for grades K-6. Grade-level teams will meet on a regular basis to share instructional strategies, analyze data and provide more differentiated instruction. More focus will be placed on using academic language throughout all grades. ILT will monitor common assessment data to look for trends and address needs. A systematic school-wide reading assessment will be used and analyzed to inform small group instruction and text selection.	91.00	56.00	70.00	80.00	75.00
National School Growth Percentile - Math					
The previous data shows a decrease of 48%. This trend is not expected to continue due to the implementation of vertical alignment math meetings in which teachers share best practices, data analysis, and targeted instruction using the learning continuum and small group instruction. Initially we expect to see a 28% increase over last year followed by a 2-3% growth over the next two years. Grade-level teams will continue to meet on a regular basis to share instructional strategies, analyze data, and provide differentiated instruction based on the needs of the students. More focus will be placed on using academic language throughout all grades. Also, we are working to implement Go Math school-wide.	81.00	32.00	60.00	81.00	65.00
% of Students Meeting/Exceeding National Ave Growth Norms					
Due to the decrease in the data, more focus will be placed on implementing best practices throughout the grade levels with an emphasis on academic language. Teachers will use the learning continuum to help drive their instruction in accordance with grade level expectations and student deficits. This should result in student growth.	65.30	51.40	60.00	68.00	70.00
African-American Growth Percentile - Reading					
There are no students in this subgroup.	(Blank)	(Blank)	0.00	40.00	0.00

Hispanic Growth Percentile - Reading

It is anticipated that we will see a 16% increase this year and a 2-3% increase in subsequent years. Teachers will provide more differentiation through small group instruction and guided reading using leveled text. More focus will be placed on using academic language throughout all grades. Grade level teams will administer common interim assessments and analyze data from these assessments to help drive their instruction. A systematic school-wide reading assessment will be used and analyzed to inform small group instruction and text selection. MTSS will be used with struggling students in K-6.

92.00

54.00

70.00

81.00

75.00

English Learner Growth Percentile - Reading

Due to lack of scores from last year, the anticipated score is 40% based on the mid-year NWEA scores. Teachers will plan guided reading based on both academic needs and English language proficiency. The bilingual model will be followed with fidelity to ensure that students are developing foundational literacy skills. Students' academic progress will be tracked post program-exit to ensure that the proper supports are in place for EL students in the general education program. Targeted group of students will receive small group instruction by a bilingual teacher. Additionally, EL students are currently in a grant-funded after-school program to strengthen their literacy skills in second through eighth grade.

89.00

(Blank)

40.00

67.00

50.00

Diverse Learner Growth Percentile - Reading

All staff will ensure that all IEP accommodations and modifications are being implemented with fidelity in both the DL and general education classroom. The diverse learners team will meet on a regular basis to address concerns and share instructional strategies to ensure that each student is receiving the appropriate supports. These teachers will also meet on a regular basis with the classroom teachers to make sure the needs of the student are being met. More students will be transitioned to a supportive inclusion setting. The inclusion teacher will also teach the separate class so that the curricula in both settings are closely aligned. Our goal is to decrease the percentage of students in LRE 2 and LRE 3 and increase the percentage of students in LRE 1. To move towards a more inclusive setting, training will be provided to all staff.

99.00

36.00

40.00

71.00

45.00

African-American Growth Percentile - Math

There are no students in this subgroup.

(Blank)

(Blank)

0.00

40.00

0.00

Hispanic Growth Percentile - Math

After a 26% increase the first year, we are expecting to see a 2 to 3% increase in the two subsequent years. Teachers will continue to use small group instruction to target areas of need for those students to ensure that the trend continues using the Learning Continuum as a guide. Grade-level teams will continue to meet on a weekly basis to share instructional strategies, analyze data, and discuss the manner in which they provide differentiated instruction based on the needs of the students. More focus will be placed on using academic language throughout all grades. Teachers across grade levels will meet for vertical align meetings to share grade-level expectations, review the scope and sequence, share appropriate instructional materials to support this scope and sequence. Also, we are working to implement Go Math school-wide.

