



**Fairview Park City Schools  
Scope of Work Proposed by  
Scholastic Achievement Partners  
(October 24, 2013)**

Scholastic Achievement Partners (SAP) will provide a customized and comprehensive program of research-based best practices, technical assistance, coaching, and professional development activities to build the internal capacity of staff in order to provide a more focused, data-driven education for all students.

- Phase I: Developing Effective Data Teams (January - June 2014)

The overarching goals for this 6-month initiative include:

1. Build ownership and understanding of Fairview Park City Schools (FPCS) overarching vision and goals for effective use of data in order to drive student achievement
2. Facilitate the development of a Data Certification Process and highly effective building-level data teams
3. Build systemic instructional leadership capacity to serve as the guide for effectively moving toward next generation curriculum and instruction
4. Provide professional development to instructional staff that builds human capital and capacity to successfully prepare students to be college and career ready

## **Scope of Work**

### **Phase I: Developing Effective Data Teams (January 2014- June 2014)**

#### **Objectives of Phase I**

Working collaboratively with FPCS, Scholastic Achievement Partners will facilitate the development of a (1) District Data Certification Process, and (2) School-Based



Data Teams. To accomplish these objectives, SAP recommends the following services:



### **Step 1 - Strategic Planning Meeting with Leadership Team**

Strategic planning will be used to develop and refine the protocols for the FPCS Data Certification Process. Facilitated by a SAP coach, the goals are:

1. Review District-Wide Data Indicators (Elementary, Middle, and High Schools)
2. Build/Refine Template for Data Analysis Reports
3. Develop Protocol for Data Certification Process
4. Identify Key Characteristics of School-Based Data Teams
5. Determine/Review Communication Protocols
6. Determine Measures of Success

The Data Analysis Report will serve as the baseline for the development of the protocols for the Data Certification Process. Working closely with district leaders, key metrics will be identified and used to identify school improvement priorities. From these priorities, district and school leaders will work closely with SAP coaches to implement processes to develop the skills of school-based data teams that include:

1. Setting Parameters
  - Identify improvement priorities
  - Establish collaborative meeting times
  - Create meeting structures and norms
2. Building the Data-Team
  - Identify stakeholder groups that need to be represented
  - Identify personnel to represent stakeholder groups
  - Develop roles and responsibilities
  - Recruit and get buy-in
3. Using Data to Make Instructional Decisions
  - Build understanding of key metrics and data
  - Train instructional leaders in analysis of key data indicators
  - Train instructional leaders to build capacity of teachers to understand and use data to drive instructional decisions
  - Use data to improve instruction

Suggested Coaching Structure is level specific, allowing instructional leaders to share strategies and best practices in developing school-based data teams. Additionally, large group sessions will allow for vertical collaboration on the use of data to drive instructional decisions.

### **Step 2 - Instructional Leadership Institute**

This institute will be used to explore the Data Certification Process with instructional leaders and provide the framework for the development of school-based leadership teams. Objectives include:

1. Review of Data Analysis Reports
2. Establish Protocol for Data Certification Process
3. Build a School-Based Data Team
4. Identify Team Members



5. Review of tasks and actions to be completed before the first monthly training session



### **Step 3 - Monthly Training**

SAP executive coaches will facilitate monthly training sessions for instructional leaders. These trainings will be used to staircase the development of highly functional, school-based data teams. To accomplish this objective, instructional leaders engage in a series of actions and activities between monthly visits.

### **Blended Approach to Professional Learning - Tools and Support through Nextpert**

To support professional learning and training for leaders, and teachers, SAP and FPCS will provide 24/7 access to *Nextpert*, a powerful suite of tools and resources that support educators as they dramatically and sustainably change instruction to prepare students not only for the new assessments but also for success in college and careers.

- Lesson and assessment building tools that empower teachers to develop high-quality instruction
- Online courses and resources that target teachers' professional goals
- On-demand access to instructional experts and peer collaboration that guide teachers' planning and preparation for next generation instruction
- A means of comparing the gaps between the current Ohio standards and the CCSS
- A library of CCSS lessons, assessments, video models, and case studies across all grade levels, vetted by literacy and mathematics experts
- A collaborative environment in which teachers can participate and engage with one another in designing lessons and assessments and examining student work.

### **Best/Next Practices and Model Frameworks**

A team from FPCS will attend the 2014 Model Schools Conference to hear and learn from some of the nation's most rapidly improving schools and systems. These models will share their strategies and programs on how they made significant strides in student achievement. Sessions include presentations from national education reform leaders on innovative and cutting-edge practices, how-to sessions by practitioners and immersion sessions for real-time experience for both teacher and leaders.