

Possible Tasks for the 2013-2014 RttT Scope of Work

Below are possible tasks that you may want to consider for your Scope of Work for the 2013-2014 school year. These are only examples, and you may choose to include activities your district has created that better reflect your work and planning.

Please use the timeline document to determine what is required to implement in the 2013-2014 school year.

RttT Expectation	Possible Tasks	Possible Start/End Dates
CII1: 5Essentials: Survey of Learning Conditions Districts and schools receive reports from the survey in June 2013 Ratings from the survey will be released on the revised school report card in October 2013	School improvement teams reflect on survey data as part of continuous improvement process, prioritizing areas that are rated either “weak” or “very weak”	June 2013 – September 2013
	Specific action plans informed by the survey data finalized (e.g., in Rising Star) and interim measures of success identified	August 2013
	Action plans implemented and interim measures of success tracked to maximize effectiveness of implementation	August 2013 – June 2014
	Begin to engage stakeholders around the results of the survey (Think through who you will engage and how you will engage them)	September 2013 - December 2013
	Prepare stakeholders for Year 2 implementation of the survey	November 2013 - January 2014
	All schools implement Year 2 of the Survey of Learning Conditions, with a goal of receiving a report for teachers and students.	(estimated) February 2014 - March 2014
IA06: ISLE	Data integration complete	End of SY 2013-14
	Plan in place about how to deploy ISLE	January 2014
	Begin engaging stakeholders around ISLE	January 2014
	Roll out professional development to teacher for how to use ISLE applications and dashboards	April 2014 – August 2014
IA01, IA02, IA03: Engagement of Stakeholders Around Report Card and ISLE: <ul style="list-style-type: none"> • Parents and families • Teachers • Municipal and civic leaders • Community organizations 	Report Card: Finalize plans to engage stakeholders around the Revised School Report Card	July – October 2013

RttT Expectation	Possible Tasks	Possible Start/End Dates
IA01, IA02, IA03: Engagement of Stakeholders (continued)	Report Card: Host meetings with stakeholders prior to the release of the Revised School Report Card to discuss components and changes	July – October 2013
	Report Card: Distribute information about outcomes on the report card to stakeholders	October – November 2013
	Report Card: Host meetings with stakeholders to discuss school report cards and ways to use the data for continuous improvement in schools	November 2013 - TBD
	<i>For ISLE Engagement, see IA06</i>	
IC05: Common Core and cohesive curriculum	Implement writing across the curriculum	September 2013
	Implement plans to address critical transition points (pre-K to K; elementary to middle; middle to high school; high school to post-secondary)	September 2013
	Monitor the adoption and plan for the implementation of the CCSS Science Framework	TBD
D7: Local Assessment System	Finalize plans to: Pilot measures of (no stakes) student growth Pilot “through-course” and formative assessments	July 2013 – October 2013
	Implement a pilot of student growth measures for teacher evaluation	August/September 2013 – May/June 2014
	Pilot formative and “through course” assessments”	Throughout the year
	Design a standards-based reporting system for implementation in the 2014-2015 school year (this may be integrated into ISLE)	July 2013 - June 2014
	Teachers from “priority areas” (a few per district) participate in training on assessment literacy and developing assessments	Fall 2013
	Send teachers to participate in several sessions to build, provide feedback on, and edit assessment tools (such as assessments, items, rubrics, performance tasks, etc)	September 2013 - March 2014

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D7: Local Assessment System (continued)	Revise assessments based upon pilots	Could be on a continuous basis throughout the year
	Finalize plan for continued pilot or full implementation of assessments for student growth measures (pilot vs. full implementation depends PERA implementation date)	June 2014
D9: STEM Programs of Study	Identify two Programs of Study. (NOTE: Each district has identified at least two career clusters, but not the 2 Programs of Study.)	August 2013
	Identify partners (community college/business/industry, etc), and engage with the STEM Learning Exchange(s) and EFE Directors	September 2013
	If applicable, examine current curriculum within each POS and enrollment trends	September 2013
	Review the adequacy and rigor of their existing courses	September 2013
	Conduct an equity assessment of the relevant courses (possible groups: racial/ethnic, SES, special populations, aspiring first-generation college students, etc.)	September 2013
	Discuss processes for career advising, identifying/placing students into POS, parent involvement, and monitoring progress	September 2013
	Develop the grades 9-14 curriculum template for each POS (course requirements, course sequences, industry credentials, dual credit, articulation agreements, work-based experiences) and begin working on curriculum alignment/revision (this would begin at least by the beginning of the second semester)	September 2013 - December 2014
	If applicable, work with local community college(s) as part of College and Career Readiness Program via Illinois Community College Board	July 2013
RT3-1: PERA	Develop a plan and begin implementation for piloting the measurement of student growth. (See D7: Local Assessment System for more detailed possible activities.)	July 2013 – October 2013
	Develop a plan and begin implementation for piloting peer component to teacher evaluation system.	September 2013

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RT3-1: PERA (continued)	Develop criteria and implement a process to identify peer evaluators that includes positive performance evaluations as a criterion.	September 2013
	Train selected peer evaluators including PERA pre-qualification.	September 2013
	Train additional evaluators not included previously including PERA pre-qualification	September 2013
	Decide training needs for teacher evaluators evaluating student growth (e.g. PERA pre-qualification Module 5)	September 2013
	Revise plan for peer component of the evaluation system based on feedback from pilot.	January 2014
	Continue informal meetings with joint committees to develop PERA implementation plans.	Ongoing
	For districts implementing in 2014-15, convene formal PERA Joint Committee by November 1.	November 1, 2013
	Participate in the PERA Research-Based Study ⁱ	TBD
RT3-2: Mentoring and Induction	Develop criteria and implement a process to identify teacher and/or principal mentors that includes positive performance evaluations as a criterion.	September 2013
	Plan and organize the scope and sequence of mentor development (including initial training) for before and during the school year.	July 2013
	Plan and organize the scope and sequence of new teacher and principal development before and during the school year.	July 2013
	Implement an induction and mentoring program of at least 1 year program for new principals and at least 2 year program for new teachers.	September 2013
	Participate in technical assistance activities provided by ISBE contracted (once identified).	TBD
CI12, CI13: Rising Star	Determine training or re-training needs of members of the Rising Star team (e.g., Day I, Day II, or Day III, <i>Creating of Culture of Inquiry: Using Data to Inform Continuous Improvement Planning in an Indicator-Based System</i>)	July 2013

RttT Expectation	Possible Tasks	Possible Start/End Dates
CII2, CII3: Rising Star (continued)	Revisit SmartStart Rising Star Indicators to determine how new data influences task work to achieve/sustain full implementation	September 2013
	Revisit SmartPlan Rising Star Indicators to determine how new data influences task work to achieve/sustain full implementation	October 2013
	Prepare and submit Local Board Action Report	November 2013
	Complete Personalized Benchmarking	March 2014 and May 2014
IB01: Professional Learning Communities	Determine additional training or professional development needs for professional learning communities.	September 2013
	Implement and utilize professional learning communities to support all aspects of the instructional improvement process	September 2013
	Evaluate professional learning community functioning and effectiveness	On-going (SY 2013-14)
	Implement changes or adjustments to professional learning communities based on evaluation.	On-going (SY 2013-14)
IA10: Flexibility of Time and Funding for PD	Continue to identify necessary flexibility, reallocations of resources and CBA waivers needed to implement Race to the Top plan.	SY 2013-14
	Negotiate and establish necessary flexibility, reallocations of resources and CBA waivers needed to implement Race to the Top plan.	SY 2013-14
	Implement necessary flexibility, reallocations of resources and CBA waivers needed to implement Race to the Top plan.	SY 2013-14
IA14: High Poverty High Minority Schoolsⁱⁱ	Complete review of systems to recruit and support strong instructional leadership at the school level.	July 2013
	Continue engagement with teacher preparation programs to discuss possible pipeline strategies for High Poverty High Minority Schools.	SY 2013-14
	In partnership with teacher preparation programs, develop district plan to revise and enhance systems to recruit and support strong instructional leadership at the school level.	September 2013

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IA14: HPHM Schools (continued)	In partnership with teacher preparation programs, implement district plan to revise and enhance systems to recruit and support strong instructional leadership at the school level.	September 2013
D11: Learning Maps (ISLE)	Being engaging stakeholders around ISLE (See IA06 for more information about engagement and ISLE)	January 2014
	Roll out professional development to teacher for how to use ISLE applications and dashboards	April 2014 – August 2014
D13: Response to Intervention	Review and decide on participation at the regional RtI Network networking meetings. http://www.isbe.net/RtI_plan/default.htm	July 2013
	Complete alignment of RtI implementation plan new State Standards	July 2013
	Begin RtI implementation aligned to new State Standards	July 2013
	RtI implementation aligned to new State Standards	July 2014

ⁱ Note: The state is conducting a study (required by state law) to look at how early implementing districts are implementing PERA. At some point, you may be asked to respond to a survey or participate in a focus to group to gather information about your work. More details will be forthcoming.

ⁱⁱ To determine whether your district must complete this Expectation, please review the following list: <http://www.isbe.net/racetothetop/PDF/phase3-hphm-districts.pdf>