80.00

34.00

60.00

84.00

65.00

English Learner Growth Percentile - Math

The identified anticipated growth is based on targeted skills based on the learning continuum through differentiated instruction. Students' academic progress will be tracked post program-exit to ensure that the proper supports are in place for EL students in the general program. Targeted group of students will receive small group instruction by a bilingual teacher. Additionally, EL students are currently in a grant-funded after-school program to strengthen their math skills in second through eighth grade.

84.00

(Blank)

40.00

74.00

45.00

Diverse Learner Growth Percentile - Math

Diverse Learner teachers will ensure that all IEPs are being followed. The diverse learners team will meet on a regular basis to address concerns, and share strategies to ensure that each student is receiving the appropriate supports. The inclusion teacher will also teach the separate class so that the curricula in both settings are closely aligned. These teachers will also meet on a regular basis with the classroom teachers to ensure the needs of the student are being met.

99.00	25.00	30.00	45.00	35.00
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National School Attainment Percentile - Reading (Grades 3-8)

The current trend shows growth. This trend is expected to continue and increase for each of the subsequent years. The school will utilize their research-based text sets including leveled readers to address their students' reading deficiencies. All teachers will use small group, differentiated instruction including guided reading to meet the needs of the students. Grade bands will hold vertical alignment meetings to discuss curriculum, academic expectations, and needs at each grade. A more uniform curriculum throughout the grades will be used to ensure consistency.

50.00	55.00	60.00	67.00	70.00
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National School Attainment Percentile - Math (Grades 3-8)

The slight decrease occurred in our math attainment; however, we expect our attainment in math to increase over the upcoming years through the use of small group, differentiated instruction. Once again, grade bands will hold monthly vertical alignment meetings to discuss curriculum, academic expectations, and needs at each grade. A more uniform curriculum throughout the grades will be implemented to ensure consistency.

49.00	47.00	49.00	62.00	70.00
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National School Attainment Percentile - Reading (Grade 2)

The goal is that the grade level will increase by 4 to 7% in each of the following years. The grade level team will provide more differentiated instruction, focusing on guided reading using leveled text and building the reading stamina of the students. Vertical alignment meetings will occur with the first and third grade teachers to discuss instructional needs.

56.00	52.00	56.00	54.00	70.00
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National School Attainment Percentile - Math (Grade 2)

The goal is that the school will increase by 4 to 7% in each of the following years. The grade level team will provide more differentiated instruction, focusing on guided reading using leveled text and building the reading stamina of the students. Vertical alignment meetings will occur with first and third grade teachers to discuss instructional needs.

56.00	49.00	56.00	63.00	70.00
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% of Students Making Sufficient Annual Progress on ACCESS

With smaller class sizes implemented in the bilingual program, it is anticipated that students making sufficient annual progress on ACCESS will increase each year. The bilingual team will meet regularly to discuss the needs of these students. School will administer ACCESS in the optimal test-taking environment.

28.70	(Blank)	28.00	35.00	33.00
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Average Daily Attendance Rate

The increase is expected based on the use of school-wide incentives, home visits, phone calls and teacher-parent meetings which will ensure an increase in average daily attendance.

95.20	95.40	96.00	96.25	96.50
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My Voice, My School 5 Essentials Survey

We will increase the overall school rating to 'well organized' for the upcoming school year. More specifically, we will focus on moving Ambitious Instruction and Supportive Environment from neutral to well organized by establishing student-led support groups and making rigorous instruction a school-wide goal.

(Blank)	(Blank)	(Blank)	(Blank)	(Blank)
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Strategies

Strategy 1

If we do...

develop and implement an exit criteria for Tier 2 and Tier 3 academic, behavioral, and social-emotional interventions for students in pre-kindergarten through eighth grade

...then we see...

students meeting clearly defined and individualized academic, behavioral, and social-emotional goals

...which leads to...

students becoming more successful academically, behaviorally, and social-emotionally, evident by a decrease in out-of-school suspensions by 10% and an increase in the on-track rate by 5%.

Tags:

MTSS, Behavior and Safety, Tier 2 & 3, Behavior supports, Academic supports, Sel mtss, Suspension, On-track

Area(s) of focus:

4, 5

Action step

Create a clearly defined Tier II and Tier III entrance and exit criteria.

Responsible

MTSS Team

Timeframe

Mar 21, 2018 to Jun 13, 2018

Status

Completed

Plan, Data tracking, Criteria

Utilize the developed entrance and exit criteria form for Tier II and Tier III students.

MTSS Lead
SEL Lead
Classroom teachers

Apr 2, 2018 to Jun 20, 2018

On-Track

Student data, Interventions and supports, Mtss criteria

Using EOY data, identify Tier II and Tier III students for the upcoming school year.

MTSS Lead
SEL Lead
ILT

Jun 25, 2018 to Aug 24, 2018

Not started

Student data analysis, Interventions and supports, Mtss criteria

Strategy 2

If we do...

adopt school-wide formative and summative assessments including progress monitoring for all students including English language learners and diverse learners

...then we see...

teacher practice that is data-driven and focused on addressing reading and math academic skills through small group instruction

...which leads to...

75% of students at/above Proficient on TRC, 70% of students meeting and/or exceeding NWEA goals in reading and math, and an increase in reading and math attainment to 60%.

Tags:

Diverse Learners, Assessment, Formative assessment, Data driven instruction, English language learners, Summative assessment, Student target goals

Area(s) of focus:

2, 1, 3, 5

Action step

Research available assessments for reading and math.

Responsible

Grade-Level Teams
ILT

Timeframe

Apr 6, 2018 to Jun 15, 2018

Status

On-Track

Assessment, Grade level meetings, Balanced grading and assessment

Create a school-wide, year-long assessment schedule for reading and math utilizing the identified common assessments.

ILT

Jun 25, 2018 to Aug 24, 2018

Not started

Assessment, Schedule

Create protocols for reviewing student work at grade-level meetings to ensure that the assignment/work is aligned to Common Core Standards.	ILT	Jun 25, 2018 to Aug 24, 2018	Not started
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Strategy 3

If we do... develop lessons that incorporate tasks from Levels 3 and 4 of the Depth of Knowledge Wheel in all content areas and grade levels more frequently	...then we see... students completing tasks that are authentic, challenging, and aligned to the Common Core State Standards throughout the instructional day	...which leads to... 75% of students at/above Proficient on TRC, 70% of students meeting and/or exceeding NWEA goals in reading and math, and an increase in reading and math attainment to 60%.
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Tags: Rigorous tasks, Depth of knowledge, Authentic tasks, Common core state standards, Rigorous instruction, Growth goals
 Area(s) of focus: 1, 3, 2, 5

Action step	Responsible	Timeframe	Status
Schedule and plan professional development on writing lesson plans which include Level 3 and 4 activities from Webb's DOK.	ILT	Jun 25, 2018 to Aug 24, 2018	Not started

Rigorous tasks, Depth of knowledge, Lesson planning

Provide professional development on writing lesson plans which include Level 3 and 4 activities from Webb's DOK.	ILT Framework Specialist	Aug 27, 2018 to Aug 31, 2018	Not started
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Professional development, Depth of knowledge, Lesson planning

Arrange for peer observations of Level 3 and 4 activities from the Depth of Knowledge.	Administrative Team	Sep 17, 2018 to Nov 9, 2018	Not started
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Depth of knowledge, Peer to peer observations, Instructional activities

Strategy 4

If we do... develop/provide a school-wide cohesive and coherent professional development map for reading and math	...then we see... the implementation of new instructional strategies in reading and math to support student learning in all classrooms	...which leads to... 75% of students at/above Proficient on TRC, 70% of students meeting and/or exceeding NWEA goals in reading and math, and an increase in reading and math attainment to 60%.
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Tags: Professional development, Strategies
 Area(s) of focus: 1, 3, 4

Action step	Responsible	Timeframe	Status
Develop professional development map for SY19.	ILT	Jun 25, 2018 to Aug 24, 2018	Not started

Professional development, Pd planning, Instructional strategies, Pd calendars

Provide school-wide professional development during the first days of school for teachers.	Administration Outside sources	Aug 27, 2018 to Aug 31, 2018	Not started
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Provide opportunities for teachers to attend professional development either after school or during the school day.

Administration

Sep 3, 2018 to Jun 14, 2019

Not started

Action Plan

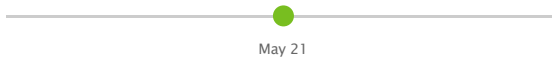
Strategy 1

COMPLETED

Create a clearly defined Tier II and Tier III entrance and exit criteria."

Mar 21, 2018 to Jun 13, 2018 - MTSS Team

Status history



COMPLETED

May 21, 2018

Evidence

Entrance and Exit Criteria Form

ON-TRACK

Utilize the developed entrance and exit criteria form for Tier II and Tier III students."

Apr 02, 2018 to Jun 20, 2018 - MTSS Lead SEL Lead Classroom teachers

Status history



ON-TRACK

May 21, 2018

Evidence

Student data for Tier II and Tier III students Spreadsheet tracking interventions used for Tier II and Tier III students

NOT STARTED

Using EOY data, identify Tier II and Tier III students for the upcoming school year."

Jun 25, 2018 to Aug 24, 2018 - MTSS Lead SEL Lead ILT

Status history



NOT STARTED

May 21, 2018

Evidence

Spreadsheet with identified Tier II and Tier III students for the upcoming school year with their proposed interventions

Strategy 2

ON-TRACK

Research available assessments for reading and math."

Apr 06, 2018 to Jun 15, 2018 - Grade-Level Teams ILT

Status history



ON-TRACK

May 21, 2018

Evidence

Grade-Level Team Minutes Sample Assessments

NOT STARTED

Create a school-wide, year-long assessment schedule for reading and math utilizing the identified common assessments."

Jun 25, 2018 to Aug 24, 2018 - ILT

Status history



NOT STARTED

May 21, 2018

Evidence

Assessment Calendar

NOT STARTED

Create protocols for reviewing student work at grade-level meetings to ensure that the assignment/work is aligned to Common Core Standards."

Jun 25, 2018 to Aug 24, 2018 - ILT

Status history



NOT STARTED

May 21, 2018

Evidence

Protocols

Strategy 3

NOT STARTED

Schedule and plan professional development on writing lesson plans which include Level 3 and 4 activities from Webb's DOK."

Jun 25, 2018 to Aug 24, 2018 - ILT

Status history



NOT STARTED

May 21, 2018

Evidence

Summer PD Planning Agendas/Sign in Sheets PD Plans on Webb's DOK

NOT STARTED

Provide professional development on writing lesson plans which include Level 3 and 4 activities from Webb's DOK."

Aug 27, 2018 to Aug 31, 2018 - ILT Framework Specialist

Status history



NOT STARTED

May 21, 2018

Evidence

Professional Development Agenda/Sign in Sheets Professional Development Materials

NOT STARTED

Arrange for peer observations of Level 3 and 4 activities from the Depth of Knowledge."

Sep 17, 2018 to Nov 09, 2018 - Administrative Team

Status history



NOT STARTED

May 21, 2018

Evidence

Peer Observation Calendar Peer Observation Questions

Strategy 4

NOT STARTED

Develop professional development map for SY19."

Jun 25, 2018 to Aug 24, 2018 - ILT

Status history



NOT STARTED

May 21, 2018

Evidence

Professional Development Map

NOT STARTED

Provide school-wide professional development during the first days of school for teachers."

Aug 27, 2018 to Aug 31, 2018 - Administration Outside sources

Status history



NOT STARTED

May 21, 2018

Evidence

Agendas from PD

NOT STARTED

Provide opportunities for teachers to attend professional development either after school or during the school day."

Sep 03, 2018 to Jun 14, 2019 - Administration

Status history



NOT STARTED

May 21, 2018

Evidence

Teacher share out will be in grade-level meetings.

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.

Gallistel has monthly PAC meetings. The administrative team will hold the Annual Title 1 Meeting and Organizational Meeting with the the PAC members at the start of the school year. The president and delegates attend the network and city-wide meetings and report back to the PAC membership and the local school community. They follow the policy, procedures, timeline for elections, budget, parent plan, schedules, and any required documentation. The principal will attend the monthly meetings, provide input, and revise the Parent Involvement Plan, as necessary.

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

At the beginning of the school year, Gallistel holds the Annual Title 1 Parent Meeting. During this meeting, the administrative team informs parents of the school's participation in the NCLB Title 1 program and invite parents to become active members of PAC and Title 1 Programs. The PAC meetings are monthly, and parents are encouraged to participate. The officers of PAC will organize workshops for parents (e.g. Common Core Parent Meeting) during the school year, so that parents can better support their children social-emotionally and academically. The Title 1 Annual Meeting was held on September 21, 2018. The Title 1 PAC Organizational Meeting was held on October 5, 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.

Gallistel's PAC has monthly scheduled meetings. The meeting dates are posted on the entry/exit door and on the school calendar. Parents are also informed of the meeting through the school marquee and fliers. Gallistel has an open door policy, and we welcome information and suggestions from parents and community members. An individual takes notes at every PAC meeting. Feedback and suggestions are recorded and responded to within one month. Information about Gallistel students' academic progress is also covered during the Open House, State of the School Address, Local School Council meetings, and other special events during the school year.

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.

Each child's NWEA and DIBELS/TRC results are sent home twice a year. Specifically, we issue NWEA Student Profile reports to all parents of students in second through eighth grade. Parents are invited to attend other specified parent meetings including conferences on Report Card Pick-Up Day to discuss their child's academic and behavioral performance. We have State of the School Meetings, NWEA meetings and Selective Enrollment School meetings. They are sent home to detail student progress. During these meetings teachers also discuss an action plan with parents to increase parental involvement and increase positive academic results for students.

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.

All of Gallistel's teachers are highly qualified. However, if a teacher is not "highly qualified" during the four consecutive weeks as regulated, then an official notice will be sent home to the parents.

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.

During PAC meetings, parent conferences, progress report and report card distribution days (with teacher conferences), and NWEA workshops, our faculty will assist parents in understanding the standards, assessments, and how to monitor their child's progress. The parents can monitor their children's grades through Parent Portal. The assigned staff members and administrators will provide training on how to use parent portal effectively to interested parents. Administrators are also available to meet with parents to explain how testing works and clarify results for families.

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.

During all workshops for parents, we provide training, tips, resources, strategies and best practices on how to parents can support their children academically in order to excel across all subject areas. Gallistel has and will continue to offer basic computer skill workshops to parents.

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.

The importance of parental involvement and communicating effectively with parents will be and has been expressed during professional development for the entire Gallistel faculty. The tools for communicating are conferences, phone calls, email, parent portal, letters, and fliers. We have recently updated our website so that it is very parent-friendly, and we are making use of this tool as an effective means of communicating and working with parents. Additionally, teachers use various applications such as Class Dojo and Remind to inform parents of students' progress as well as upcoming events.

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.

Gallistel has a half-day and full-day prekindergarten program. At the start of the school year, the school hosts a Welcome Breakfast for the parents of all prekindergarten students to welcome them to the school and inform them of all pertinent information. Additionally, there are prekindergarten workshops specifically targeting the parents of this age group to provide strategies to utilize in the home. The prekindergarten program has a parent volunteer component, and parents are requested to assist/volunteer in the classroom during the school year.

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.

All letters, meeting announcements, memos, and fliers will be in the native language of the parents (Spanish). We are also utilizing the school marquee and Gallistel School website to share pertinent information with parents.

Policy Implementation Activities

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

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

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

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

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

NA

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.)

The faculty and staff are committed to ensure that all students are actively engaged in a variety of learning experiences that enhance their learning. We are provided with training through Network 13 that ensures that our students are provided rigorous instruction that is aligned with the Common Core Standards. Professional development will also be provided at the school level for all staff to improve upon their professional practice. The Gallistel counselor will provide multiple workshops related to the process of qualifying to a Selective Enrollment School and their requirements to 6th, 7th, and 8th-grade students and parents.

