

ENTRY PLAN FOR DATA-DRIVEN INSTRUCTION NEW SCHOOL STARTUP

Paul Bambrick-Santoyo

IMPLEMENTATION CALENDAR

AS SOON AS POSSIBLE (SPRING or SUMMER)—ASSESSMENT:

Rubric metrics to ensure completion (all in “Assessment” section): Common, Aligned, Re-assesses, Wrong Answers, and Transparent

- Build a full plan for interim assessments for the following school year:
 - Acquire quality interim assessments, build your own, or supplement existing assessments using Interim Assessment Checklist as guide
 - Change curriculum scope & sequences to match interim assessments that will be used (or vice versa)
 - Identify who will help you complete the assessment/curriculum adjustment process to be ready for launch by the beginning of the school year
- Grade your school with the implementation rubric in the category of “assessment,” identifying where the school stands and where you need to be before the school year begins

SUMMER—CULTURE:

Rubric metrics to ensure completion (all in “Culture” section): Calendar, Leadership Team Training, Professional Development Plan, Vision

- The following items should be completed:
 - Create a detailed **Assessment Calendar** that includes: assessment creation, assessment implementation, scoring/analysis dates, teacher-instructional leader meetings, and re-teaching time (coaches are given a prototype to follow—see attached)
 - Create a skeletal **Professional Development Calendar** that includes launch of Data-Driven model, training for staff in analysis, time for scoring/analyzing, training staff to develop new lesson plans, and other key meetings (see PD ideas and sample calendar)
 - Create a detailed **plan for the training of the school’s leadership team**
 - Have the **first PD session** planned for launch
- Plan training for your Leadership Team (your formal leadership team and the staff “leaders”)

SEPTEMBER—ASSESSMENT & CULTURE:

Rubric metrics to be evaluated: all the metrics in “Assessment” and “Culture”

- You should have evidence of each of the following:
 - **Opening PD session** with the faculty presenting the data-driven instructional model
 - **1st interim assessments** (or the closest proxy) are finalized and comply with each aspect of the assessment rubric in Reading, Writing & Math
 - 1st interim assessments (or the closest proxy) have already been **seen by the teachers** (“Transparency”) so that they can plan for mastery
- Review your protocols for lesson plan supervision and walk-throughs/observations
 - improve the lesson plan reviews and observations to support the data-driven instructional model
- Develop plan to determine how test scoring and analysis will be completed
 - Use all staff to accomplish this task

OCTOBER—ANALYSIS:

Rubric metrics to be evaluated: all the metrics in “Analysis” and two metrics in “Action”—new lesson plans & teacher action plans

- First interim assessment is given to the students
- Teacher Analysis & Action Plan templates are in place
- Principal runs test-in-hand analysis meetings with instructional leader
 - Principal runs meetings or observes other instructional leaders in action
 - Post-meetings, principal gives feedback to other instructional leaders about how to facilitate the meeting more effectively in the future (support materials: Bambrick's guide to running effective data analysis meetings)
- Principal makes point to attend team meetings where teacher teams plan new lessons

NOVEMBER—ACTION:

Rubric metrics to be evaluated: all metrics, with focus on "Action"

- 2nd assessment is in the hands of the teachers to plan backwards from
- Does formal school review & walkthrough with other instructional leaders
 - Review lesson plans: is there evidence of implementation of teacher action plans from the assessment analysis meetings?
 - Observe classes: is there evidence of implementation of teacher action plans? Can resident/post-resident identify examples of changed teaching practices?
- Leadership team completes full mid-semester evaluation of the school based on the entire data-driven instruction implementation rubric

DECEMBER-MARCH:

Repeat cycle of 1st through 3rd visits mentioned above: