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**International Curriculum Management Audit Center
Curriculum Management Systems, Inc.
5619 NW 86th Street, Suite 500
Johnston, IA 50131**

April 2014

A Curriculum Audit™

of the

TUCSON UNIFIED SCHOOL DISTRICT No. 1

Tucson, Arizona

Conducted Under the Auspices of
International Curriculum Management Audit Center
Curriculum Management Systems, Inc.
5619 NW 86th Street, Suite 500
Johnston, IA 50131

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A Curriculum Audit™
of the
Tucson Unified School District No. 1
Tucson, Arizona

I. INTRODUCTION

This document constitutes the final report of a Curriculum Audit™ of the Tucson Unified School District No. 1. The audit was commissioned by the Tucson Unified School District No. 1 Board of Education/Governing Authority within the scope of its policy-making authority. It was conducted during the time period of January 27-31, 2014. Document analysis was performed off site, as was the detailed analysis of findings and site visit data.

A Curriculum Audit™ is designed to reveal the extent to which officials and professional staff of a school district have developed and implemented a sound, valid, and operational system of curriculum management. Such a system, set within the framework of adopted board policies, enables the school district to make maximum use of its human and financial resources in the education of its students. When such a system is fully operational, it assures the district taxpayers that their fiscal support is optimized under the conditions in which the school district functions.

Background

The Tucson Unified School District is located in Pima County, Arizona. The Tucson Unified School District has served the Tucson community since 1867, and at the time of this Curriculum Audit™, enrollment was 49,300 students, making TUSD the second largest school district in Arizona.

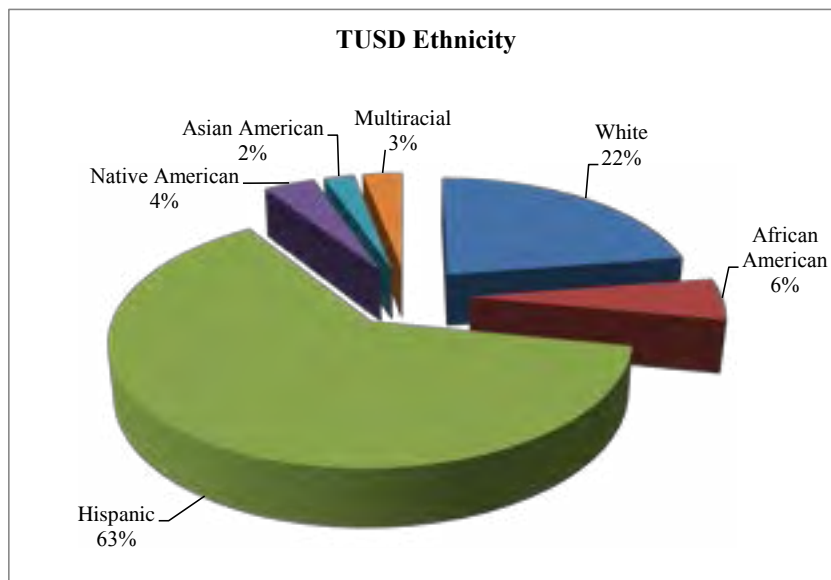
The Tucson Unified School District operates 89 schools, with 61 elementary schools (Pk-grade 5), 19 middle schools (grade 6-8 and K-8), and nine high schools (grade 9-12). The district was established as “School District No. 1” in 1867—45 years before Arizona became a state—and assumed its current name in 1977. The district will celebrate its 150th anniversary in three years (2017).

Tucson’s first school district has served the community with distinction for decades, and many national and international leaders have attended and graduated from its schools. Eight years ago, TUSD had more than 60,000 students and approximately 3,700 faculty members. District enrollment has declined over the last 10 years, and TUSD lost 1,700 to 2,000 students per year for the two or three years prior to 2014. There are many reasons for the change, including the population in general becoming more suburban and regional. Changes in school choice included increasing availability of Charter Schools and the authorization to cross district boundaries for school selection.

The Tucson Unified School District ranked ninth among 107 large school districts in the nation for its open enrollment policies and practices and scored 57 points, earning a B- rating on the Education Choice and Competition Index, which uses 13 criteria to gauge school districts. The rankings were released Wednesday, Jan. 8, 2014, by the Brown Center on Education Policy at the Brookings Institution.

The district boundaries encompass much of the City of Tucson, the city of South Tucson, and segments of Catalina Foothills and Tanque Verde. TUSD is currently under a federal desegregation order to help balance district schools in terms of race and ethnicity.

TUSD’s demographics have changed over the past decade, and as of February 2014, the population was diverse, with approximately 22.5 percent White, 5.6 percent African-American, 62.7 percent Hispanic, 3.9 percent Native American, 2.3 percent Asian-American, and approximately three percent from two or more races.



TUSD's schools suffered controversy over desegregation efforts in the Tucson Unified School District that started with a lawsuit filed 40 years ago. In 1974, two families filed separate lawsuits against the district to address disparities in the education of African-American and Mexican-American students. In 1975, the lawsuits were consolidated, and following a 1977 trial, the court found that TUSD "had acted with segregative intent" in the past and failed to fix the problem. In 2005, the district asked the court to grant it unitary status—meaning that all of disparities in the district had been fixed. In 2007, preliminary findings showed the district was in unitary status, and in 2009, the court accepted what is called a post-unitary status plan. One of many elements of that plan was that the district expand its Mexican-American studies program. However, the Mexican American Legal Defense and Educational Fund (MALDEF), a nationwide Latino civil-rights group, appealed the court's decision and in 2011, the ninth U.S. Circuit Court of Appeals reversed the decision to give TUSD unitary status.

Meanwhile, the State of Arizona Department of Education sought to dismantle Mexican-American Studies, which began in 2006. Despite an independent audit commissioned by the Arizona Department of Education that found that the school district was not breaking the state law aimed at dismantling the program, the state schools' Superintendent, John Huppenthal, ignored the audit and issued a ruling against the district forcing them to halt the program and remove the course materials.

On Sept. 13, 2011, the U.S. District Court ordered that the post-unitary status plan remain in place, and a special master was appointed to help the district develop new ways to solve its equity problems.

Critics argued that if a federal court ruling said that the district must expand Mexican-American studies, the district must keep the Mexican American studies classes in place. Attorneys with MALDEF tried to have the classes reinstated, but the request was denied by the court's special master. MALDEF filed a motion for the court to reconsider, but that motion was also denied.

Since that time, the district has been working to help the court's special master develop another unitary status plan that will address the disparities that still exist for Latino students in graduation rates, provisions for English language learners, the district's GATE program for gifted students, Advanced Placement classes, special education placement, and other issues.

Governance and Leadership of Tucson Unified Schools

The current superintendent, Dr. H.T. Sanchez, was hired by the Tucson Schools' governing board in July 2013. Dr. Sanchez serves under the supervision of the five-member governing board, elected by the voters in the school system. The governing board sets policy for the district and approves the district's annual operating budget.

School board members serve four-year terms. Current members, and their term expiration dates, are as follows:

Adelita S. Grijalva, President	Term Expires: 12/31/2014
Kristel Ann Foster, Clerk	Term Expires: 12/31/2016
Michael Hicks, Member	Term Expires: 12/31/2014
Cam Juárez, Member	Term Expires: 12/31/2016
Mark Stegeman, Member	Term Expires: 12/31/2016

Financial Stability of the Tucson Unified Schools

The auditors reviewed the financial standing of the Tucson Unified School District and examined the Maintenance and Operations Fund annual financial reports for the past five years. The financial reports revealed the relationship between revenues and expenditures for TUSD from 2009-2013, as shown in Exhibit 0.2 below:

Exhibit 0.2

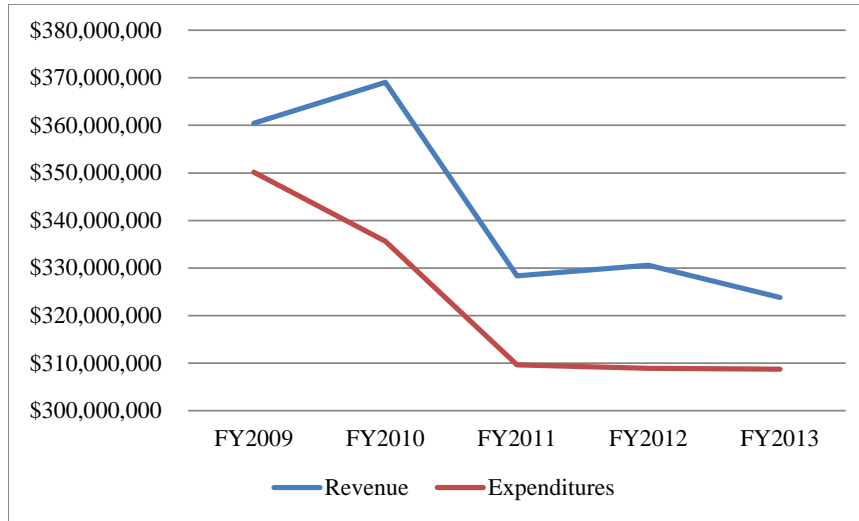
**Annual Financial Reports of Revenues, Expenditures, and Fund Balances
Maintenance and Operations Fund (01)
Tucson Unified School District
January 2014**

Fiscal Year	Revenue	Expenditures	Fund Balance
FY2009	\$360,473,113	\$350,164,939	\$10,308,174
FY2010	369,056,881	335,626,237	33,430,644
FY2011	328,332,948	309,648,657	18,694,291
FY2012	330,622,932	308,923,209	21,699,723
FY2013	323,831,804	308,760,158	14,357,901

The graphic representation of the relationship between TUSD revenues and expenditures is demonstrated with the following Exhibit 0.3:

Exhibit 0.3

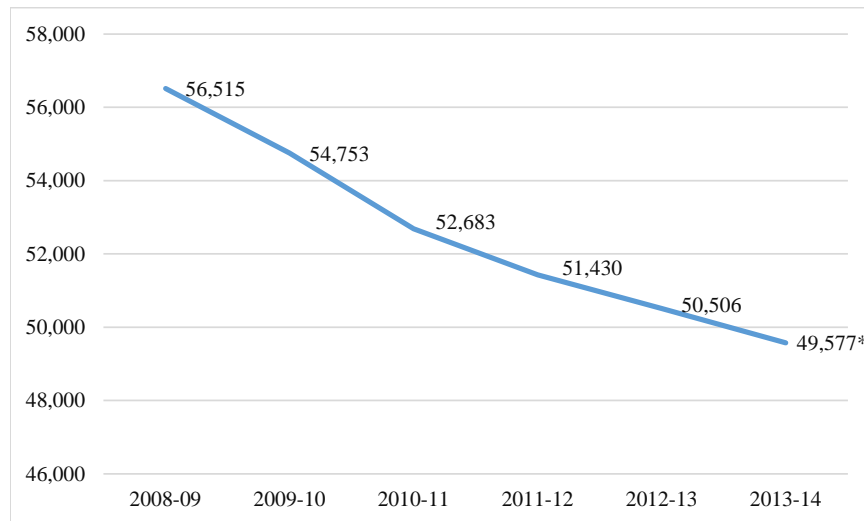
**Graph of Relationship Between Revenues and Expenditures
Maintenance and Operations Fund (01)
Tucson Unified School District
January 2014**



The actual enrollment pattern of the Tucson Unified School District is shown in Exhibit 0.4, below:

Exhibit 0.4

**Total Enrollment
Tucson Unified Schools
2008-2014**



The Curriculum Audit™ centers its focus on the main business of schools: teaching, curriculum, and learning. Its contingency focus is based upon data gathered during the audit that impinge negatively or positively on its primary focus. These data are reported along with the main findings of the audit.

In some cases, ancillary findings in a Curriculum Audit™ are so interconnected with the capability of a school system to attain its central objectives, that they become major, interactive forces, which, if not addressed, will severely compromise the ability of the school system to be successful with its students.

Curriculum Audits™ have been performed in hundreds of school systems in more than 28 states, the District of Columbia, and several other countries, including Canada, Saudi Arabia, New Zealand, Bangladesh, Malaysia, and Bermuda.

The methodology and assumptions of the Curriculum Audit™ have been reported in the national professional literature for more than a decade, and at a broad spectrum of national education association conventions and seminars, including the American Association of School Administrators (AASA), Association of Supervision and Curriculum Development (ASCD), National Association of Secondary School Principals (NASSP), Association for the Advancement of International Education (AAIE), American Educational Research Association (AERA), National School Boards Association (NSBA), and the National Governors Association (NGA).

This audit was conducted in accordance with a contract between Tucson Unified School District No. 1 and Curriculum Management Systems, Inc. All members of the team were certified by Curriculum Management Systems, Inc.

The names of the curriculum auditors in this audit included the following individuals:

- William K Poston Jr, EdD
- Holly J Kaptain, PhD
- Eve Proffitt, EdD
- Sarah McKenzie, PhD
- Jim Farrell, EdD
- Maureen Cotter, EdD
- Meredith Hairell, MEd
- Jean Stoddard, MA
- Susan N VanHoozer, MEd
- Zollie Stevenson, Jr, PhD
- James A Scott, PhD
- Diana Gilsinger, EdD
- Penny Gray, PhD
- Jeffrey Tuneberg, PhD
- Sue Shidaker, MEd
- Kay Coleman, MEd
- Stephanie Streeter, MEd
- Susan L Townsend, MA

Biographical information about the auditors is found in the appendix.

System Purpose for Conducting the Audit

According to information from the Tucson Unified School District, the system decided to undertake a Curriculum Audit™ “so that it will know what it knows” and so that it can use the information gathered from the Curriculum Audit™ to help craft the district’s five-year strategic plan. The Curriculum Audit™ is hoped by system officials to “highlight or expose district curriculum deficiencies, gaps, and instructional efficiency.” Moreover, the data from the Curriculum Audit™ is intended to be used for realigning the district’s organization and addressing needs for curriculum development.

Approach of the Audit

The Curriculum Audit™ has established itself as a process of integrity and candor in assessing public school districts. It has been presented as evidence in state and federal litigation concerning matters of school finance, general resource managerial effectiveness, and school desegregation efforts in Kansas, Kentucky, New Jersey, and South Carolina. The audit served as an important data source in state-directed takeovers of school systems in New Jersey and Kentucky. The Curriculum Audit™ has become recognized internationally as an important, viable, and valid tool for the improvement of educational institutions and for the improvement of curriculum design and delivery.

The Curriculum Audit™ represents a “systems” approach to educational improvement; that is, it considers the system as a whole rather than a collection of separate, discrete parts. The interrelationships of system components and their impact on overall quality of the organization in accomplishing its purposes are examined in order to “close the loop” in curriculum and instructional improvement.

Tucson Unified School District No. 1 Audit Report Page 8

II. METHODOLOGY

The Model for the Curriculum Audit™

The model for the Curriculum Audit™ is shown in the schematic below. The model has been published widely in the national professional literature, including the best-selling book, *The Curriculum Management Audit: Improving School Quality* (1995, Frase, English, Poston).

A Schematic View of Curricular Quality Control



General quality control assumes that at least three elements must be present in any organizational and work-related situation for it to be functional and capable of being improved over time. These are: (1) a work standard, goal/objective, or operational mission; (2) work directed toward attaining the mission, standard, goal/objective; and (3) feedback (work measurement), which is related to or aligned with the standard, goal/objective, or mission.

When activities are repeated, there is a “learning curve,” i.e., more of the work objectives are achieved within the existing cost parameters. As a result, the organization, or a subunit of an organization, becomes more “productive” at its essential short- or long-range work tasks.

Within the context of an educational system and its governance and operational structure, curricular quality control requires: (1) a written curriculum in some clear and translatable form for application by teachers in classroom or related instructional settings, (2) a taught curriculum, which is shaped by and interactive with the written one, and (3) a tested curriculum, which includes the tasks, concepts, and skills of pupil learning and which is linked to both the taught and written curricula. This model is applicable in any kind of educational work structure typically found in mass public educational systems, and is suitable for any kind of assessment strategy, from norm-referenced standardized tests to more authentic approaches.

The Curriculum Audit™ assumes that an educational system, as one kind of human work organization, must be responsive to the context in which it functions and in which it receives support for its continuing existence. In the case of public educational systems, the support comes in the form of tax monies from three levels: local, state, and federal.

In return for such support, mass public educational systems are supposed to exhibit characteristics of rationality, i.e., being responsive to the public will as it is expressed in legally constituted bodies such as Congress, state legislatures, and locally elected/appointed boards of education.

In the case of emerging national public school reforms, more and more this responsiveness is assuming a distinctive school-based management focus, which includes parents, teachers, and, in some cases, students. The

ability of schools to be responsive to public expectations, as legally expressed in law and policy, is crucial to their future survival as publicly-supported educational organizations. The Curriculum Audit™ is one method for ascertaining the extent to which a school system, or subunit thereof, has been responsive to expressed expectations and requirements in this context.

Standards for the Auditors

While a Curriculum Audit™ is not a financial audit, it is governed by some of the same principles. These are:

Technical Expertise

CMSi certified auditors must have actual experience in conducting the affairs of a school system at all levels audited. They must understand the tacit and contextual clues of sound curriculum management.

Members of the audit team represented key diverse areas of educational expertise and possessed many decades of experience in educational fields. Eleven (11) members of the 18-member audit team have doctoral degrees, and the other seven of the auditors have postgraduate degrees in educational disciplines. The audit team represented 13 states including Arizona (three members), Arkansas, California, Colorado, Iowa (two members), Kentucky, Maryland, Ohio, Oklahoma, Rhode Island, Texas (three members), Virginia, and Washington. All members of the audit team have valid licensure in curriculum management auditing from the National Curriculum Management Audit Center in Iowa.

The Principle of Independence

None of the Curriculum Audit™ Team members had any vested interest in the findings or recommendations of the Tucson Unified School District No. 1 Curriculum Audit™. None of the auditors has or had any working relationship with the individuals who occupied top or middle management positions in the Tucson Unified School District No. 1, nor with any of the past or current members of the Tucson Unified School District No. 1 Board of Education.

The Principle of Objectivity

Events and situations that comprise the data base for the Curriculum Audit™ are derived from documents, interviews, and site visits. Findings must be verifiable and grounded in the data base, though confidential interview data may not indicate the identity of such sources. Findings must be factually triangulated with two or more sources of data, except when a document is unusually authoritative such as a court judgment, a labor contract signed and approved by all parties to the agreement, approved meeting minutes, which connote the accuracy of the content, or any other document whose verification is self-evident.

Triangulation of documents takes place when the document is requested by the auditor and is subsequently furnished. Confirmation by a system representative that the document is in fact what was requested is a form of triangulation. A final form of triangulation occurs when the audit is sent to the superintendent in draft form. If the superintendent or his/her designee(s) does not provide evidence that the audit text is inaccurate, or documentation that indicates there are omissions or otherwise factual or content errors, the audit is assumed to be triangulated. The superintendent's review is not only a second source of triangulation, but is considered summative triangulation of the entirety of audit.

The Principle of Consistency

All CMSi-certified Curriculum Auditors have used the same standards and basic methods since the initial audit conducted by Dr. Fenwick English in 1979. Audits are not normative in the sense that one school system is compared to another. School systems, as the units of analysis, are compared to a set of standards and positive/negative discrepancies cited.

The Principle of Materiality

CMSi-certified auditors have broad implied and discretionary power to focus on and select those findings that they consider most important to describing how the curriculum management system is functioning in a school district, and how that system must improve, expand, delete, or reconfigure various functions to attain an optimum level of performance.

The Principle of Full Disclosure

Auditors must reveal all relevant information to the users of the audit, except in cases where such disclosure would compromise the identity of employees or patrons of the system. Confidentiality is respected in audit interviews.

In reporting data derived from site interviews, auditors may use some descriptive terms that lack a precise quantifiable definition. For example:

“Some school principals said that ... ”

“Many teachers expressed concern that ... ”

“There was widespread comment about ... ”

The basis for these terms is the number of persons in a group or class of persons who were interviewed, as opposed to the total potential number of persons in a category. This is a particularly salient point when not all persons within a category are interviewed. “Many teachers said that...,” represents only those interviewed by the auditors, or who may have responded to a survey, and not “many” of the total group whose views were not sampled, and, therefore, could not be disclosed during an audit.

In general these quantifications may be applied to the principle of full disclosure:

Descriptive Term	General Quantification Range
Some ... or a few ...	Less than a majority of the group interviewed and less than 30 percent
Many ...	Less than a majority, more than 30 percent of a group or class of people interviewed
A majority ...	More than 50 percent, less than 75 percent
Most ... or widespread	75-89 percent of a group or class of persons interviewed
Nearly all ...	90-99 percent of those interviewed in a specific class or group of persons
All or everyone ...	100 percent of all persons interviewed within a similar group, job, or class

It should be noted for purposes of full disclosure that some groups within a school district are almost always interviewed in toto. The reason is that the audit is focused on management and those people who have policy and managerial responsibilities for the overall performance of the system as a system. In all audits an attempt is made to interview every member of the board of education and all top administrative officers, all principals, and the executive board of the teachers’ association or union. While teachers and parents are interviewed, they are considered in a status different from those who have system-wide responsibilities for a district’s operations. Students are rarely interviewed unless the system has made a specific request in this regard.

During the site visit in Tucson, the auditors interviewed approximately 310 different individuals and groups, including teachers, principals, parents, community patrons, administrators, the Executive Board of the Tucson Education Association, school board members, support staff, students (secondary only), representatives of the School-Community Partnership Committee, and representatives of student services and community support groups for African-American, Asian/Pacific-American, Native-American, and Mexican-American students. In addition, open time was provided in the afternoon for unscheduled interviews with teachers, parents, and community representatives in two different central locations. Moreover, comprehensive surveys were conducted online for teachers, principals, and parents. Parent surveys were provided in English and Spanish. Bilingual auditors were available to conduct some interviews in Spanish for parents when needed.

Data Sources of the Curriculum Audit™

A Curriculum Audit™ uses a variety of data sources to determine if each of the three elements of curricular quality control is in place and connected one to the other. The audit process also inquires as to whether pupil learning has improved as the result of effective application of curricular quality control.

The major sources of data for the Tucson Unified School District No. 1 Curriculum Audit™ were:

Documents

Documents included written board policies, administrative regulations, curriculum guides, memoranda, budgets, state reports, accreditation documents, and any other source of information that would reveal elements of the written, taught, and tested curricula and linkages among these elements.

Interviews

Interviews were conducted by auditors to explain contextual variables that were operating in the school system at the time of the audit. Such contextual variables may shed light on the actions of various persons or parties, reveal interrelationships, and explain existing progress, tension, harmony/disharmony within the school system. Quotations cited in the audit from interviews are used as a source of triangulation and not as summative averages or means. Some persons, because of their position, knowledge, or credibility, may be quoted more than once in the audit, but they are not counted more than once because their inclusion is not part of a quantitative/mathematical expression of interview data.

Site Visits

All building sites were toured by the CMSi audit team. Site visits reveal the actual context in which curriculum is designed and delivered in a school system. Contextual references are important as they indicate discrepancies in documents or unusual working conditions. Auditors attempted to observe briefly all classrooms, gymnasiums, labs, playgrounds, hallways, restrooms, offices, and maintenance areas to properly grasp accurate perceptions of conditions, activities, safety, instructional practices, and operational contexts.

Standards for the Curriculum Audit™

The CMSi Curriculum Audit™ used five standards against which to compare, verify, and comment upon the Tucson Unified School District No. 1's existing curricular management practices. These standards have been extrapolated from an extensive review of management principles and practices and have been applied in all previous Curriculum Audits™.

As a result, the standards reflect an ideal management system, but not an unattainable one. They describe working characteristics that any complex work organization should possess in being responsive and responsible to its clients.

A school system that is using its financial and human resources for the greatest benefit of its students is one that is able to establish clear objectives, examine alternatives, select and implement alternatives, measure results as they are applied against established objectives, and adjust its efforts so that it achieves a greater share of the objectives over time.

The five standards employed in the CMSi Curriculum Audit™ in Tucson Unified School District No. 1 were:

1. The school district demonstrates its control of resources, programs, and personnel.
2. The school district has established clear and valid objectives for students.
3. The school district demonstrates internal consistency and rational equity in its program development and implementation.
4. The school district uses the results from district-designed or -adopted assessments to adjust, improve, or terminate ineffective practices or programs.
5. The school district has improved productivity.

A finding within a Curriculum Audit™ is simply a description of the existing state, negative or positive, between an observed and triangulated condition or situation at the time of the CMSi audit and its comparison with one or more of the five audit standards.

Findings in the negative represent discrepancies below the standard. Findings in the positive reflect meeting or exceeding the standard. As such, audit findings are recorded on nominal and ordinal indices and not ratio or interval scales. As a general rule, audits do not issue commendations, because it is expected that a school district should be meeting every standard as a way of normally doing its business. Commendations are not given for good practice. On occasion, exemplary practices may be cited.

Unlike accreditation methodologies, audits do not have to reach a forced, summative judgment regarding the status of a school district or subunit being analyzed. Audits simply report the discrepancies and formulate recommendations to ameliorate them.

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III. FINDINGS

STANDARD 1: The School District Demonstrates Its Control of Resources, Programs, and Personnel.

The governing board is elected by the community to plan, organize, implement, fund, and improve the quality of a well-managed educational program. It is one of the major premises of local educational control within any state's educational system. The critical premise involved is that, through the will of the electorate, a local board of education establishes local priorities within state laws and regulations. A school district's accountability and quality control rests with the school board and the public.

The board is responsible for the development of an effective policy framework, providing a focus for management, and establish accountability for administrative and instructional staffs, as well as for its own responsibilities. The board's policies establish the means for the district to make meaningful assessments and use student learning data as a critical factor in determining the system's success. Without the elements of quality control in place, the governing board may not reasonably expect satisfactory performance of the organization or accomplishment of its mission and goals.

Although educational program control and accountability are often shared among different components of a school district, ultimately, fundamental control of and responsibility for a district and its operations rest with the elected governing board and its only direct employee – the superintendent.

What the Auditors Expected to Find in the Tucson Unified School District No. 1:

A school system meeting CMSi Curriculum Audit™ Standard One is able to demonstrate its control of resources, programs, and personnel. Common indicators are:

- A curriculum that is centrally defined and adopted by the board of education;
- A clear set of policies that establish an operational framework for management that permits accountability;
- A clear set of policies that reflect state requirements and local program goals and the necessity to use achievement data to improve school system operations;
- A functional administrative structure that facilitates the design and delivery of the district's curriculum;
- A direct, uninterrupted line of authority from school board/superintendent and other central office officials to principals and classroom teachers;
- Organizational development efforts that are focused to improve system effectiveness;
- Documentation of school board and central office planning for the attainment of goals, objectives, and mission over time; and
- A clear mechanism to define and direct change and innovation within the school system to permit maximization of its resources on priority goals, objectives, and mission.

Overview of What the Auditors Found in the Tucson Unified School District No. 1:

This section is an overview of the findings that follow in the area of Standard One. Details follow within separate findings.

Standard One addresses the Tucson Unified School District's control and governance functions in curriculum management. The auditors found that the governing board's operations and activities provided an inadequate policy framework to guide the system in delivering high quality, equitable, and adequate student achievement. Moreover, the auditors found that current policies and regulations are inadequate to establish and direct a sound

curriculum management system and to provide a framework for quality control of the educational program and organizational operations. The auditors found the Tucson Unified School District's board policies, rules, and regulations to be inadequate in both content and specificity to guide all necessary aspects of curriculum management and the educational programs. Several policies in the curriculum management areas of control, direction, connectivity and equity, feedback, and productivity were either weak or absent.

Planning was found to be underway with a system-wide strategic planning program, but district-wide and school-based planning was not of sufficient quality to lead the district toward the achievement of intended goals. The district leaders' concern about planning often having been conducted "in silos" and with inconsistent implementation and minimal integration was echoed by the audit team. Nevertheless, the planning process reviewed by the auditors included recent procedures as documented and explained in interviews and was found to have the minimum characteristics of quality planning.

Job descriptions were examined and compared to the district's organizational chart, but not all positions had a job description. There were several positions that were found to be missing a description of duties and responsibilities.

The TUSD organizational structure was found to be inadequate according to most audit criteria, and some essential and critical positions for quality control were missing. The TUSD 2013-2014 Organizational Chart, examined by the auditors, was revised by the superintendent on August 27, 2013, and the Office of Student Equity and Intervention 2013-2014 Organizational Chart was created on November 20, 2013. The auditors found that the organizational charts did not meet audit criteria for sound organizational management, included conflicting lines of authority, and were missing key functions in curriculum management quality control, as delineated in the narrative that follows.

Without departments and positions assigned to the basic elements of quality control, the system cannot expect to achieve acceptable levels of educational progress. These elements of progress require a unified, relevant, and high quality curriculum across the system; focus and connectivity with staffing, training, and materials; as well as a sound and functional assessment system that gives useful feedback to the board and superintendent in monitoring the system's operations.

Specific and comprehensive findings are provided below.

Finding 1.1: Board policies are inadequate to provide local curriculum management direction and to establish quality control of the educational program and organizational functions.

In order for policies to provide the necessary operational framework, they must be useful in controlling and directing decision making. Policies must reflect the expectations set by the board and focus the resources of the district toward specific goals. In order for policies to drive practice, they must be specific, easily referenced, and the first-source documents to provide individual and system guidance. Conversely, when policies are absent, outdated, vague, or ignored, there is not effective guidance for administrators or staff. The result may be that decision making is left to individual or special interest discretion. In such instances, there is a lack of coherence in systems, operations, and actions. Educational outcomes may be unpredictable and/or fragmented and may not reflect the intent of the board.

The auditors examined all policies, rules and regulations provided by the school district. They selected for further analysis those policies most directly related to curriculum management and organizational support and assessed them by comparing their content to 26 policy criteria that comprise the Curriculum Management Improvement Model (CMIM). This model serves as the basis for evaluating key documents in a CMSI Curriculum Management audit. Interviews were conducted with board members, administrators, and staff to identify the extent to which board policies are used in the district to guide decisions about educational programs and the curriculum.

The auditors found the Tucson Unified School District's board policies, rules and regulations to be inadequate in both content and specificity to guide all necessary aspects of curriculum management and the educational programs. Several policies in the curriculum management areas of control, direction, connectivity and equity, feedback, and productivity were either weak or absent.

Arizona statutes give school boards broad powers and wide discretion in exercising the powers granted by the legislature. The following statutes grant school boards the authority to manage the school district:

- *A.R.S. 15-341*: “The governing board shall Prescribe and enforce policies and procedures for the governance of the schools, not inconsistent with law or rules prescribed by the state board of education.
- *A.R.S. 15-321*: “The board shall prescribe rules for its own government. It shall hold a regular meeting at least once each month during the regular school year and may hold other meetings as often as called.”
- *A.R.S. 15-323*: “Notwithstanding any other provision of law, a governing board member is eligible to vote on any budgetary, personnel or other question which comes before the board...”

The governing board, through its adopted policies, establishes its governance role in developing policies and directing the superintendent to develop such rules and regulations as are necessary. The following policies reference the role of the school board in establishing district policies:

- *Policy Code BBAA*: “The role of the Governing Board is to establish District wide policy and direction and otherwise to direct the affairs of the District in the manner specified by law, with day-to-day management of the District primarily being the responsibility of District Administration.”
- *Policy Code BDAA*: “Generally, the role of the Governing Board is to establish District Policy. The daily operation of the District is the responsibility of the District Administration.”
- *Policy Code BG* describes the process for the development, implementation, and review of board policies. *Policy Code BG* also includes the following statement, which reinforces the critical nature of school board policies: “Creating policy is a crucial school board role in our system of education governance. Like Congress, state legislatures, and city or county councils, school boards establish the direction and structure of their school district by adopting policies through the authority granted by state legislatures. School board policies have the force of law equal to statutes or ordinances.”
- *Policy Code BG-E1* presents a flow chart of the policy development process in support of *Policy Code BG*.

Auditors obtained for review and analysis copies of 398 local board policies, rules, and regulations from the Tucson Unified School District’s website. Exhibit 1.1.1 lists the 63 curriculum management system policies, rules, and regulations that were selected by auditors for analysis.

Exhibit 1.1.1

TUSD Board Policies and Administrative Regulations Reviewed by Audit Team Tucson Unified School District January 2014

Policy/ Regulation Number	Policy/Regulation Title	Date of Most Recent Adoption/ Revisions
A	District Mission, Vision and Values	Dec. 2013
ADF	Intercultural Proficiency	July 2013
ADF-R	Intercultural Proficiency	Nov. 2006
BBAA	Board Member Authority and Responsibilities	Dec. 2013
BDAA	Procedures for Governing Board Members	July 2012
B DFA	Stakeholder Input and Advisory Committees	June 2013
BG	Board Policy Process	Dec. 2013
BG-E1	Policy Development Process	Apr. 2013
CBCA	Delegated Authority	Oct. 2013
CF	Leadership Principles	June 2013

TUSD	Exhibit 1.1.1 (continued)	
	Board Policies and Administrative Regulations Reviewed by Audit Team	
	Tucson Unified School District	
	January 2014	
Policy/ Regulation Number	Policy/Regulation Title	Date of Most Recent Adoption/ Revisions
CF-R	Leadership Principles	July 2013
CFC	School Council	Oct. 2011
CG	School Improvement Models	Nov. 2011
CG-E1	Restart Model	Nov. 2011
CG-E2	Closure Model	Nov. 2011
CG-E3	Turnaround Model	Nov. 2011
CG-E4	Transformation Model	Nov. 2011
CH	Policy Implementation	Mar. 2012
DBC	Budget, Planning, Preparation and Schedules	May 2013
DD	Funding Proposals, Grants, and Special Projects	Apr. 2013
DDA	Funding Sources Outside the School System	Oct. 2012
DFG	Review and action of Impact to the District Based on Growth and Rezoning	Mar. 2013
EB	Environmental and Safety Program	June 2013
ECF	Energy Conservation	June 2008
EEA	Student Transportation in School Buses	Sept. 2012
FCB	Closing Schools	Apr. 2013
GA	Personnel Goals/Priority Objectives	July 2012
GBB	Staff Involvement in Decision Making	June 2013
GBB-R	Staff Involvement in Decision Making	July 2011
GBEB-R	Staff Conduct	Dec. 2004
GCAB	Filling Vacancies	Oct. 2010
GCH	Employee Orientation	Apr. 2013
GCI	Professional Staff Development	Apr. 2012
GCO	Evaluation of Certificated Staff Members	Nov. 2013
GCO-R	Evaluation of Certificated Teachers	Aug. 2012
GCO-R2	Administrator Evaluation Procedure	Dec. 2013
GCO-E3	TUSD Administrator Evaluation Instrument	Oct. 2013
GCO-E4	Placement Guide for Principal Evaluation Cycle	Oct. 2013
GCO-E5	Professional Growth Plan	Oct. 2013
IGA	Curriculum Development	July 2012
IGE	Curriculum Guides and Course Outlines	July 2012
IHAA	English Instruction	June 2012
IHB	Exceptional Education Programs	May 2008
IHBB	Gifted and Talented Education	Oct. 2012
IIB	Class Size	May 2013
IJ	Instructional Resources and Materials	Oct. 2011
IJJ	Textbook/Supplementary Materials Selection and Adoption	July 2012
IJNDB	Use of Technology Resources in Instruction	July 2012

Exhibit 1.1.1 (continued) TUSD Board Policies and Administrative Regulations Reviewed by Audit Team Tucson Unified School District January 2014			
Policy/ Regulation Number	Policy/Regulation	Title	Date of Most Recent Adoption/ Revisions
IJNDB-R2	Laptop Usage		Oct. 2006
IKA	Grading/Assessment Systems		Mar. 2012
IKA-R	Grading/Assessment Systems		Aug. 2012
IKE	Promotion, Retention and Acceleration of Students		May 2013
IKE-R1	Promotion, Retention, Acceleration and Appeal		June 2013
IKF	Graduation Requirements		Jan. 2013
IKF-R	Graduation Requirements		June 2013
JB	Equal Educational Opportunities and Anti-Harassment		Aug. 2011
JFABD	Admission of Homeless Students		Mar. 2013
JFB	Enrollment and School Choice		Oct. 2012
JLD	Guidance and Counseling		Nov. 2012
JQ	Student Fees, Fines and Charges		Nov. 2011
KB	Parental Involvement in Education		June 2011
KBF	Interpreter and Translator Support Services for Students and Parents/Guardians		Mar. 2013
LCA	Administration of Student Surveys		Mar. 2013

Auditors analyzed the policies, rules, and regulations listed in Exhibit 1.1.1 for congruence with audit standards using 26 criteria, each with three defining characteristics. The auditors assessed the quality of the board policies, rules, and regulations by comparing the content to audit criteria for good curriculum management. The 26 criteria are organized into five categories—control, direction, connectivity and equity, feedback, and productivity—that mirror the five standards of the audit. Relevant policies, rules, and regulations were selected from those noted in Exhibit 1.1.1 for further study and review.

The auditors examined each relevant policy, rule, and regulation to determine if the audit criteria were met. For each criterion, a score of 0 to 3 points was given based on the characteristics of the policy, rule, or regulation. If a policy, rule, or regulation (or several considered together) met any of the defining characteristics, the policy, rule, or regulation was given the corresponding score (1-3). If a policy or regulation was considered too weak to meet the characteristics or if there was no policy, rule, or regulation regarding the criterion, a rating of 0 was given. To be considered adequate, 70 percent of the total possible points for a standard (set of criteria) had to be given. The criteria and results of this analysis are contained in Exhibits 1.1.2 through 1.1.7.

Exhibit 1.1.2

**Auditors' Analysis of Board Policy and Administrative Regulations on
Audit Standard One to Determine Quality and Degree of Adequacy
Tucson Unified School District
January 2014**

Standard One—Provides for Control: Directs the superintendent or designee to oversee the development of board policy to ensure:		
Audit Criteria and Characteristics	Relevant Policies and Regulations	Auditors' Rating
1.1 A taught and assessed curriculum that is aligned to the district written curriculum		
• Requires the taught and assessed curriculum to be aligned to the district’s written curriculum	IKF, IKF-R, JFB, IGA	0
• Addresses the alignment of the district’s written curriculum with state and national standards for all subject areas and grades (includes electives)		0
• Directs the district’s written curriculum documents to be more rigorous than state and national standards to facilitate deep alignment in all three dimensions with current and future high-stakes tests		0
1.2 Philosophical statements of the district instructional approach		
• Has a general philosophical statement of curriculum approach, such as standards-based, competency-based, outcome-based, etc.	A	0
• Directs adherence to mastery learning practices for all content areas and grades involved in local, state, and national accountability		0
• Directs adherence to mastery learning practices for all grade levels and content areas, including electives		0
1.3 Board adoption of the written curriculum		
• Requires the annual review of new or revised written curriculum prior to its adoption	IGA	0
• Directs the annual adoption of new or revised written curriculum for all grade levels and content areas		1
• Directs the periodic review of all curriculum on a planned cycle over several years		0
1.4 Accountability for the design and delivery of the district curriculum through roles and responsibilities		
• Directs job descriptions to include accountability for the design and delivery of the aligned curriculum	BG, CF, GA,GBEB-R, GCAB, GCO-R2	0
• Links professional appraisal processes with specific accountability functions in the job descriptions of central office administrators, building administrators, and regular classroom teachers		0
• Directs professional appraisal processes to evaluate all staff in terms of gains in student achievement		0
1.5 Long-range, system-wide planning		
• As part of the district planning process, policy requires that the superintendent and staff think collectively about the future and that the discussion take some tangible form (This allows for flexibility without prescribing a particular template)	BG, CG	0
• Requires the development of a system-wide, long-range plan that is updated annually; incorporates system-wide student achievement targets; and is evaluated using both formative and summative measures		0
• Expects school improvement plans to be congruent with the district long-range plan, to incorporate system-wide student achievement targets, and to be evaluated using both formative and summative measures		0

Exhibit 1.1.2 (continued) Auditors’ Analysis of Board Policy and Administrative Regulations on Audit Standard One to Determine Quality and Degree of Adequacy Tucson Unified School District January 2014		
Standard One—Provides for Control: Directs the superintendent or designee to oversee the development of board policy to ensure:		
Audit Criteria and Characteristics	Relevant Policies and Regulations	Auditors’ Rating
1.6 Functional decision-making structure		
• Expects an organizational chart that is annually reviewed, presented to the board, and approved by the superintendent	BDAA, BDFA, CFC, GBB	0
• Requires that job descriptions for each person listed on the organizational chart be present and updated regularly to ensure that all audit criteria, such as span of control, logical grouping of functions, etc., are met		0
• Directs and specifies the processes for the formation of decision-making bodies (e.g., cabinet, task forces, committees) in terms of their composition and decision-making responsibilities, to ensure consistency, non-duplication of tasks, and product requirements		1
Standard One Rating (number of points for the six criteria with a possibility of 18)		2
Percentage of Adequacy (points divided by the number of possible points—18)		11%
Note: One point was awarded for every characteristic met under each criterion for a maximum of three points. No points are awarded when policies fail to meet any characteristics.		

Exhibit 1.1.2 presents the auditors' ratings of the district policies, rules, and regulations related to Standard One, which provides for control. Auditors found that board policies lacked sufficient content, specificity, and direction to meet this audit criterion. At least 70 percent of the characteristics must be met for the policies to be considered adequate; the auditors found that two out of 18 (11 percent) of the criteria were met.

The following presents information about the auditors' ratings on Standard One:

Criterion 1.1: A taught and assessed curriculum that is aligned to the district written curriculum

Four policies vaguely reference a taught and assessed curriculum that is aligned to district written curriculum. *Policy Code IFK-R* states that "...students shall have successfully completed the subject-area course requirement incorporating the standards and competencies adopted by the State Board of Education" in order to graduate. *Policy Code IKF* requires that all students shall complete graduation requirements, which include a minimum of 23 credits. In the descriptions of each course, no reference is made to the written and taught curriculum associated with each course other than that "students shall demonstrate competencies of grade level standards in reading, science, social studies, and mathematics adopted by the State Board of Education." *Policy Code JFB* describes enrollment and school choice, with a description of magnet schools, pipeline schools, and open enrollment, but no mention is made of curriculum within any of the school choice programs. *Policy Code IGA* requires that "all curriculum changes be approved by the Governing Board." No policy references were found that would require alignment of the district's curriculum with national standards or high-stakes assessments. There is no policy requiring the district's curriculum to be more rigorous than state and national standards or requiring that district assessments be aligned with the district's adopted curriculum. No points were awarded for this criterion.

Criterion 1.2: Philosophical statements of the district instructional approach

Policy Code A states that the District Mission Statement "...in partnership with parents and the greater community, is to assure each pre-K through 12th grade students receives an engaging, rigorous and comprehensive education." No policy statement was found requiring a specific curriculum approach or mastery learning practices to be employed at all grade levels and for all content areas including electives. No points were awarded for this criterion.

Criterion 1.3: Board adoption of the written curriculum

References to the board's role in adopting academic standards and considering new programs were found in *Policy Code IGA*. *Policy Code IGA* states, "...the school system continually develop and modify its curriculum to meet changing needs" and "All curriculum changes shall be approved by the Governing Board." There was no clear policy expectation for a planned curriculum review. One point was awarded for this criterion.

Criterion 1.4: Accountability for the design and delivery of the district curriculum through roles and responsibilities

Auditors found no policies that directly required job descriptions to include accountability for the design and delivery of curriculum. *Policy Code GCAB* requires that "An outline of job responsibilities be developed and maintained by the Superintendent or designee through position descriptions." *Policy Code GBEB-R* states that staff "Perform in accordance with the employee's current job description, performance goals, and authorized directives from supervisory authority." *Policy Code CF* describes Leadership Principles of the District. Among these is the principle that "All Administrators/Managers/Supervisors/Lead Staff **will** make student achievement, safety, and welfare their highest priority." *Policy Code CF* also states that "Principals duties include, but are not limited to, the following: ...[being] responsible for the operation of the educational program of the school." *Policy Code GA* states that "An employee appraisal program (evaluation)... will contribute to the continuous improvement of staff performance." The Administrative Evaluation Procedure presented in *Policy Code GCO-R2* does not include any discussion or requirements that administrators' evaluations include accountability of the design or delivery of the district curriculum. No points were awarded this criterion.

Criterion 1.5: Long-range, system-wide planning

No specific policies were identified that require long-range planning across the district. Although the district has a Mission Statement, that statement does not embrace district planning as one of the district goals. *Policy Code BG* encourages the participation of community in the policy development process but does not require public participation as part of the planning process. Likewise, *Policy Code CG* describes four School Improvement Models; however, the four models do not require planning, either long-or short-range, as part of the implementation process. No points were awarded for this criterion.

Criterion 1.6: Functional decision-making structure

Policies establishing an expectation that the superintendent will develop an organizational chart depicting lines of authority or job descriptions were not identified. Decision-making bodies are identified in *Policy Code CFC*, which authorizes the establishment of School Councils: "School Councils shall be responsible for making recommendations to the superintendent for submission of the school's 301 Plan goals, if applicable; the selection of the school administration; and the allocation of discretionary budget of the school's curriculum. Also, *Policy Code GBB* encourages employees to participate in school management through the suggestion of ideas for increased economy of operation and improvement of service." One point was awarded this criterion.

Exhibit 1.1.3

**Auditors' Analysis of Board Policy and Administrative Regulations on
Audit Standard Two to Determine Quality and Degree of Adequacy
Tucson Unified School District
January 2014**

Standard Two—Provides for Direction: Directs the superintendent or designee to oversee the development of board policy to ensure:		
Audit Criteria and Characteristics	Relevant Policies and Regulations	Auditors' Rating
2.1 Written curriculum with aligned, criterion-referenced formative assessments for all subject areas at all grade levels		
• Requires enough specificity so that all teachers can consistently describe how students will demonstrate mastery of the intended objective	IGA, IGE	0
• Requires formative assessment instruments that align to specific curriculum objectives		0
• Directs that suggestions be provided to teachers for differentiating curriculum to meet students' needs as diagnosed by formative assessments		0
2.2 Periodic review/update of the curriculum and aligned resources and assessments		
• Requires the development of procedures to both formatively and summatively review the written curriculum for all grade levels and content areas	IGA, IGE	0
• Requires the annual review of test banks, benchmark assessments, and other assessment instruments for alignment with the district or state accountability system		0
• Evaluates assessment instruments for alignment to the district curriculum in all three dimensions: content, context, and cognitive type		0
2.3 Textbook/resource alignment to curriculum and assessment		
• Requires textbooks/resources to be regularly reviewed and the resource revision/ adoption cycle to align with the curriculum revision cycle	IJ, IJJ, IJNDB	0
• Directs review of all new instructional resource materials for content, context, and cognitive type alignment to the district curriculum and assessment		0
• Directs district staff to identify discrete areas where alignment is missing and provide teachers with supplementary materials to address gaps in alignment (missing content, inadequate contexts, etc.)		0
2.4 Content area emphasis		
• Directs the yearly identification of subject areas that require additional emphasis based on a review of assessment results		0
• Within subject areas, requires identification by administration of specific objectives, contexts, cognitive types, and instructional practices to receive budgetary support		0
• Requires focused professional development and coaching to support the instructional delivery of the identified priorities within the content areas		0
2.5 Program integration and alignment to the district's written curriculum		
• Directs that all subject-related (e.g., reading, Title I) and school-wide (e.g., tutoring, DARE, AVID) programs be reviewed for alignment to the written and assessed curriculum	IHAA	0
• Requires written procedures for both formative and summative evaluation of all new subject-related and school-wide programs before submission to the board for approval		0
• Directs administrative staff to prepare annual recommendations for subject-related and school-wide program revision, expansion, or termination based on student achievement		1
Standard Two Rating (number of points for the five criteria with a possibility of 15)		1
Percentage of Adequacy (points divided by the number of possible points—15)		7%
Note: One point was awarded for every characteristic met under each criterion for a maximum of three points. No points are awarded when policies fail to meet any characteristics.		

Exhibit 1.1.3 presents the auditors' ratings of the district policies, rules, and administrative regulations related to Standard Two, which provides for direction. Auditors found that board policies lacked sufficient content, specificity, and direction to meet this audit criterion. At least 70 percent of the characteristics must be met for the policies to be considered adequate; the auditors found that one out of 15 (seven percent) of the criteria was met.

The following presents information about the auditors' ratings on Standard Two:

Criterion 2.1: Written curriculum with aligned, criterion-referenced formative assessment for all subject areas at all grade levels

No policies were presented to auditors that require formative assessment aligned to specific curriculum objectives. Also, policies were absent in the area of differentiation that is linked to formative assessment techniques. No points were awarded for the criterion.

Criterion 2.2: Periodic review/update of the curriculum and aligned resources and assessments

Auditors found two district policies that required review of the district curriculum, resources, and assessments on a periodic basis. *Policy Code IGA* authorizes the superintendent to "develop the curriculum for the school system and to organize committees to review curriculum." *Policy Code IGE* requires the curriculum guides be developed for "the various subject areas." Also, "These guides shall present at least a minimal outline for instruction...and...suggest a variety of possibilities for instruction, patterns of individualization, variations of approaches, and materials." No requirement is made for a periodic review of curriculum or the alignment of curriculum and assessment. No points were awarded this criterion.

Criterion 2.3: Textbooks/resource alignment to curriculum and assessment

Auditors found three policies that address textbooks and resources. *Policy Code IJ* requires that district shall furnish all textbooks and supplies for students in grades K-8, and textbooks and other printed material for student in grades 9-12. *Policy Code IJJ* requires that the board will have final approval and adopt all new textbooks and supplementary course books. *Policy Code IJNDB* describes the use of technology resources in instruction, but is basically an acceptable use policy covering staff and student use of district technology equipment, software, and networks. No policy requires the alignment of textbooks or resources to curriculum or assessment. No points were awarded this criterion.

Criterion 2.4: Content area emphasis

Auditors did not find any policies containing characteristics associated with this criterion. Specifically, no policy statements were found requiring professional development in support of curriculum delivery. No policy requires the identification of subject areas that need additional emphasis and budgetary support. No points were awarded this criterion.

Criterion 2.5: Program integration and alignment to the district's written curriculum

While no policy specifically directs that all subject-related programs be reviewed for alignment, *Policy Code IHAA* does require that "The superintendent shall issue Administrative Regulations containing procedures for the identification, assessment, placement, reassessment, and reclassification of ELLs and develop and implement procedures for continuous and appropriate assessment of the effectiveness of all educational programs and activities governed by the policy." However, this policy is limited to those students in ELL programming only. One point was awarded this criterion.

Exhibit 1.1.4

**Auditors' Analysis of Board Policy and Administrative Regulations on
Audit Standard Three to Determine Quality and Degree of Adequacy
Tucson Unified School District
January 2014**

Standard Three—Provides for Connectivity and Equity: Directs the superintendent or designee to oversee the development of board policy to ensure:		
Audit Criteria and Characteristics	Relevant Policies and Regulations	Auditors' Rating
3.1 Predictability of written curriculum from one grade and/or instructional level to another		
• Requires the vertical articulation and horizontal coordination of the curriculum within schools		0
• Requires vertical articulation across grade levels and horizontal coordination among schools at a given level for all content areas		0
• Directs the identification of prerequisite skills and their placement in the written curriculum at the appropriate grade/instructional level		0
3.2 Training for staff in the delivery of the curriculum		
• Directs the development and implementation of a district professional development plan, focused on effective curriculum delivery, that is congruent with the district long-range plan and annual goal priorities	GA, GBEB-R, GCH, GCI	0
• Requires a process whereby staff are coached over time in the implementation of professional development initiatives		0
• Directs the regular evaluation of the impact of professional development on student achievement, using both formative and summative measures		0
3.3 Delivery of the adopted district curriculum		
• Requires all staff to deliver the curriculum as approved by the board	GCO, GCO-R, IIB	0
• Requires building principals and all central office staff with curriculum responsibilities to review disaggregated assessment results and identify areas where curriculum delivery may be ineffective		0
• Requires an annual report for the board regarding the status of curriculum delivery		0
3.4 Monitoring the delivery of the district curriculum		
• Directs building principals to develop and implement a plan to monitor the delivery of the district curriculum on a weekly basis	CF	0
• Directs central office curricular staff to assist the principal in monitoring the delivery of the district curriculum		0
• Requires periodic school and classroom data-gathering reports from administrators detailing the status of the delivery of the curriculum across the district, with recommendations for the creation of professional development activities or curricular revisions		0
3.5 Equitable student access to the curriculum, instructional resources, and learning environment		
• Requires equal student access to the curriculum, appropriate instructional materials for a variety of learning levels and modes, and appropriate facilities to support the learning environment necessary to deliver the district curriculum	ADF, EEA, IHAA, IHB, IHBB, JB, JFABD, JQ, KBF	1
• Directs the development of procedures for fast-tracking students who lack sufficient prerequisite skills for courses such as AP, honors, etc., but need more challenging content		0
• Requires an annual review of equity data (such as access, racial isolation, rigor), the subsequent reporting to the board of those data, and the development of a plan for correcting equity issues		0
Standard Three Rating (number of points for the five criteria with a possibility of 15)		1
Percentage of Adequacy (points divided by the number of possible points—15)		7%
Note: One point was awarded for every characteristic met under each criterion for a maximum of three points. No points are awarded when policies fail to meet any characteristics.		

Exhibit 1.1.4 presents the auditors' ratings of the district policies, rules, and regulations related to Standard Three, which provides for connectivity and equity. Auditors found that board policies lacked sufficient content, specificity, and direction to meet this audit criterion. At least 70 percent of the characteristics must be met for the policies to be considered adequate; the auditors found that one out of 15 (seven percent) of the criteria was met.

The following presents information about the auditors' ratings on Standard Three:

Criterion 3.1: Predictability of written curriculum from one grade and/or instructional level to another

Auditors found no policies that addressed articulation and coordination of the curriculum. No points were awarded this criterion.

Criterion 3.2: Training for staff in the delivery of the curriculum

References to professional development were found in several board policies. *Policy Code GCI* encourages participation in professional meetings and approved in-services for the purpose of professional growth. *Policy Code GA* establishes personnel services goals, which include an employee appraisal system that will "contribute to the continuous improvement of staff performance and in-service programs that will improve rate of staff performance and retention." *Policy Code GCH* requires that all new employees attend an employee orientation that includes information about the District's Mission, Vision, Values, and Goals. Finally, *Policy Code GBEB-R* expects that employees will "Strive to acquire knowledge of new developments in the employee's field of work." No policies were found that require either coaching of employees over time, or regular evaluation of the impact of professional development. Existing policy also does not expect that professional development focus on effective curriculum delivery or be congruent with district plans or goals. No points were awarded this criterion.

Criterion 3.3: Delivery of the adopted district curriculum

Auditors found no policies that required delivery of the approved curriculum or use of assessment results to identify areas in which curriculum delivery may be ineffective. Three policies mention instruction. *Policy Code IIB* states that instructional delivery shall be "flexible to accommodate student groupings," *Policy Code GCO-R* identifies Instructional Strategies as "specific, concrete and targeted toward the unique needs of the students," and *Policy Code GCO* describes the staff evaluation process to include "Student learning is the primary focus of the teachers' professional time." None of the three cited policies above required delivery of the adopted curriculum. No points were awarded this criterion.

Criterion 3.4: Monitoring the delivery of the district curriculum

Policy Code CF states, "A principal is responsible for the supervision, evaluation, and support of the school staff members." Also, "A principal will maintain school records and prepare reports." Additionally the principal will keep the superintendent informed of the conditions and needs of the school. No policy was found that specifically required principals to monitor the delivery of curriculum on a weekly basis or use the data to monitor the status of curriculum delivery across the district. No points were awarded this criterion.

Criterion 3.5: Equitable student access to the curriculum, instructional resources, and learning environment

Several policies were found that establish a clear expectation that students could not be denied access to the district's educational programs. *Policy Code KBF* states, "TUSD is committed to ensuring communication with Limited English Students and their families shall receive services in a language they understand." *Policy Code JQ* states, "No student will be denied an education as a result of inability to pay supplementary charges." *Policy Code JB* states, "The right of each student to fully participate in classroom instruction shall not be abridged or impaired because of race, color, religion, sex, sexual orientation, age, national origin, and disability, or any other reason not related to the student's individual capabilities." *Policy Code JFABD* includes several procedures to ensure that Homeless Students will not be denied access to education, in compliance with Arizona State Laws and Arizona Administrative Codes. *Policy Code IHBB* requires that Gifted and Talented students shall be "provided with appropriate instruction and/or special ancillary services from first grade through high school."

No policy references were found requiring review of equity data or developing procedures for fast-tracking students who lack sufficient skills for courses such as AP or honors. One point was awarded for this criterion.

Exhibit 1.1.5

Auditors' Analysis of Board Policy and Administrative Regulations on Audit Standard Four to Determine Quality and Degree of Adequacy Tucson Unified School District January 2014

Standard Four—Provides for Feedback: Directs the superintendent or designee to oversee the development of board policy to ensure:		
Audit Criteria and Characteristics	Relevant Policies and Regulation	Auditors' Rating
4.1 A student assessment process		
• Requires the development and implementation of a district student assessment process that goes beyond the state accountability assessment system and includes both formative and summative measures	IKA, IKA-R, IKAB, IKE	0
• Requires the development and implementation of a district student assessment process that is differentiated to address variations in student achievement (both above and below grade level) and includes both formative and summative assessment measures		0
• Requires assessment instruments to be more rigorous in content, context, and cognitive type than external, high stakes assessments		0
4.2 A program assessment process		
• Directs the development and implementation of a district program evaluation process		0
• Requires each proposed program to have an evaluation process (The process includes both formative and summative evaluations) before that program is adopted and implemented		0
• Directs the program assessment process to link with district planning initiatives, including site improvement plans and the strategic/long-range plan		0
4.3 Use of data from assessments to determine program and curriculum effectiveness and efficiency		
• Requires the disaggregation of assessment data at the school, classroom, student subgroup, and student level to determine program and curriculum effectiveness and efficiency	IKE, IKA	0
• Requires classroom teachers to track and document individual student mastery in core content areas		1
• Requires the development of modifications to the curriculum and/or programs as needed in response to disaggregated assessment data to bring about effectiveness and efficiency		0
4.4 Reports to the board about program effectiveness		
• Requires yearly reports to the board regarding program effectiveness for all new programs for the first three years of operation		0
• Requires reports to the board every three years for long-term programs		0
• Requires summative reports to the board every five years for all content areas before any curriculum revisions or major materials acquisition, with the reports delivered prior to the curricular adoption cycle		0
Standard Four Rating (number of points for the four criteria with a possibility of 12)		1
Percentage of Adequacy (points divided by the number of possible points—12)		8%
Note: One point was awarded for every characteristic met under each criterion for a maximum of three points. No points are awarded when policies fail to meet any characteristics.		

Exhibit 1.1.5 presents the auditors' ratings of the district policies, rules, and regulations related to Standard Four, which provides for feedback. Auditors found that board policies lacked sufficient content, specificity, and

direction to meet this audit criterion. At least 70 percent of the characteristics must be met for the policies to be considered adequate; the auditors found that one out of 12 (8 percent) of the criteria was met.

The following presents information about the auditors' ratings on Standard Four:

Criterion 4.1: A student assessment process

No policy references were found requiring district assessments to go beyond that which is required for state accountability, or establishing a system that is differentiated or more rigorous than external high stakes assessments. Four policies were found that require procedures to determine student competencies on state mandated curriculum (*Policy Codes IKA, IKA-R, IKE-R, and IKE*); however, these policies mainly deal with student grading and student report cards. No points were awarded this criterion.

Criterion 4.2: A program assessment process

No policies were presented to auditors that direct the development of a district program evaluation process or link new programs to district planning initiatives, improvement plans, or long-range planning. No points were awarded this criterion.

Criterion 4.3: Use of data from assessments to determine program and curriculum effectiveness and efficiency

Policy Code IKE states that student shall "Progress through the grades by demonstrating growth in learning and by meeting or exceeding the grade-level standards established by the State and District." *Policy Code IKA* requires teachers to "Balance the need for on-going assessment for instructional purposes with reporting student progress/achievement by giving a grade." There is no expectation in policy that staff disaggregate data at the school, classroom, or sub-group level for the purpose of determining curriculum effectiveness or for differentiation or modification of curriculum or programs. One point was awarded this criterion.

Criterion 4.4: Reports to the board about program effectiveness

Policy is silent on this criterion. No points were awarded this criterion.

Exhibit 1.1.6

**Auditors' Analysis of Board Policy and Administrative Regulations on
Audit Standard Five to Determine Quality and Degree of Adequacy
Tucson Unified School District
January 2014**

Standard Five—Provides for Productivity: Directs the superintendent or designee to oversee the development of board policy to ensure:		
Audit Criteria and Characteristics	Relevant Policies and Regulations	Auditors' Rating
5.1 Program-centered budgeting		
<ul style="list-style-type: none"> Directs development of a budget process that requires program evaluation, identification of specific measurable program goals before the budget process begins, and documented costs to ensure that expenditures are aligned within revenues and cost-benefit analysis is facilitated 	DBC, DD, DDA, FCB	0
<ul style="list-style-type: none"> Requires adherence to a program-centered budgeting process that includes incremental budgeting based on different program types, delivery, and quality for all curriculum areas (The process provides evidence of tangible connections between allocations and anticipated program outcomes or accomplishments.) 		0
<ul style="list-style-type: none"> Directs full implementation of a program-centered budgeting process that includes incremental funding possibilities, a process for evaluating options, and the use of program evaluation data linked to budget allocations (This process enables program budget decisions to be based upon documented results and performance.) 		0

Exhibit 1.1.6 (continued) Auditors’ Analysis of Board Policy and Administrative Regulations on Audit Standard Five to Determine Quality and Degree of Adequacy Tucson Unified School District January 2014		
Standard Five—Provides for Productivity: Directs the superintendent or designee to oversee the development of board policy to ensure:		
Audit Criteria and Characteristics	Relevant Policies and Regulations	Auditors’ Rating
5.2 Resource allocation tied to curriculum priorities		
• Requires a budget that allocates resources according to documented needs, assessment data, and established district curriculum and program goals and priorities	BBAA, DBC	0
• Requires a budget that may be multi-year in nature, provides ongoing support for curriculum and program priorities, and connects costs with program expectations and data-based needs		0
• Directs a budget that provides resources needed to achieve system priorities over time and demonstrates the need for resources based on measurable results and/or performance of programs and activities		0
5.3 Environment to support curriculum delivery		
• Directs facilities that enable teachers to work in an environment that supports adequate delivery of the curriculum	DFG, EB, ECF	0
• Directs consideration of multi-year facilities planning efforts to adequately support the district curriculum and program priorities		0
• Directs facilities planning linked to future curriculum and instructional trends and to the teaching-learning environment incorporated in the documented system mission and vision statements		0
5.4 Support systems focused on curriculum design and delivery		
• Provides a clear connection between district support services and the achievement of the district curriculum design and delivery, and evidence of optimization within the system		0
• Requires formative and summative evaluation practices for each support service to provide data for improving these services and documented evidence of improvement over time		0
• Requires periodic reports to the board with recommendations for continuing, revising, and/or developing new support services to enhance fulfillment of the mission, including needs-based data		0
5.5 Data-driven decisions for the purpose of increasing student learning		
• Directs the development of specific requirements for data analysis that lead to improved student learning for the core curriculum areas and electives		0
• Directs the development of specific requirements for data analysis that lead to improved student learning for all curriculum areas and grade levels (including electives)		0
• Directs the development of specific requirements for data analysis that lead to improved student learning for all operations of the district		0

Exhibit 1.1.6 (continued) Auditors’ Analysis of Board Policy and Administrative Regulations on Audit Standard Five to Determine Quality and Degree of Adequacy Tucson Unified School District January 2014		
Standard Five—Provides for Productivity: Directs the superintendent or designee to oversee the development of board policy to ensure:		
Audit Criteria and Characteristics	Relevant Policies and Regulations	Auditors’ Rating
5.6 Change processes for long-term institutionalization of district priority goals		
• Requires the identification of strategies, grounded in documented assessment of program success or efficacy, to be used by the district to ensure long-term institutionalization of change		0
• Directs the development of school improvement plans that address the use of specific change strategies at the building level to ensure the institutionalization of change and improved results or performance		0
• Directs that all district, department, and program plans incorporate procedures for change strategies to ensure the institutionalization of change for improvement and include procedures with formative and summative practices that provide data about change implementation and effectiveness		0
Standard Five Rating (number of points for the six criteria with a possibility of 18)		0
Percentage of Adequacy (points divided by the number of possible points—18)		0%
Note: One point was awarded for every characteristic met under each criterion for a maximum of three points. No points are awarded when policies fail to meet any characteristics.		

Exhibit 1.1.6 presents the auditors' ratings of the district policies, rules, and regulations related to Standard Five, which provides for productivity. Auditors found that board policies lacked sufficient content, specificity, and direction to meet this audit criterion. At least 70 percent of the characteristics must be met for the policies to be considered adequate; the auditors found that none of the 18 criteria were met.

The following presents information about the auditors' ratings on Standard Five:

Criterion 5.1: Program-centered budgeting

Four policies were presented to auditors regarding budgeting processes. *Policy Code DBC* requires that the superintendent "Prepare and disseminate a budget preparation schedule...for the school year." *Policy Code DD* requires that the board be kept informed of possible sources of state and federal and other funds for support of the schools. *Policy Code DDA* permits the district to submit proposals to private foundations and other sources of financial aid. *Policy Code FCB* permits the board to close schools based, in part, on operational costs. No policies address program-centered budgeting. No points were awarded this criterion.

Criterion 5.2: Resource allocation tied to curriculum priorities

Policy Code DBC requires that the "Superintendent prepare and disseminate a budget preparation schedule to accomplish all required budgetary actions for the following school year." *Policy Code BBAA* gives the Board the authority to develop and approve policy to promote the "cost-efficient and equitable operation of the District." Policy expectations requiring development of multi-year budgets based on documented needs were not found. No points were awarded this criterion.

Criterion 5.3: Environment to support curriculum delivery

Policy Code EB establishes procedures to protect the safety of all students, employees, visitors, and other present on school property through the creation of a plan to address maintenance, safety, reports of defects in buildings and grounds, and misuse of facilities. *Policy DFG* permits the district to review and take action on proposed rezoning or other land transfers that may impact schools or school facilities. *Policy Code ECF* establishes objectives and guidelines for energy conservation procedures to save utility costs while maintaining

a healthy and comfortable learning environment. No policies address overall facilities planning to address future instructional trends. No points were awarded this criterion.

Criterion 5.4: Support systems focused on curriculum design and delivery

References connecting other support services—such as transportation, technology, or nursing services—to student learning were not found. No policy statements were found that would require the evaluation of support services or periodic reports to the board. No points were awarded for this criterion.

Criterion 5.5: Data-driven decisions for the purpose of increasing student learning

No policy statements were noted that referenced the use of data analysis to improve student learning. No points were awarded for this criterion.

Criterion 5.6: Change processes for long-term institutionalization of district priority goals

No policies referenced change or implementing change processes. No points were awarded this criterion.

Exhibit 1.1.7 shows the percentage of adequacy of board policies, rules, and regulations for each of the five standards and an overall adequacy percentage for all five standards.

Exhibit 1.1.7

**Summary Ratings of the Auditors' Analysis of Board Policy
and Administrative Regulations to Determine Quality and Degree of Adequacy
Tucson Unified School District
January 2014**

Standard	Number of Criteria	Number of Possible Points	Points Given	Percentage of Points Relative to 70% Standard for Adequacy
One	6	18	2	11
Two	5	15	1	7
Three	5	15	1	7
Four	4	12	1	8
Five	6	18	0	0
Overall Rating For all Criteria	26	78	5	6%

As can be noted, district policies, rules, and regulations scored five out of a possible 78 points. Scores for each of the five categories are as follows: Control—2 of 18, Direction—1 of 15, Connectivity and Equity—1 of 15, Feedback—1 of 12, and Productivity—0 of 18. To be considered adequate, an overall score of 57 points, or 70 percent, is required. With an overall score of five points, or six percent, the policies, rules, and regulations of the Tucson Unified School District do not meet the audit standard for effective governance and are considered inadequate.

In summary, the auditors compared governing policies, rules, and regulations to audit criteria for quality in the areas of control, direction, connectivity and equity, feedback, and productivity. It was determined that board policies, rules, and regulations are inadequate to direct the superintendent and staff for effective management of curriculum and other district functions. More specifically, no board policies or administrative regulations clearly require specificity or similar curriculum requirements that would help teachers identify student mastery of critical learner objectives aligned with accountability measures. Policies related to assessment and curriculum contain no direction for formative assessment instruments, denying teachers access to information about student progress in mastery of learner objectives on a frequent basis (see [Recommendation 1](#)).

Finding 1.2: Some planning documents meet audit criteria to direct student achievement improvement efforts; however, they are not consistently used or implemented and require updated needs assessments, increased coordination with budget planning, and expanded informational contents to optimize the potential for attaining desired outcomes. District leaders report that they are initiating a new process that will unify several plans, integrate the priorities for improvements, and expand the inclusivity of planning participation.

Quality planning is a critical component of governance and management leadership in school districts intent on meeting goals for successful student learning and achievement as well as for effective operations across the system. The planning function typically involves a variety of stakeholders in developing goals, strategies, and recommended actions that speak to current data as well as future informational projections. The finalized documents include clear goals, implementation actions and targeted dates for accomplishment, responsible persons for ongoing monitoring and implementation roles, and identification of resources needed and how they are to be attained, as well as information about methods for determining and reporting progress. Plans can be presented in a variety of formats for multi-year coverage, but clarity of procedures for updating and modifying of goals, actions, and other contents are typically spelled out in the plan documents to ensure common organizational understanding of plan monitoring and ongoing modifications in response to current data. Quality plans resulting from such a process are formally recommended by the superintendent, approved by the governing board, and subsequently implemented with collaboration across the system.

To obtain a comprehensive understanding of the planning functions and documents in the Tucson Unified School District, the auditors reviewed state and local expectations for planning as identified in directives from the Arizona Department of Education, local school board policies, and a relevant federal court order. The team reviewed all planning documents provided by the district staff and interviewed board members, district administrators, principals, several teachers and other school-based staff, and parents and community members who opted to participate in the auditors' group interviews.

The auditors found that current board policies do not provide adequate direction for expected planning processes or plan contents. Planning in the district in the last few years has been fragmented. Various offices have developed program or activity specific plans that relate to a federal, state or local mandate but those plans did not connect to a comprehensive district plan. The planning process that has been taking place over the last few months was also reviewed by the auditors and was found to have the minimum characteristics of quality planning..

The audit team found that primary plans have been those required by the state or by a federal court: the district's Continuous Improvement Plan (CIP), schools improvement plans, a Unitary Status Plan (referred to as a desegregation plan), and the TUSD Information Technology Plan. Auditors' review determined that the district's Continuous Improvement Plan and the sample of 10 schools' improvement plans contained the characteristics to be considered adequate for driving improvement actions; nevertheless, these plans have not been consistently used at all levels of the organization, thus limiting their potential impact. A document that provides guidance to the Continuous Improvement Plan, Title I, and related plans is the Support Plan Protocol for Struggling Schools (2013-14). The document lays out expectations for plan preparation, data-based actions, clearly identified responsible persons, and timelines, with the goal of creating more consistency among plans and collaboration on content quality and implementation strategies.

The technology plan met the criteria to be considered adequate as a departmental plan, though there is considerable updating needed based on current needs and status of projects. Another plan that met audit expectations is the facilities master plan, which is specifically addressed in [Finding 5.2](#). Overall, the auditors observed a significant need for the projected modifications of planning processes and products to attain organizational cohesion and improve overall efficiency and effectiveness.

In February 2014, a month after the auditors' site visit, the district's new strategic planning process moved forward. Auditors learned of several preliminary input sessions involving internal and community stakeholders. The new district administrative leaders have established two transitional plans to be considered and integrated into the resulting strategic plan, which is intended to unify district, department, and school goals and priorities

for comprehensive long-term planning. These plans are identified as the Instructional Leadership Plan and the Business Leadership Plan and are intended to provide some fundamental information for the planning process. Most of the former district and school-based processes leading to the various plans currently available were more limited in participation, inconsistent in procedures, and isolated in many planned actions.

Documents currently available indicate that historically much of the district's planning has been undertaken in the context of the Continuous Improvements Plans (CIP) required for districts and schools to qualify for Title I and other grant funds. That plan requirement focuses on one year at a time. The auditors noted that the document currently titled a "strategic plan" is actually a comprehensive facilities and resource plan that addresses general program needs in the context of pursuing decisions about school closures and mergers over the past three years but is not a comprehensive system-wide strategic plan. The other plans address specific areas of district operations, such as The TUSD Information Technology Plan, the facilities master plan, and the Unitary Status Plan—also referred to as the "desegregation plan" (see [Findings 3.5 and 5.9](#)).

As noted earlier, planning previously has occurred by units in relative isolation and with only general and minimal integration among contents. An exception was the process used in determining school closures and mergers during the past three years, which relied on facilities data and resulted in the facilities Strategic Plan that provided for those decisions (see [Finding 5.2](#)). Based on existing information about the currently developing process, the auditors found this emerging process to be an improvement in inclusive participation and comprehensive coverage.

Lacking a comprehensive district strategic plan, the auditors opted to evaluate the current District Continuous Improvement Plan (CIP) using audit criteria for quality district plans. The school district had obtained permission from the Arizona Department of Education to continue the existing actions in the CIP until the completion of the new strategic planning process. According to the DOE website,

USD will conduct a comprehensive needs assessment in the following areas: Teaching and Learning, Curriculum Alignment, District Operations, and Efficiency. Once this is done, all portions of the LEA plan will be evaluated against the identified priorities and revisions will be made. TUSD central leadership will ensure implementation of revisions via the allocation of resources. Progress on the use of resources to help improve student achievement will be monitored throughout the year and evaluated at the end of the year. TUSD central leadership will ensure that a continuous improvement process is put into place.

The auditors' review resulted in their rating the district CIP as adequate in quality to provide direction for improving student achievement. The missing element was delineation of budgetary and other resources needed for plan implementation, a component absent in all the school plans as well. However, interviews suggested that the CIP was not used as the central guiding plan for decisions across departments.

The auditors found that, for the most part, the schools' Continuous Improvement Plans in the sample were congruent with the stated district priority of improving student achievement for students. The plans as a collection met the expectations for quality school plans; however, some in the sample of 10 plans lacked a few characteristics used as audit criteria to determine plan quality. The plans were inconsistent in structure, though most contained the highlights of Arizona DOE requirements. All school plans lacked clarity on the resources needed for action steps. In a few instances, the planned percentages of improvement appeared unrealistic for the one-year time frame, and evaluation methods for actions other than those linked to student assessments were absent.

Direction for Planning

The Arizona Department of Education outlines the requirements for Continuous Improvement Plans and provides the technological source (Arizona Local Education Agency Tracker system, or ALEAT) for updating and reporting plan contents and progress as new data emerge. Districts and schools are encouraged by the DOE to update their plan information monthly, though most plans appear to be updated once or twice during a year. As required for all local education agencies seeking funds from Titles I, II, III and technology support grants, the school district has prepared and updated a District Continuous Improvement Plan (DCIP) as described

above, along with the TUSD Technology Plan. Similarly, most of the schools in the sample reviewed by auditors have developed campus-based Continuous Improvement Plans; some have submitted updated plan reports on ALEAT.

The district leaders required development of the transitional Instructional and Business Leadership Teams' Plans, which will feed into the strategic planning process that began in February and result in a comprehensive plan. The Unitary Status Plan is directed and its contents identified by the federal courts, though most determination of how the plan implementation will be organized locally rests with the district (see [Finding 3.5](#)). The leadership intent reported to auditors is to also incorporate components of all existing district plans and the Unitary Status Plan in the district's new strategic plan.

Board policies address some aspects of local district planning but include no specific policy directing the planning process or requirements for planning document contents:

- *Board Policy DBC: Budget Planning, Preparation and Schedules* simply requires the superintendent to prepare an annual schedule to address required budget preparation work.
- *Board Policy IGE: Curriculum Guides and Course Outlines* requires curriculum guides and course outlines but does not require a curriculum management plan or a related program assessment plan.
- *Board Policy IGA: Curriculum Development* recognizes the need for ongoing development of curriculum and program evaluation and includes expected components of planning. However, the policy does not require a documented plan.
- *Board Policy IJJ: Text/Supplementary Materials Selection and Adoption*, per state law, requires board approval and adoption of textbooks, supplemental course books, E-books, and software for courses. The policy provides guidelines for preparation of recommendations for such adoptions but does not require a planned curriculum and resource adoption plan.
- Although Section F of the policies is titled "Facility Planning and Development," there is no requirement in those policies for a comprehensive, long-range facilities plan.

The TUSD board policies do not provide direction or specific expectations for comprehensive, long-range planning functions. General references are included, but there is a lack of clarity regarding planning processes and documented products to link ongoing work across the district to the district mission and goals and to continuously improve student learning and system operations.

The auditors also reviewed job descriptions as possible sources of direction or responsibility for planning functions and noted minimal direction in those documents:

- Superintendent—makes no mention of responsibility for oversight or direction of district planning.
- Deputy Superintendent of Operations—"Leads the Business Leadership Team to meet and support the Superintendent's goals and District's vision.... Ensures that a strategic and tactical planning process in each department is aligned to the District mission, vision, values and goals."
- Deputy Superintendent of Teaching and Learning—contains no functions of leading or monitoring planning.
- Executive Director, Innovation and School Improvement—"analyzes, evaluates and ensures that the goals and objectives of Tucson Unified School district are accomplished according to established priorities, time and funding limitations...."
- The Principal job description contains several components that either directly or implicitly indicate an expectation that they lead and/or oversee site-based planning functions.

Exhibit 1.2.1 lists the documents identified as plans and provided to the team for review.

Exhibit 1.2.1

Planning Documents Reviewed by Audit Team Tucson Unified School District January 2014

Document	Date
Tucson Unified School District Vision and Core Values	2012
Superintendent Goals	2012-13
Strategic Plan 2011-12	March 3, 2011
District Continuous Improvement Plan 2013-14	2013
School Continuous Improvement Plans 2013-14	(Various)
School Staff Development Plans & Calendars 2013-14	2013
Technology Plan 2012-15	June 12, 2012
Business Leadership Plan	December 10, 2013
Instructional Leadership Plan	December 10, 2013
Support Plan Protocol for Struggling Schools	2013-14
Communications Plan 2013-14	2013
Unitary Status Plan Review and Assessment Sub-plans: <ul style="list-style-type: none"> Plan: Leadership plan to develop African American and Latino administrators (p. 26, COOrd). Plan: Academic and Behavioral Supports Assessment and Plan (p. 27 COOrd). Plan: Advance Learning Experiences and Recruitment Plan (p. 27, COOrd). Plan: Dropout Prevention and Retention Plan (p. 33, COOrd). Plan: Effectiveness: Any benchmarks or measures of effectiveness for the Unity Status Plan and supporting documents. Plan: Intentional Equal Access Plan Plan: Intentional Student Advocacy Plan Plan: Magnet School Plan (p. 9, COOrd). Plan: Reports from any internal or external compliance monitoring source dealing with the Unitary Status Plan. Plan: Restorative School Culture and Climate Plan Plan: School Master Plan (not the PowerPoint). Plan: Staff Recruitment action Plan and related personnel plans that address race and gender imbalances on the TUSD staff. Plan: Student Assignment Plan. Plan: Task Force “comprehensive plan for significantly improving the academic performance of African American students” (p. 38, COOrd). Plan: Special Education IDEA plan Plan: ELL plan for district 	2012

The auditors were provided no district staff development plan, no curriculum management plan, no student assessment and program evaluation plan, nor other departmental plans except for the TUSD technology plan, the strategic plan and master plans for facilities, and a communications plan.

The Audit Approach to Analyzing Planning and Plans

The auditors reviewed the TUSD planning documents provided and interviewed district leaders and other personnel to understand the planning processes for the resulting plans. Three levels of analysis were used: (1) the district’s overall planning process and how it has been implemented within the organization, (2) a review of

the district plan or plans auditors selected to represent the district's primary planning document(s) at this time, and (3) the planning process for departmental and/or schools' continuous improvement.

Using audit criteria, the following exhibit summarizes the auditors' analysis of the TUSD planning processes in the two recently developed plans and in the strategic planning process launched in February 2014. For the planning quality to be considered adequate, six of the eight characteristics must be rated as adequate. Any characteristics indicated as partially adequate are considered inadequate for the purpose of this analysis, but auditors provide that information to assist in clarification.

Exhibit 1.2.2

Characteristics of Quality Planning Criteria— Design, Deployment, and Delivery Tucson Unified School District January 2014

There is evidence that...	Auditors' Rating	
	Adequate	Inadequate
1. Policy Expectations: The governing board has placed into policy the expectation that the superintendent and staff collectively discuss the future and that this thinking should take some tangible form without prescribing a particular template, allowing for flexibility as needed.		X
2. Vision/Direction: Leadership has implicit or explicit vision of the general direction in which the organization is going for improvement purposes. That vision emerges from having considered future changes in the organizational context.	X	
3. Data-driven: Data influence the planning and system directions/initiatives.	X	
4. Budget Timing: Budget planning for change is done in concert with other planning, with goals and actions from those plans driving the budget planning.		X
5. Day-to-Day Decisions: Leadership makes day-to-day decisions regarding the implicit or explicit direction of the system and facilitates movement toward the planned direction.	X	
6. Emergent/Fluid Planning: Leadership is able to adjust discrepancies between current status and desired status, facilitates movement toward the desired status, and is fluid in planning efforts (emergent in nature).	X	
7. Deliberate Articulated actions: Staff are involved in a purposeful way through such efforts as school/unit improvement planning, professional development councils, and district task forces that are congruent with the articulated direction of the system or system initiatives.	X	
8. Aligned Professional Development: Professional development endeavors are aligned to system planning goals and initiatives.	X	
Total	6	2
Percentage of Adequacy	75%	

After combining information about the current strategic planning process and the process of developing the transitional leadership plans, auditors evaluated the district's planning efforts. The planning process as recently used and currently in place gave evidence of six of the eight characteristics (75 percent) and is considered adequate in quality. The following comments are intended to clarify the auditors' analysis summarized in Exhibit 1.2.2.

Policy Expectations: The primary weakness in policies is that there is no local clarification of the process intended or what plans are to be undertaken within the school system. In spite of the policy weakness, the current

district leadership teams have developed a planning process that informed the development of transitional plans and the current strategic planning procedures.

Vision/Direction: The TUSD leaders have clarified a vision for the general direction of the district improvement purposes and have considered a variety of anticipated changes in establishing the vision and the continuous improvement intent. As the process unfolds, there is clear intent of integrating future plans and creating cohesive goals and actions to support the vision and focus direction for the system and its components.

Data-driven: As the new planning process unfolds, auditors learned that a variety of data are either being used or are clearly expected to be used to inform the decisions. Examples identified were student performance data, human resource information on recruitment and hiring, school enrollment and related facilities data, technology inventory and needs assessment information, and financial and budgetary informational updates.

Budget Timing: Budget planning has not always been conducted in the context of other plan development. Auditors could not identify any clear and specific plans for coordinating the planning work with budget planning; however, this characteristic may be met as the initial steps in the planning process progress.

Day-to-Day Decisions: Auditors identified a current focus on leadership's use of the transitional Business Leadership and Instructional Leadership Teams' plans in ongoing decisions. The Superintendent's Goals, the BLT Plan, and the ILT Plan are already serving to focus discussions in meetings and setting the practices that will follow the new strategic plan implementation. The expressed and publicized intent is that the eventual strategic plan will drive daily and annual decisions and "focus all work across the school district."

Emergent/Fluid Planning: The efforts of the new leadership team are already addressing the need to merge current plans with future plans and identify ways to track data as well as plan progress so that the resulting strategic plan becomes "a living, breathing, and active document." The expectation of periodic progress reports has also been announced.

Deliberate Articulated actions: Based on the written and orally stated information provided to auditors, the intent of the emerging planning process is to promote more focused and intentional actions at all levels of the district, from schools to the district administration. Establishing groups for ongoing review and input to plan modifications has been mentioned by the leadership as the new strategic planning model emerges.

Aligned Professional Development: The ILT plan, Section II: Planning and Student Performance specifically includes three initiatives for professional development to support the plan's work. The BLT, Section II: Personnel Focus, Initiative 9 includes specific and aligned professional development to enhance the strength of implementation. The district's CIP emphasizes training of principals and school teams in data use, along with the leadership academy and other staff development offerings.

Comments about planning that were offered in interviews included the following:

- "This new planning process will be much more inclusive than most planning of the past has been." (District Administrator)
- "It sounds as if the leaders really want all of our input on the new district plan." (Parent)
- "Integrating elements of many plans requires our understanding them during the planning process." (Building Administrator)
- "We've never lacked for vision, we lacked for the follow-through on the vision." (Teacher)
- "From the small details to the big vision, we are going in the right direction." (District Administrator)

TUSD Continuous Improvement Plan

The auditors reviewed the District Continuous Improvement Plan (2013-14) as the current comprehensive central plan since the document labeled "strategic plan" focused on facility planning. Auditors were told that the plan reflects the district's intended "continuing actions" and that the Department of Education approved this as an interim plan until the new strategic planning process is completed. The leadership teams' plan documents also reflect several congruent content areas and are referred to in the following analysis to identify

more specifically the plan contents beyond the compliance CIP document. With the absence of an adopted strategic plan, the CIP has only data and observations to guide its contents, which has led several district and school leaders to ignore it as “an isolated plan that is compliance only.”

The following exhibit summarizes the auditors’ analysis of the CIP and is followed by explanatory comments, with some of those comments referring to the leadership team plans that focus on some of the CIP strategies. To receive an overall adequate rating on characteristics of the district plan, six of the seven traits must receive an adequate rating. Partially present characteristics are noted, through an inadequate rating given for these characteristics.

Exhibit 1.2.3
Characteristics of District-wide Plan Quality
for Design, Deployment, and Delivery
Tucson Unified School District
January 2014

Characteristics	Auditors' Rating	
	Adequate	Inadequate
1. Reasonable and Clear: The plan is reasonable; it has a feasible number of goals and objectives for the resources (financial, time, people) available. Moreover, the goals and objectives are clear and measurable.	Partial	
2. Emergent/Fluid: The plan allows for emergent thinking, trends, and changes that impact the system both internally and externally.	X	
3. Change Strategies: The plan incorporates and focuses on those action strategies/interventions that are built around effective change strategies (e.g., capacity building of appropriate staff).	X	
4. Deployment Strategies: The plan clearly delineates strategies to be used to support deploying the steps and tasks outlined in the plan (e.g., orientation to the change, staff development on the proficiencies needed to bring about the change, communication regarding planned change).	X	
5. Integration of Goals and actions: All goals and actions in the plan are interrelated and congruent with one another.	X	
6. Evaluation Plan and Implementation: There is a written plan to evaluate whether the objectives of the plan have been met (not to evaluate whether or not the activities have taken place). Evaluation components of plans are actions to be implemented; plans are evaluated for their effects or results, and they are then modified as needed. There is both frequent formative evaluation and annual summative evaluation, so that plans are revised as needed.	X	
7. Monitoring: Systems are in place and are being implemented for assessing the status of activities, analyzing the results, and reporting the outcomes that take place as the plan is designed and implemented.	X	
Total	6	1
Percentage of Adequacy	86%	
Partial ratings are counted as inadequate.		

Because the auditors observed six of the seven (86 percent) characteristics to be adequately addressed in the TUSD Continuous Improvement Plan, they found the district’s CIP to be adequate for driving improvement efforts in the school system. The audit team’s following comments are intended to help clarify the ratings in Exhibit 1.2.3.

Reasonable and Clear: The goals identified in the state-directed Continuous Improvement Plan documents are simply worded as topics, or areas of organizational function: (1) Continuous Improvement; (2) LEA (Local Education Agency) Leadership; (3) Curriculum and Instructional Systems; (4) Supplemental Supports and

Interventions; (5) Data, Assessment, and Evaluation; and (6) Stakeholder Relations. Although these appear as “goals” and are broad and general as to what is intended, the strategies and action steps determined by the district are clear and, for the most part, measurable. However, no budgetary information is included to plan for resource support of the specific efforts.

Emergent/Fluid: The Arizona Local Education Agency Tracker system (ALEAT) used for reporting and tracking the CIP implementation provides a framework for including and reporting emerging information and allows for modifications as needed in response to that information. Ongoing use of information such as formative assessments, surveys, and other feedback provides open opportunities for modifications as needs are recognized. Additionally, specific expectations of the use of data to identify emerging needs for such modifications as interventions and staff mentoring are included in the CIP. While the characteristic is present, using the fluidity has not been consistently present.

Change Strategies: The plan includes such efforts as specific staff development related to action steps (e.g., The Leader in Me reform model training and support). Specific interventions responding to data-identified needs are also included in the plan.

Deployment Strategies: The plan clearly communicates how the actions are to be undertaken, including the persons responsible for leadership in the action steps. Professional development is included in the transitional plans and the district CIP and is expected to be identified in the future strategic planning document.

Integration of Goals and actions: The goals, strategies, and action steps are clearly integrated and are congruent with each other. Since the goals are simply the topical areas of continuous improvement required by the state, the strategies and actions link with each other tightly as well as with the required goals/areas. Auditors also note linkage with the district’s technology plan, the Business Leadership Team Plan, and the Instructional Leadership Team Plan.

Evaluation Plan and Implementation: The plan includes references to specific assessment and data sources, as well as to various staff meetings for ongoing progress review. The Department of Education’s urging that ALEAT be used to record monthly updates provides a convenient resource for entering formative as well as summative information for making modifications driven by those data. The CIP also referred to three questions that led leaders in choosing the current CIP document and in developing the transitional leadership teams’ plans to guide work until the strategic plan is completed: “1) What worked last year? 2) What needs to be improved? 3) What did not make the previous two lists and possibly needed to be abandoned?” Data sources used were student achievement data, grades assigned to TUSD schools, and some survey data.

Monitoring: As indicated in the previous paragraph, the plan addresses a variety of sources for progress review, and the Arizona DOE system provides the technological system for ongoing modifications. Auditors were told that the Director of Title I and the Director of School Improvement are the key monitors of this plan.

Auditors heard several comments related to the district’s Continuous Improvement Plan or the lack of a district-wide strategic plan:

- “We have...the new ILT and BLT plans that are a driving force for the Strategic Plan and are aligned with USP.” (District Administrator)
- “We need a five-year comprehensive plan.” (District Administrator)
- “The CIP is a state requirement—not aligned to anything and has been a compliance document.” (District Administrator)
- (Regarding the Continuous Improvement Plan) “To be honest, I don’t know if we have one. We are not using it. It is more of compliance.” (District Administrator)
- “We have to have a strategic plan to provide guidance on those things we don’t agree on—Are we following the will of the community and going in a common direction.” (District Administrator)
- “Our greatest challenge has been that we don’t have a consistent and comprehensive district plan to focus our work.” (Building Administrator)

Quality of School Plans

The third level of analysis considers the planning documents for various departments and those from school sites. The audit team had access to Continuous Improvement Plans (a total of over 95 documents) for all schools except the following: Sabino and Sahuaro High Schools, Collier and Gale Elementary Schools.

The review for quality of school and departmental plans included a random sampling of 10 school plans and the TUSD Information Technology Plan as a representative of departmental planning, even though it is a plan required for ongoing Title and other grant funding. The auditors assigned random numbers to the school plans provided by the district and selected a 10 percent sample of the plans for analysis in the audit. The schools for which plans were selected for review and analyzed as a sampling were:

- Elementary schools: Carrillo, Erickson, Kellond, Marshall, and Warren;
- K-8 magnet schools: Safford Magnet;
- Middle schools: Magee and Secrist; and
- High schools: Rincon and Tucson Magnet.

During this plan analysis, if the review of the sample plans produced an adequate combined rating on six of the seven characteristics, the plan quality was considered adequate. As in earlier exhibits, when a characteristic was deemed partially adequate, that was noted, but the overall rating for that characteristic was considered inadequate. To provide a summary of auditors' observations in analysis of the school plans, the following exhibit reports the number of adequate and inadequate ratings for the total sample of 10 plans and then the overall percentage of adequacy.

Exhibit 1.2.4
Characteristics of School Improvement Plan Quality
for Design, Deployment, and Delivery
Tucson Unified School District
January 2014

Characteristics	Auditors' Rating	
	Adequate	Inadequate
1. Congruence and Connectivity: Goals and actions are derived from, explicitly linked to, and congruent with the district plan's goals, objectives, and priorities.	10	0
2. Reasonable and Clear: The plan is reasonable; it has a feasible number of goals and objectives for the resources available (finances, time, people). The goals and objectives of the plan are clear and measurable.	0	10
3. Emergent/Fluid: The plan allows for emergent thinking, trends, and changes that impact the system both internally and externally.	10	0
4. Change Strategies: The plan incorporates and focuses on those action strategies/interventions that are built around effective change strategies (e.g., capacity building of appropriate staff).	10	0
5. Deployment Strategies: The plan clearly delineates strategies to be used to support deploying the steps and tasks outlined in the plan (e.g., orientation to the change, staff development on the proficiencies needed to bring about the change, communication regarding planned change).	8	2
6. Integration of Goals and actions: All goals and actions in the plan are interrelated and congruent with one another.	10	0

Exhibit 1.2.4 (continued) Characteristics of School Improvement Plan Quality for Design, Deployment, and Delivery Tucson Unified School District January 2014			
Characteristics	Auditors' Rating		
	Adequate	Inadequate	
7. Evaluation Plan and Implementation: There is a written plan to evaluate whether the objectives of the plan have been met (not to evaluate whether or not the activities have taken place). Evaluation components of plans are actions to be implemented; plans are evaluated for their effects or results and modified as needed. There is both frequent formative evaluation and summative evaluation, so that plans are revised as needed.	8	2	
8. Monitoring: Systems are in place and are being implemented for assessing the status of activities, analyzing the results, and reporting outcomes that take place as the plan is designed and implemented.	10	0	
Total Ratings in Category		66	14
Percentage of Adequacy		83%	

The summary of allocated ratings in Exhibit 1.2.4 shows that 83 percent of the characteristics were rated as adequate, indicating that the overall quality of the school plans in the sample of 10 schools as adequate for design, deployment, and delivery.

Congruence and Connectivity: As directed by the Arizona Department of Education, all plans were driven by one goal, Improve Student Achievement. That goal and the strategies and action steps were found to be congruent with district plan goals and documented priorities.

Reasonable and Clear: In general, the plans were found to be reasonable and clear, but the component preventing a rating of adequate was the absence of any budgetary information in the plans. A few mentioned adding staff, contracting with external sources, or other steps that would require human and financial resources, but these were not clearly stated and included in any of the plans. Two plans contained anticipated improvement percentages that were questionable in their being reasonable for a single year accomplishment.

Emergent/Fluid: The plans varied in how the information related to emerging needs was to be gathered and by whom it might be used, but the overall rating was adequate since it was clear that the intent is to address emerging needs and trends and the relevant information from within the system as well as externally. The use of ALEAT provides the point of data reporting and revision reporting.

Change Strategies: All plans in the sample clearly incorporated change strategies responding to the needs assessment reflected in the data. The strategies varied from professional development to specific resources for interventions to changes in delivery of educational services.

Deployment Strategies: The two plans that were considered too weak in clarity regarding implementation of indicated strategies did not provide sufficient detail for some action steps. In the process of reviewing the 10 sample plans, the auditors noted a wide range in the number of action steps chosen for 2013-14 by the schools. The number of action items per plan ranged from seven to 27, with the greater numbers of action steps emerging from secondary school plans. Nevertheless, most plans were clear as to deployment strategies.

Integration of Goals and actions: All plans adequately provided clear relationships among the strategies and action steps, and internal congruence was evident in all documents.

Evaluation Plan and Implementation: The plans receiving inadequate ratings provided insufficient attention to formative and varied ongoing evaluation to support timely implementation. They also did not provide adequate information on how results would be assessed after professional development and identified only attendance/sign-in sheets as measurement.

Monitoring: All schools in the sample provided a variety of monitoring approaches that ranged from specific staff assigned to action steps, to Professional Learning Communities for monitoring, to grade-level or content-area teams taking the lead in monitoring.

During the many interviews, auditors heard several comments related to school plans. Among them were:

- “Improvement plans are compliance at this point.” (District Administrator)
- “Our school plans don’t seem to mean much.” (Building Administrator)
- “If something is a compliance plan, people assume it doesn’t really matter after it is submitted.” (Building Administrator)
- “We’re good in writing plans but weak in implementing them.” (Building Administrator)

The TUSD Technology Plan

The auditors reviewed the district’s technology plan as representative of a departmental plan at the district level. Since most of the information related to specific actions for 2013-14 and 2014-15 was not contained in the document provided, the auditors evaluated the plan in the context of the dates identified for which the information was complete (2012-13).

For the plan quality to be considered adequate, six of the eight characteristics must be rated as adequate. Any characteristics indicated as partially adequate are considered inadequate for the purpose of this analysis, but auditors provide that information to assist in clarification.

Exhibit 1.2.5

Characteristics of Department Plan Quality for Design, Deployment, and Delivery: TUSD Technology Plan Tucson Unified School District January 2014

Characteristics	Auditors’ Rating	
	Adequate	Inadequate
1. Congruence and Connectivity: Goals and actions are derived from, explicitly linked to, and congruent with the district plan’s goals, objectives, and priorities.	X	
2. Reasonable and Clear: The plan is reasonable; it has a feasible number of goals and objectives for the resources available (finances, time, people). The goals and objectives of the plan are clear and measurable.	X	
3. Emergent/Fluid: The plan allows for emergent thinking, trends, and changes that impact the system both internally and externally.	X	
4. Change Strategies: The plan incorporates and focuses on those action strategies/interventions that are built around effective change strategies (e.g., capacity building of appropriate staff).	X	
5. Deployment Strategies: The plan clearly delineates strategies to be used to support deploying the steps and tasks outlined in the plan (e.g., orientation to the change, staff development on the proficiencies needed to bring about the change, communication regarding planned change).	X	
6. Integration of Goals and actions: All goals and actions in the plan are interrelated and congruent with one another.	X	

Exhibit 1.2.5 (continued) Characteristics of Department Plan Quality for Design, Deployment, and Delivery: TUSD Technology Plan Tucson Unified School District January 2014			
Characteristics	Auditors' Rating		
	Adequate	Inadequate	
7. Evaluation Plan and Implementation: There is a written plan to evaluate whether the objectives of the plan have been met (not to evaluate whether or not the activities have taken place). Evaluation components of plans are actions to be implemented; plans are evaluated for their effects or results and modified as needed. There is both frequent formative evaluation and summative evaluation, so that plans are revised as needed.	X		
8. Monitoring: Systems are in place and are being implemented for assessing the status of activities, analyzing the results, and reporting outcomes that take place as the plan is designed and implemented.	Partial		
Total	7	1	
Percentage of Adequacy	87.5%		
Partial ratings are counted as inadequate.			

The audit team found that 87.5 percent of the characteristics expected of a quality departmental plan are present in the TUSD Technology Plan. The following comments explain the ratings assigned by the auditors to the plan:

Congruence and Connectivity: The goals, strategies, and actions within the plan are linked to (and occasionally refer specifically to) the district priorities, the superintendent's goals, and expectations in the district's Continuous Improvement Plan. Even the information contained for various operational functions shows the relevance to such priorities as student achievement and curriculum management.

Reasonable and Clear: The plan is reasonable and clear. Although not all the budget information was available at the time the plan was drafted, the existing funds and anticipated new funds are referenced where needed for planning purposes. The options for contracted services and cost analysis and research are also clearly explained. Where flexibility of timing is anticipated, these needs are also identified.

Emergent/Fluid: Several clear references to information gathering that is expected to impact decisions within the plan implementation reflect an intent to allow emerging data and other information to influence the implementation. These references include a variety of sources such as staff and administrators, internal technology staff, and external technological expertise to contribute to each action step and its modification as needed during plan implementation.

Change Strategies: In addition to the previous comments about information gathering, the plan clearly acknowledges and prioritizes a wide range of training and capacity building for the system's many staff members, from office staff to classroom teachers and district management.

Deployment Strategies: Strategies and action steps are outlined clearly, staff development for enhancement of various proficiencies is expected, and the commitment to ongoing communication about the plan and the actions therein is addressed in several ways.

Integration of Goals and actions: The document's clear organization and explanation of the goals, actions, and related information result in a comprehensive picture of integrated work that considers the entire school system. Efforts in areas from instructional technology to heating systems and from copiers to student information systems represent a fully integrated approach to the plan.

Evaluation Plan and Implementation: The document focuses on accomplishment of the intended actions and identifies intended results; however, the means of evaluating progress or final results is not fully clear in the document.

Monitoring: In addition to the regular meetings with identified stakeholder groups for updating, the plan also includes information on how the progress will be managed and by whom.

Among the interview comments related to departmental planning or plans, auditors heard the following:

- “We were a jumble of independent contractors (in recent years).” (District Administrator)
- “We’re happy that even the business end is becoming more involved in and knowledgeable about curriculum...ILT and BLT weekly meetings will really help.” (Building Administrator)
- “Historically, the facility master plan was the only master plan in our district. We are making it part of the strategic plan for the district as a whole, using five things for input as we go along...Facility, program, finance, diversity, etc.” (District Administrator)

Summary

The auditors reviewed over 100 documents related to planning in the Tucson Unified School District. They interviewed board members, district and school administrators, classroom teachers, and other staff about the planning processes and documents. They observed no clearly identified direction from the school board regarding expectations for planning processes and documents, which would ideally incorporate state expectations and extend beyond those to localized intentions. The team determined that the typical planning process leans heavily on the state requirements for LEA Continuous Improvement Plans and LEA technology plans; the improvement plans focus on one year at a time, thus minimizing the long-range views and goals that also need attention. However, the recently launched comprehensive strategic planning process and related information indicate that the current and future process incorporates the characteristics of quality planning.

The district currently lacks several anticipated planning documents: for example, curriculum management, staff development, and student assessment and program evaluation plans. Following their analysis, the audit team determined that based on audit expectations of characteristics within the district plan, the TUSD Continuous Improvement Plan is adequate to drive the intended ongoing efforts to improve student achievement. Of the seven characteristics expected, the auditors found six to be adequately present in the plan document. The lack of clear human resource needs and the absence of identification of budget or financial needs for the plan prevented an adequacy rating on the “Reasonable and Clear” characteristic. However, auditors acknowledge that the Business Leadership Plan, the Instructional Leadership Plan, and the Technology Plan are likely to enhance integrated support behind the CIP actions. Similarly, the court-ordered Unitary Status Plan is intended to feed into the new district-wide strategic plan.

Overall, the schools’ Continuous Improvement Plans represented in the sample were rated adequate for mapping improvements in the one goal area directed by the state, Student Achievement. However, the quality would have been strengthened substantially with more supportive details in some plans and the inclusion of human and financial resource needs or allocations in all plans. The Support Plan Protocol for Struggling Schools provides a foundation for ongoing improvement of plans and their implementation.

The TUSD Technology Plan, reviewed as representative of a departmental plan, was also determined to be of adequate quality to drive the work of improving technological functions within the district.

As one administrator commented during interviews, “The planning problems are less with our plans and more with us and what we do or don’t do with them.”

Additional review and feedback related to specific plans are found in other sections of the audit report: See also [Findings 2.1 \(Curriculum/Instruction\)](#), [3.4 \(Professional Development\)](#), [3.5 \(Equity and the USP\)](#), [4.1 \(Assessment and Program Evaluation\)](#), [5.1 \(Budget\)](#), and [5.2 \(Facilities and Operations\)](#).

Finding 1.3: The current Tucson Unified School District Administrative Organizational Chart does not meet audit criteria for sound organizational design and includes redundant and conflicting lines of authority. The organizational structure lacks crucial components, functions, and positions for effective organizational quality control.

Clarity of administrative role relationships is important to an organization in the productive grouping and management of its tasks and functions. A functional and accurate delineation of administrative relationships is generally depicted in graphic form and called an “Organizational Chart” or “Table of Organization.” An organizational chart graphically depicts the line of authority and responsibilities from the Board of Education and Superintendent to site principals and classroom teachers for producing student learning.

Curriculum audit criteria require well-defined delineations of lines of responsibility and authorized authority, which is critical in guiding the design and delivery of a standard, functional curriculum and program of studies in the district. To serve as an effective guide in curriculum development, a school district’s policy framework must be specific so decisions can be made by referencing relevant policies.

In order to analyze the adequacy of the Tucson Unified School District organizational chart, auditors requested, for review and analysis, copies of appropriate board policies, the Tucson Unified School District Organization Chart, district-provided job descriptions, and other documents communicating information about roles and areas of responsibility.

Several relevant documents were examined, including the following:

- 2013-2014 District Administrative Organizational Chart
- 2013-2014 Office of Student Equity and Intervention Organizational Chart
- Instructional Leadership Team Plan (illustrative schematic)
- Governing Board Policies and Regulations
 - *Policy GBEB-R: Regulation for Staff Conduct*

Auditors also interviewed all governing board members, all key members of the district and school administrative staff, and other individuals (support staff, teachers, parents, and community patrons) regarding the functions included in the organizational chart and job descriptions.

The auditors examined board policies relative to the administrative organizational chart, seeking to find the following topics among board policies or regulations:

- A policy requiring job descriptions that include accountability for the design and delivery of an aligned curriculum.
- Policy or regulation that requires professional appraisal processes that address specific accountability functions in job descriptions of all staff and relate to improvement of student achievement.
- Policy calling for an organizational chart that is annually reviewed and approved by the superintendent and presented to the board for its review.
- Policy specifications for decision-making bodies (e.g. cabinet, task forces, committees) regarding composition and decision-making responsibilities to ensure consistency, non-duplication of tasks, and measured results requirements.

The auditors were not presented with any Board policies or regulations addressing the above criteria (See Finding 1.1). However, one policy, *Policy GBEB-R, Regulation for Staff Conduct*, did require employees to adhere to job descriptions for their position. The auditors also examined job descriptions, which revealed that most position descriptions do not contain adequate information about the organizational chain of command (See Finding 1.4).

The TUSD 2013-2014 Organizational Chart, examined by the auditors, was revised by the superintendent on August 27, 2013, and the Office of Student Equity and Intervention 2013-2014 Organizational Chart was created on November 20, 2013. The auditors found that the organizational charts did not meet audit criteria for sound organizational management, included conflicting lines of authority, and were missing key functions in curriculum management quality control, as delineated in the narrative that follows.

The auditors reviewed the district's organization chart(s) and other documents and used the Curriculum Audit™ design principles to examine the organizational structure depicted in Exhibit 1.3.1a on the following page.

Also presented on the page following the next is a subsidiary organizational structure chart for the Department of Equity and Interventions, which is an expanded version of the unit shown in smaller scale on the chart displayed in Exhibit 1.3.1a. The subsidiary chart in Exhibit 1.3.1b is provided to illustrate the administrative structure in greater detail.

Findings with respect to the Tucson Unified School District Organizational Chart are directed toward the primary official district chart exhibited in Exhibit 1.3.1a.