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.

Report Card Pick-Up Day Conferences will be held in November and April (as per 2018-2019 calendar). Progress Report Conferences will be held in Oct., Dec., Feb., and May (as per 2018-2019 calendar). Teacher-Student-Parent Conferences can be held daily in the morning, during teacher preparation periods, and after school. Phone conferences are scheduled at the teachers' discretion and during teacher preparation periods. Parents may also request special conferences, and we will find a mutually agreeable time to confer. Administration is available to participate in these conferences.

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

Gallistel will provide progress reports every five weeks and report cards every ten weeks. Failure notices will be incorporated with such reports. Parent Portal is accessible to all Gallistel families for frequent grade and assignment checks. Ms. Reynolds and Mr. Avalos have been training parents on the use of Parent Portal.

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

Teachers will be available for conferences each day before school and every day after school. Teacher and parents must agree on the date and time. Teachers can also meet with parents during their preparation periods. The Principal and Assistant Principal are available for conferences daily with advance notification. When meeting with administration, a conference appointment is strongly recommended.

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 encouraged to volunteer in classrooms, attend field trips, and participate in a variety of school-wide activities. Parents are asked to support teachers by working with students in small groups under the direction of the teacher. Parents who wish to volunteer must complete the volunteer information form, which was then be approved by CPS. Parents are always encouraged to volunteer and access the Parent Patrol and school website for additional school information.

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

The staff at Gallistel will provide parents with various workshops throughout the school year. Parents can assist in their child's learning by attending NCLB Parent Workshops on supporting their children academically and social-emotionally. It is stressed in all communication with parents and students the importance of completing homework, coming to school daily and on time, and attending before and after-school programs regularly. We encourage parents to support school functions and make sure they use the strategies taught in the workshops at home with their children. Electronic communication is more regularly used and allows parents to access information more readily.

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 encouraged to come and participate in Parent Advisory Council (PAC), which meets monthly at Gallistel. Also, parents complete various surveys about the school and the curriculum. Parents have been encouraged to complete the 5Essentials Survey. The staff and administration review surveys, feedback reports, and use the data when planning programs and selecting curricula for the school.

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).

The parents, teachers, and administration will be signing a contract in the new Student Agenda handbooks. In this contract, everyone states their responsibility for improved student academic achievement. This contract also includes the attendance policy and homework policy. Students with good attendance participate in perfect/good attendance activities provided by the school, network, and district. Students on the Honor Roll receive school-wide recognition and participate in the quarterly Honor Roll activities. Gallistel is continuing its PBIS program. In this program, all students participate in activities promoting good behavior in the school. Students will be working toward being respectful, being responsible and being safe...tenets of our PBIS program. We have seen an increase in appropriate behaviors and a more appropriate academic climate with academic achievement being the focus.

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.

The total allocated funding for Gallistel Language Academy will be utilized for activities and training intended to support our parents with increasing their children's academic achievement. The workshops will focus on the following topics but will not be limited to these topics:

- *Improving student comprehension and vocabulary development
- *Improving students' math skills
- *Identifying, responding, and preventing bullying
- *Having difficult conversations with adolescents
- *Dealing with defiance

These topics will be covered each month at the monthly PAC meetings and will be presented by various speakers. The workshops occur at 8:15 a.m. on the first Thursday of each month.

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.	\$ 1500 .00
53205	Refreshments Allocation CAN NOT EXCEED 25% of the Parent Budget. Refreshments must be used for Title 1 PAC meetings, trainings and workshops.	\$ 1000 .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)	\$ 3000 .00
54505	Admission and Registration Fees, Subscriptions and memberships For Parents use only.	\$ 500 .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.	\$ 500 .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 itemized. School must keep all receipts.	\$ 300 .00
<p>53510</p>	Postage Must be used for parent and family engagement programs only.	\$ Amount .00
53306	Software Must be educational and for parent use only.	\$ Amount .00

55005

Furniture and Equipment

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

\$	Amount	.00
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