Exhibit 1.3.1a

**2013-14 TUSD Organizational Chart
Tucson Unified School District
January 2014**

Exhibit 1.3.1b

**2013-14 TUSD Organizational Chart
Tucson Unified School District
January 2014**



The Principles of Sound Organizational Management used in the auditors' analysis are presented in [Exhibit 1.3.2](#) below. The audit expectation is that all design principles listed will be met.

Exhibit 1.3.2

Curriculum Audit™ Principles of Sound Organizational Management

1. Span of Control	The span of control for effective day-to-day supervision requires direct responsibility for no more than 12 employees.
2. Chain of Command	No employee should have more than one supervisor to avoid being placed in a compromised decision-making situation.
3. Logical Grouping of Functions	Tasks of similar nature need to be grouped together. This keeps supervisory needs to a minimum (ensuring economy of scale).
4. Separation of Line and Staff	Line positions (principals and teachers) and staff positions (secretaries, custodians, etc.) need to be separate from curriculum design and program assessment functions. The administrators carrying out the primary mission of the district are not to be confused with those supporting it. Line administrators only report to line administrators.
5. Scalar Relationships	All positions shown at the same level need to have similar responsibilities, authority, and compensation.
6. Full Inclusion	All central functions that facilitate quality control need to be included in the organizational structure. All persons working within the district carrying out its essential line and staff functions should be depicted on the organizational chart.

The following exhibit ([Exhibit 1.3.3](#)) is the auditors' assessment of the district's current organizational chart based on the criteria presented in [Exhibit 1.3.2](#).

Exhibit 1.3.3

Auditor's Ratings of Organizational Chart Criteria Compliance Tucson Unified School District January 2014

Criterion	Definition	Auditors' Rating
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The Tucson Unified School District organizational charts achieved only one of six criteria for an adequacy score of 17 percent, which fails to meet curriculum auditing criteria, well below the minimum standard of 70 percent. Thus, the auditors found the TUSD organizational chart inadequate. To give details for the ratings in the above exhibit, the following narrative is provided from the auditors' review of the organizational chart data presented compared to the Curriculum Audit™ criteria:

1. Span of Control

This criterion was partially met. The Assistant Superintendent for Elementary and K-8 Leadership, along with three directors, is depicted supervising 49 elementary principals, 13 K-8 school principals, and an undesignated number of positions in preschool programs, for a total of greater than 62 administrators, hindering an appropriate span of control. Another instance of excessive supervisory responsibilities resides in the position of the Assistant Superintendent for Curriculum and Instruction, given that 11 departments with an unspecified number of administrative personnel are directly supervised by that position. Despite these two anomalies, most administrative spans of control appear to be within boundaries of propriety.

2. Chain of Command

This criterion was not met. This principle is controverted by the graphic depiction of organizational relationships. The chain of command is compromised with conflicting lines of authority at the implementation level. The Student Equity and Intervention Department functions under an Executive Director, who reports to the Superintendent, but positions in that division are often redundant and duplicative of positions in the core organizational chain of command. Services to students within schools appear to operate independently of the school principal's duties and supervisory responsibilities. External supervision (outside the school building) by district personnel destabilizes unity of command within a school unit.

Also, auditors learned that one or more previous superintendents moved to decentralize central, unifying functions and controls across the system, creating a fragmented organization that experiences complications in providing congruent, equitable, and uniform programs and services for students in all schools. Some teachers and principals were in agreement that cohesiveness within TUSD is somewhat scattered and incongruous.

The auditors found numerous instances where departments and functions operate and are managed separately and apart from a conventional configuration in which all positions serving school operations are in the chain of command down to the classroom in the school building. Auditors found that some disparate functions and positions are funded with external funds, which by definition are set apart from the normal district maintenance and operation fund—usually provided through federal sources.

School personnel report that such conflicting lines of authority are inconsistent and problematical. A few of the comments made to auditors that typify vexation with the disparate nature of decentralization and lack of consistency included the following:

- “Consistency [within] the district is lacking from site to site.” (Teacher)
- “There are various managers whose functions are all reported in no cohesive way.” (District Administrator)
- “[There are] too many redundant processes and issues where departments at the central-level are giving information that is inconsistent.” (Principal)
- “I’d like to see the unitary status plan integrated into all curricula and all programs.” (Community Member)
- “The Learning Support Coordinators are hired with the Student Equity department budget, but we are assigned responsibility to evaluate them.” (Principal)
- “What are the Learning Support Coordinators supposed to do? I wish I knew.” (Principal)
- “We have duplication of efforts and struggle with efficiency.” (District Administrator)

- “Too many people/departments [are] involved in everything. Too many things get held up because they bounce from one department to the next, e.g., HR, finance, payroll, position control back to HR.” (Principal)
- “The board discusses the lack of consistency across the district in curriculum, but honestly the board tends to micromanage a little bit so changes do not occur.” (Board Member)
- “A big issue in this district is where decisions get made....are decisions made at district or at site? We have three different elementary [math] adoptions. We have 30 percent mobility and all these different math programs and adoptions do not make sense. We don’t want to jump to multiple curricula.” (Board Member)
- “The district is very fragmented. Everyone is working under someone’s vision.” (Teacher)
- “[There are] too many redundant processes and issues where departments at the central-level are giving information that is inconsistent.” (Principal)
- “All areas (are) approaching [the] same issue [intervention, etc.], but not talking to each other.” (District Administrator)
- “[We have] a lack of systematic practices, no process for quickly addressing lower-level ‘common sense’ issues, duplicated processes, i.e., multiple reporting mechanisms to various departments for addressing same issue.” (Principal)

The auditors conducted a survey of teachers to ascertain their perspectives on organizational effectiveness. The comprehensive results of the survey are found elsewhere in this report, but in responding to the question, “What can be improved in TUSD?” teachers identified a major problem in TUSD with leadership. Seventy (70) teachers provided a response to that question, and 27 of them, or 38.5 percent, responded that leadership needs to be improved—at both the building level and the central office level.

The auditors found that much of the separateness and disruption of organizational harmony and congruity results from externally funded programs and services being treated as outside the conventional chain of command, creating conflicting and dissimilar services in the system’s many school units. The result of such division of authority undermines the feasibility of leadership accountability at the school system and at the building level. District unity and congruity of authority start with unifying policies and regulations from the board and superintendent.

The auditors also examined the number of administrative staff in comparison with the number of teaching staff to determine how the Tucson Unified School District compared with other large school systems in the United States. The auditors found that the number of administrative staff in Full Time Equivalency (FTE) compared to the total number of personnel (FTE) in TUSD was below the national average. The comparisons of TUSD to other large systems are shown below in Exhibit 1.3.4:

Exhibit 1.3.4
Comparisons of Teaching and Administrative Staff Percentages
with Nine Large U.S. School Districts
Tucson Unified School District
January 2014

District	State	Total FTE	Teaching % of FTE	Admin* % of FTE
Albuquerque Public Schools	NM	13,304	49.2	5.0
Austin Independent School District	TX	11,323	52.0	4.9
Denver County School District 1	CO	9,226	47.2	4.3
Jefferson County School District R-1	CO	10,778	46.0	3.8
Milwaukee School District	WI	10,861	47.5	3.7
Averages		11,098	48.4%	4.3%

Exhibit 1.3.4 (continued) Comparisons of Teaching and Administrative Staff Percentages with Nine Large U.S. School Districts Tucson Unified School District January 2014				
District	State	Total FTE	Teaching % of FTE	Admin* % of FTE
Lee County School District	FL	9,469	53.2	3.2
Tucson Unified School District 1	AZ	6,141	42.1	2.5
Mesa Unified School District	AZ	7,600	49.4	2.0
Long Beach Unified School District	CA	8,466	47.4	1.9
Fresno Unified School District	CA	7,320	53.6	1.9
*The administrative FTE data include both District and School-Based administration. Note: FTE is not a head count of employees. In NCES data, it is “the amount of time required to perform an assignment stated as a proportion of a full-time position.” FTE can be, for example, two half-time positions counted as 1 FTE. Source: National Center for Educational Statistics (http://nces.ed.gov)				

In the exhibit above, the Tucson Unified School District administrative staff percentage of total FTE is 2.5 percent, or approximately one administrator per 40 full time personnel. The auditors found that in comparison with other districts, the district administrator to employee ratio is moderately low.

Another difficulty with the organizational chart is that the chart doesn’t properly separate a position from a function or set of responsibilities. For example, administrative positions (directors, principals, etc.) are depicted on the organizational chart in some instances, but functions are treated like positions in other instances (School Improvement, Student Equity, Marketing, Interscholastic activities, etc.). Moreover, the chain of command does not extend beyond principals. Assistant principals, teachers, and counselors are omitted. One position, the General Counsel, is jointly supervised by the governing board and the superintendent. Generally, such positions are not supervised by a group that is vested with authority only when it meets in official session as a governing body. In any case, shared supervision violates the principle of unity of command. Similar concerns accrue to the Director of Staff Services, depicted as supervised by the board, despite the board’s lack of legal authority to supervise outside of officially convened public meetings.

In the chart, dotted lines found in the Teaching and Learning Division appear to present shared or duplicative supervision, which is also a violation of the principles of unity of command.

3. Logical Grouping of Functions

This criterion was not met. Most functions are grouped logically on the organizational chart, but there are some confusing collections of functions under some administrative positions. For example, Alternative Education as a function stands alone on the chart, connected by a dotted line to an assistant superintendent, but it logically needs to be with other direct school line relationships if the function includes provision of instruction to learners.

It is also unclear what some functions entail, such as the function noted on the chart as “energy conservation,” which sounds like an activity, not an administrative position. Other functions are difficult to ascribe to positions due to their nebulous nomenclature, including Bonds, Language Acquisition, Benefits, and Media. Functions such as these—and there are many of them on the chart—are not clear enough to ascribe to a position, nor is a position indicated as responsible for supervision of the obscure and unknown positions within the functions.

The auditors found questionable the practice of assigning positions external to schools for helping teachers fast track their professional development and enhance student achievement, as shown in the following exhibit.

Exhibit 1.3.5

**Goals of the Induction/Mentoring Program
Tucson Unified School District
January 2014**

The TUSD Induction/Mentoring Program is designed to inspire, support and challenge participants to:

- accelerate their professional growth
- increase student learning and achievement

The auditors found that the system has approximately 33 positions identified as “Teacher Mentors” to help new teachers. The mentors are assigned district-wide in a decentralized pattern. The auditors used a survey of teachers to determine if the teacher mentor program was a popular resource for new teachers, who needed assistance with their classroom responsibilities.

The auditors’ survey included 238 new teachers (who had taught in TUSD three years or less) who were asked whom they might turn to if they needed help with their classroom responsibilities. The auditors found that a large majority, 67.5 percent, stated they would go to another teacher, and 14 percent said they would go to their principal. Only 9.5 percent said they would turn to a specialist (teacher mentor or instructional coach). The auditors also found that the teacher mentors’ work day was described as “conferring with teachers”; however, such conferences were found to be hindered because conferences normally would have to occur only when the teacher was free.

The auditors’ survey also included a total of 1,193 teachers, who responded to the same question. Of the 1,193 teachers, 715, or 60 percent, said they would go to another teacher; 143 teachers, or 12 percent, said they would go to their principal; and 76 teachers, or 6.3 percent, stated that they would go to a curriculum specialist. A total of 178 teachers chose “other” to the same question, with a chance to identify their resource for help. Of the 178 teachers, only 23 (or 13 percent) said they would go to a teacher mentor, while 21 (or 12 percent) said they would go to the school office manager, and 60 teachers (or 34 percent) said they would contact an “outside person.”

Auditors found over 55 positions identified as “Learning Support Coordinators,” who were assigned to schools with low achievement, ostensibly to help struggling students achieve better performance on achievement measures. Despite the breadth and goals of this program, auditors found that achievement has not been improving, and in some cases achievement of cohort groups has been diminishing over time (see Findings 3.5 and 4.3).

Another significant shortcoming is the omission of assigned responsibility for two of the three functions that are essential for quality control in school institutions. Missing from the chart are Curriculum Design, a key function in developing and defining what learners are to be taught and to learn, and System Evaluation and Assessment, which is necessary for monitoring performance and results of all attributes of the system. It is not considered efficacious to expect improvement in learner performance or improvement in any other area of system performance without measurement and use of diagnostic and evaluative information gathered systematically across the system and judiciously defining expectations for learners, teachers, and other organizational personnel engaged in the main mission of the system—to deliver appropriate results in learning for all student clientele (see Finding 2.3).

4. Separation of Line and Staff

This criterion was not met. There are a number of instances where line and staff programs are intertwined, which undermines the line of authority and responsibility. Examples of this include placing Career and Technical Education under the Assistant Superintendent for Secondary Leadership position (this usually involves a curriculum design function and a professional development assignment), Federal Grants under the Assistant

Superintendent for Curriculum and Instruction (usually a financial intergovernmental function found in the operations support area), Title I school improvement and Title I Entitlements (found in this instance in separate locations from the financial services division despite their management functions with federal funding).

Professional development and staff training duties and responsibilities are scattered throughout the organizational chart, and one key curriculum design responsibility—textbook resources—is found under the accountability and research department. One department, reportedly with a supervisor involving 32 teachers assigned to mentor new teachers, was not included in the chart. This department raised serious questions about its efficacy and lack of accountability (see [Finding 5.3](#)). Magnet school supervision was found under an attorney within the Desegregation department, well separated from school leadership positions.

The auditors found it difficult to distinguish between line positions and staff positions, but principals commented that they frequently had to deal with many diverse staff positions with supervisory responsibilities.

5. Scalar Relationships

This criterion was not met. This principle is clearly violated in the current organizational chart. Numerous positions appear on equal vertical lines, disregarding extensive differences of scope, compensation, and significance of the positions. For example, the “Print Shop” is shown at a higher responsibility level than principals, Directors of Communication and Desegregation are shown at an equal level with Assistant Superintendents, and the Chief Information Officer is shown at the same level as the Chief Financial Officer.

There were a number of positions listed on the chart for which job titles were inconsistent with those listed in job descriptions and on the district’s administrative pay scales presented to auditors. Most job descriptions did not meet audit criteria for adequacy, with a serious ineffectualness characterized by no clear definition of lines of authority and reporting requirements for supervision and evaluation (see [Finding 1.4](#)).

Position placements that appear at comparable levels on the chart frequently ignore consideration of degrees of responsibility, levels of compensation, and scope and authority. Positions that appear at the same level on the organizational chart are expected to receive similar compensation due to equal levels of responsibility.

6. Full Inclusion

This criterion was not met. The organizational chart is incomplete in that it does not depict full inclusion of all positions responsible for the implementation and delivery of the curriculum to students, as noted above under the Logical Grouping of Functions. Most importantly, the system lacks the critical components to help it obtain effective quality control in its teaching and learning operations.

The auditors found that a number of positions listed on the organization charts were actually activities or departmental functions, rather than administrative position titles (see above). Auditors also identified a lack of positions on the chart responsible for key administrative areas of leadership such as curriculum, instruction, and assessment.

Findings of the auditors indicate that the weaknesses experienced by schools and the system in meeting accountability standards and measures included the following (see [Finding 3.2](#)):

- Instruction observed in classrooms was characterized by teacher-centered large group activities in 38 percent of the classrooms visited, but only 17 percent of the classes focused on individual or small group activities.
- Forty-four (44) percent of the classrooms visited had individual students doing seatwork (textbook or worksheet), and 35 percent of student activities were large group activity, indicating little or no differentiation or individualization of instruction.
- Observations of classroom teaching activities revealed that 76 percent of the activities were of the low level knowledge/comprehension cognitive type, 17 percent were involved in application or analytical cognitive activities, and only one percent of classes were working at high levels in synthesis/evaluative cognitive types.

- Only 31 percent of classrooms were found to include teaching to a specific objective (see [Finding 3.2](#)).
- Preliminary results for the cohort group of students beginning in grade 5 through grade 8 show a decline in the percentage of students achieving a passing mark on the Arizona state tests, from 68 percent passing in grade 5, to 63 percent passing in grade 8 (see [Finding 4.3](#)).

Moreover, audit findings also indicate that TUSD dropout rates have been increasing despite millions of dollars invested in remedial and restorative instruction and services (see [Finding 3.5](#)).

The lack of curriculum management components in the district has not gone unnoticed by school district personnel, as described in their own words in the following quotations:

- “A tragedy is that we have no curriculum specialists...actually no curriculum department and minimal curriculum expertise now.” (Teacher)
- “School-based curriculum decisions were not well-planned; rather, the experience was arbitrary and reactive. School-based administrators were not held accountable by the district.” (Retired Teacher)
- “A weakness of the district is in the lack of coordination of the needed outcomes with the roles/responsibilities of the different departments to achieve effective and efficient results to maximize time and resources.” (Principal)
- “There is a real inconsistency across sites in terms of the direction that schools receive.” (Teacher)
- “Teachers basically get to decide what to teach.” (Principal)
- “The district is very fragmented. Everyone is working under someone’s vision.” (Teacher)
- “We have over 55 people working on the Unitary Plan (for desegregation), but we still have racial disharmony and no agreement to educate all students.” (District Administrator)

Auditors found that the district’s Organization Chart failed to provide singular clarity and adequate crucial functions for adequate design and effective delivery of the district’s educational programs and services. As a result, departments and individuals in the system operate in isolation from others, resulting in inconsistent and disparate implementation of instruction and learning in the district.

In summary, the auditors found that the organizational charts were inadequate and were missing crucially important functions and operations for effective quality control. Accountability is not achievable unless the required work is clearly defined (what specific objectives—content, context, and cognitive type—are students to master?); unless the instruction is appropriate (robust teaching strategies, differentiation, sequenced objectives taught to mastery, and aligned resources); and unless feedback on results is provided and used properly to plan and deliver instruction. The TUSD organizational chart was found by the auditors to be missing two of these three important quality control components, seriously eroding capabilities to design and deliver effective teaching and learning.

Finding 1.4: Job descriptions are inadequate in providing position control in the district. They are lacking in clear links to chain of command for both immediate supervisors and subordinates; statements of position qualifications are incomplete.

Job descriptions are the building blocks of an organization and, ideally, support the organizational chart (see [Finding 1.3](#)). They describe the tasks that must be completed in order for the organization to accomplish its mission and state the qualifications necessary to perform those tasks. They also document the relationship of one position to another and the responsibilities for design and delivery of the curriculum or support for those tasks. Properly written job descriptions provide each employee with clear direction as to his or her authority and responsibility. This direction is necessary for the organization to maintain constancy of purpose. Without good job descriptions, an organization’s leaders cannot be sure that all mission-essential tasks are accounted for or that they have a sound basis for hiring or evaluating employees.

To assess the quality of the school system’s job descriptions, auditors conducted interviews with employees and reviewed district policy, related documents, and job descriptions. The auditors’ purpose was to determine the

extent to which job descriptions were consistent with the organizational chart and specified responsibilities for the design and delivery of curriculum. Auditors found the following board policies related to job descriptions.

- *Board Policy CF: Leadership Principles* states, “All Administrators/Managers/Supervisors/Lead Staff will
 - Make student achievement, safety, and welfare their highest priority.
 - Complete performance evaluations as required on all subordinates in a timely manner and place in official personnel files.
 - Act as a role model for professional conduct and attire.”

The policy further states, “The primary duty of a principal is to administer and supervise the instructional program....A principal will be directly responsible to and will report to the Superintendent or designee and will keep the Superintendent or designee informed of the conditions and needs of the school. All duties, authority, and responsibilities of the principal will be delegated only by the Superintendent or designee.”

- *Board Policy GA: Personnel Goals/Priority Objectives* states, “Duties of these staff members shall be outlined and assigned by the Superintendent.”
- *Board Policy GBA: Equal Employment Opportunity* states, “Efforts will be made in recruitment and employment to ensure equal opportunity in employment for all qualified persons.”
- *Board Policy GCAB: Filling of Vacancies* states, “an outline of job responsibilities shall be developed and maintained by the Superintendent or designee through position descriptions that reflect the purpose, duties and minimum requirements of each job. Each position description will be classified into a pay grade commensurate with the knowledge, abilities and duties required for this position. The position description is the basis for the screening, selection and training of the individual to fill a vacant position.”

Auditors requested copies of all job descriptions and were provided access to over 500 job descriptions. Auditors selected and rated 108 job descriptions that were most closely related to curriculum management functions, were prominent on the organizational chart, or were related to positions included on the organizational chart. The dates on the 108 job descriptions ranged from June 2004 to January 2014.

When the selected job descriptions were compared to the district’s organizational chart (see [Exhibit 1.3.1a](#)), no job descriptions were found for four of the 71 positions depicted on the chart. Positions depicted on the organizational chart for which no job descriptions were presented to auditors were: Coordinator of Distance Programs, Teenage Parent Program, Studio Production, and Marketing & PR. The organizational chart also included three director positions reporting to the Assistant Superintendent Elementary and K-8 Leadership, but these positions were listed only as “Director” and did not identify the area for which each director has responsibilities. In addition, there were 42 positions listed on the organizational chart that were actually depicted in terms of activities or departmental functions rather than position titles. Finally, positions missing from the organizational chart include Director Culturally Responsive Pedagogy (August 2013), Chief Negotiator and Labor Relations Director (April 2011), Assistant Principal (May 2011, February 2013, and January 2014), Director Instructional Technology (January 2014), and Assistant Director (March 2009).

The auditors rated each of the 108 selected job descriptions on four critical elements listed below.

- Qualifications: job descriptions should list the education, certification or licensure, experience, and knowledge, skills, and abilities required for the position;
- Immediate links to the chain of command: all employees should know their supervisor and whom they supervise, and no employee should have more than one supervisor;
- Functions, duties, and responsibilities; and
- Relationship to the curriculum (where relevant).

There were five possible ratings on each of the four elements. The possible ratings are shown in Exhibit 1.4.1.

Exhibit 1.4.1

**Curriculum Management Audit Rating Indicators for Job Descriptions
Tucson Unified School District
January 2014**

Rating	Explanation
Missing	No statement made.
Inadequate	A statement is made, but is incomplete and missing sufficient detail.
Adequate	A more or less complete statement usually missing curricular linkages or sufficient detail regarding curricular linkages/alignment.
Strong	A clear and complete statement, including linkages to curriculum where appropriate or, if not appropriate, otherwise quite complete.
Exemplary	A clear, complete statement with inclusive linkages to curriculum indicated in exemplary scope and depth.

For a job description to be considered adequate, each of the four criteria must be rated adequate or higher. The auditors' ratings of the 108 selected job descriptions are shown in Exhibit 1.4.2.

Exhibit 1.4.2

**Auditors' Assessment of Job Descriptions Using Audit Indicators
Tucson Unified School District
January 2014**

Position	Job Description Date	Qualifications	Links to Chain of Command	Responsibilities	Relationship to Curriculum
Assistant Director for Curriculum and Technology Integration	3/2009	A	I	S	S
Assistant Director – Exceptional Education – Central	3/2009	A	I	A	A
Assistant Principal	1/2014	A	I	A	A
Assistant Principal – Dual Elementary	5/2011	A	I	A	A
Assistant Principal - Elementary	5/2011	A	I	A	A
Assistant Principal – High School	5/2011	A	I	A	A
Assistant Principal – K-8 School	2/2013	A	I	A	A
Assistant Principal – Middle School	2/2013	A	I	A	A
Assistant Superintendent – Curriculum and Instruction	7/2013	A	I	S	S
Assistant Superintendent – Elementary and K-8 School Leadership	3/2013	A	I	A	A
Assistant Superintendent – High School Leadership	10/2011	A	I	A	A
Benefits Manager	6/2012	A	I	A	A
Bond and Architecture Program Manager	4/2009	I	I	A	A
Budget Manager	10/2012	A	I	A	A
Certified Teacher	6/2004	I	I	A	A
Chief Finance Officer	3/2009	A	I	A	A
Chief Human Resources Officer	10/2013	I	I	A	A

Auditors' Assessment of Job Descriptions Using Audit Indicators		Exhibit 1.4.2 (continued) Tucson Unified School District January 2014			
Position	Job Description Date	Qualifications	Links to Chain of Command	Responsibilities	Relationship to Curriculum
Chief Information Officer	7/2013	I	I	A	A
Chief Negotiator and Labor Relations Director	4/2011	I	I	A	A
Chief Operations Officer	5/2010	I	I	A	A
Coordinator Career and Technical Education (CTE)	4/2013	A	I	A	A
Coordinator – Early Childhood Literacy Academy, a District Charter at Richey	11/2012	I	I	A	A
Coordinator, Language Acquisition	8/2008	I	I	A	A
Coordinator – Library Services	5/2007	A	I	A	A
Coordinator – New Teacher Induction	2/2013	A	I	A	A
Coordinator – Technology Integration	5/2007	A	I	S	S
Counselor Specialist; College and Career Readiness, Restorative Practices Advocate	9/2012	A	I	A	A
Deputy Superintendent	10/2011	A	I	I	I
Deputy Superintendent Operations	7/2013	I	I	A	A
Director Accountability Research	12/2013	I	I	A	A
Director – Advanced Learning Experiences (ALE)	3/2013	A	I	A	A
Director – African American Student Services	6/2012	A	I	A	A
Director of Alternative Middle School Programs	7/2011	I	I	A	A
Director – Asian Pacific American Student Services	6/2012	A	I	A	A
Director, Communications and Media Relations	7/2011	I	I	A	A
Director – Culturally Responsive Pedagogy	8/2013	I	I	A	A
Director – Desegregation	10/2011	A	A	A	M
Director of Elementary Schools	12/2009	A	I	A	A
Director Employee Relations	6/2004	I	I	A	A
Director – Financial Services	3/2013	A	I	A	A
Director – Fine Arts	12/2010	A	I	S	S
Director, Food Services	6/2004	A	I	A	A
Director – Grants, Partnerships, and Resource Management	10/2011	I	I	A	M
Director – Guidance, Counseling and Student Service, Prevention Programs	10/2010	I	I	A	A
Director of Health Services	7/2008	A	I	A	A
Director, Information Technology (IT) Infrastructure	5/2013	I	I	A	A
Director Instructional Technology	No date	I	I	S	S
Director of Interscholastics	6/2004	A	I	A	A

		Exhibit 1.4.2 (continued) Auditors' Assessment of Job Descriptions Using Audit Indicators Tucson Unified School District January 2014			
Position	Job Description Date	Qualifications	Links to Chain of Command	Responsibilities	Relationship to Curriculum
Director – Language Acquisition	3/2012	A	I	A	A
Director of Magnet School Programs	1/2012	S	I	S	S
Director – Mexican American Student Services	6/2012	A	I	A	A
Director of Middle Schools	5/2010	A	I	S	S
Director Multicultural Curriculum	3/2013	I	I	A	A
Director – Native American Student Services	6/2012	A	I	A	A
Director – Professional Development	4/2013	A	I	A	A
Director – Purchasing Services	6/2012	A	I	A	A
Director of Risk Management	6/2004	I	I	A	A
Director – School Improvement	6/2011	A	I	S	S
Director – School Safety and Security	1/2010	I	I	A	A
Director of Secondary Schools	7/2012	I	I	A	A
Director – Student Assignment	12/2013	I	I	A	A
Director of Student Equity	3/2009	A	I	I	I
Director – Student Placement and Community Outreach	3/2013	A	I	A	A
Director of Transportation	8/2011	I	I	A	A
District Video Producer	7/2011	A	I	A	A
Educational Technology Integration Specialist	5/2012	I	I	A	A
EEO Compliance Officer, Investigator	2/2010	A	I	A	M
Energy Projects Manager	9/2006	A	I	A	A
Executive Director – Exceptional Education (Special Education)	7/2013	A	I	S	S
Executive Director, Human Resources	3/2013	I	I	A	A
Executive Director – Innovation and School Improvement	5/2012	A	I	A	A
Executive Director of Student Equity	3/2013	A	I	A	A
Family Center Coordinator	9/2012	I	I	A	M
General Counsel	No date	A	I	A	A
Human Resources Analyst	7/2011	A	I	A	A
Human Resources Analyst-Senior	8/2005	A	I	A	A
Human Resource Program Coordinator – Senior	5/2013	A	I	A	A
Instructional Data & Intervention Coordinator	3/2012	S	I	A	A
Learning Supports Coordinator	5/2013	A	I	A	A
Legal Counsel	No date	A	I	A	A
Magnet Site Coordinator (Site Based)	4/2013	I	I	A	A
Payroll Manager	11/2012	A	I	A	A
Planning and MIS Program Manager	4/2009	I	I	A	A

Auditors' Assessment of Job Descriptions Using Audit Indicators		Exhibit 1.4.2 (continued) Tucson Unified School District January 2014			
Position	Job Description Date	Qualifications	Links to Chain of Command	Responsibilities	Relationship to Curriculum
Principal	1/2014	A	I	A	A
Principal – Dual Elementary	3/2013	A	I	A	A
Principal – Elementary	3/2013	A	I	A	A
Principal – High School	1/2013	A	I	A	A
Principal – K-8 School	2/2013	A	I	A	A
Principal – Mary Meredith K-12	3/2013	A	I	A	A
Principal – Middle School	2/2013	A	I	A	A
Print Shop Manager	5/2007	I	I	A	A
Professional Development Academic Trainer	2/2013	A	I	A	A
Program Coordinator	5/2013	A	I	I	I
Program Coordinator – Advancement Academics	5/2012	I	I	A	A
Program Coordinator – Exceptional Education	8/2007	A	I	A	A
Program Coordinator, Senior – Curriculum	3/2012	A	I	S	S
Program Coordinator, Senior – Professional Development	3/2011	A	I	A	A
Program Manager	11/2009	A	I	I	I
Project Coordinator for Grants	9/2012	A	I	A	A
Restorative Practices Specialist	2/2011	A	I	A	A
School Pride Mechanical Program Manager	4/2009	A	I	A	A
School Pride Appearance Program Manager	4/2009	A	I	A	A
Senior Program Coordinator	5/2013	A	I	A	A
Staff Development & Multicultural Curriculum Integration Specialist	5/2010	A	I	S	S
Superintendent	6/2004	I	I	I	I
Teacher/Coach (School Site)	2/2013	A	I	S	S
Teacher Mentor	2/2013	A	I	A	A
Technology Services (TS) Program Analyst	12/2011	I	I	A	A
Title I Director	8/2010	A	I	A	A
Inadequate (I)		33 (31%)	107 (99%)	5 (5%)	5 (5%)
Adequate (A)		73 (68%)	1 (1%)	91 (84%)	87 (81%)
Strong (S)		2 (2%)	0 (0%)	12 (11%)	12 (11%)
Exemplary (E)		0 (0%)	0 (0%)	0 (0%)	0 (0%)
Missing (M)		0 (0%)	0 (0%)	0 (0%)	4 (4%)
Total		108	108	108	108
Percent Exemplary, Strong, Adequate		(69%)	(1%)	(97%)	(99%)
Source: Job descriptions provided by Tucson Unified School District.					

Of the 108 selected job descriptions, one received ratings of adequate or higher in all four critical elements (one percent). As this percentage is less than the required 70 percent, job descriptions were determined to be

inadequate to provide position control in the district. All but one of the 108 job descriptions received a rating of inadequate on at least one element. The critical element receiving the most ratings of inadequate was “links to chain of command,” with 107 (99 percent) of the job descriptions rated as inadequate. The critical element receiving the second highest number of inadequate ratings was “qualifications,” with 33 (31 percent) of the job descriptions rated as inadequate.

The ratings in Exhibit 1.4.2 are summarized as follows:

- **Qualifications:** Job descriptions need to include required education, certification or licensure, experience, and expected knowledge, skills, and abilities. Most of the rated job descriptions did not include knowledge, skills, and abilities in the Minimum Qualifications section of the job description. In addition, many job descriptions did not include certification or licensure requirements, or listed these only in the Preferred Qualifications section. Several job descriptions did not include experience requirements.
- **Links to Chain of Command:** Job descriptions must include the position’s immediate supervisor and a list of subordinates under the position’s direct supervision. The Director of Desegregation job description included a statement of direct report: “This position reports to the Superintendent of Tucson Unified School District.” The remainder of the selected job descriptions contained either no statements of direct report or general statements of coordination, collaboration, support, assistance, partnership, or advisement, usually involving multiple other positions.

Most job descriptions did not include a list of subordinates under the position’s direct supervision. A few job descriptions did include specific job titles for their subordinates (e.g., Assistant Director Exceptional Education—Central, Coordinator Language Acquisition, Director Food Services, Director Language Acquisition, and Director Risk Management). Most job descriptions included general statements such as, “supervision and control of assigned staff” or “supervisory control of staff, which includes interviewing, selecting, training, directing and appraising work, handling employee complaints, disciplining staff, and providing for safety and security,” or statements regarding supervision of department programs and projects. Such general statements are inadequate to accurately place positions on the organizational chart and appropriately inform staff as to their authority and responsibility in the chain of command.

- **Functions, Duties, and Responsibilities:** Most job descriptions were rated adequate for more or less complete statements, usually missing curricular linkages or sufficient detail regarding curricular linkages/alignment. Twelve (12) or 11 percent, were rated strong; no job descriptions were rated exemplary. Two examples of job descriptions that were too generic to clearly delineate specific responsibilities for the position include Program Coordinator and Program Manager. These generic job descriptions remain in the job description data base in addition to positions with the same title, but with added specificity as to the department (e.g., Program Coordinator Advanced Academics and School Pride Appearance Program Manager).
- **Relationship to Curriculum:** Most job descriptions with curricular responsibilities included some reference to the curriculum or instructional program. Twelve (12) or 11 percent, of the job descriptions were rated strong for curricular linkages; no job descriptions were rated exemplary. Clear, complete statements with inclusive linkages to curriculum indicated in exemplary scope and depth were not found. Job descriptions for non-instructional or operations positions were rated as adequate, although statements of curricular connections were neither present nor required.

The following observations pertain to the 108 job descriptions rated in Exhibit 1.4.2.

- No employee should have more than one supervisor to avoid being placed in a compromised decision-making situation. Examples of job descriptions that violate this criterion include the Director African American Student Services. This job description states, “Under the supervision of the Deputy Superintendent and/or the Curriculum, Instruction, and Professional Development Department, the Director will participate in the evaluation of models that meet the academic needs of African American students.” A similar statement appears in the job descriptions for Director Asian Pacific American

Student Services, Director Mexican American Student Services, and Director Native American Student Services.

- Several job descriptions overlapped with at least one other job description in supervisory responsibilities and/or essential functions. Auditors observed the following examples: First, the job descriptions for both the Coordinator Language Acquisition and Director Language Acquisition contain the same list of subordinates for supervision and evaluation. These two job descriptions also include the same stated purpose (summary) and contain several of the same essential functions. In addition, the Principal and Assistant Principal job descriptions contain nearly the same responsibilities, without inclusion of specifics for school grade span (e.g., elementary vs. high school). Lastly, the job descriptions for both the Director Student Assignment and the Director Student Placement and Community Outreach address responsibilities for “student assignment strategies,” “open enrollment,” and “movement between magnet and open enrollment schools.”
- Some job descriptions are outdated and/or have been replaced with new job descriptions or title changes, yet remain accessible in the data base without regard to “active” or “inactive” status. Three examples include the following: (1) The Director Employee Relations position appears on the district organizational chart, yet the job description (June 2004) for this position was labeled “Old Version.” No other updated version containing the same title was presented to auditors. Rather, a job description was provided for Chief Negotiator and Labor Relations Director (April 2011). (2) The job description for EEO Compliance Officer, dated February 2010, was presented to auditors along with three outdated versions dated January 2006, July 2006, and October 2008. (3) The Principal and Assistant Principal job descriptions were dated January 2014. However, six principal and five assistant principal job descriptions specific to the various grade spans were also presented (dated from May 2011 to March 2013).
- Auditors also reviewed several department organizational charts and noted that the Director of Information Systems position appears on the Information Technology department organizational chart, but no job description for this position was available for auditor review.

Auditors conducted interviews regarding job descriptions with district staff and board members. Representative comments regarding job descriptions follow:

- “Individual departments make up their own organizational chart. It should be in Human Resources.” (District Administrator)
- “Position control of job descriptions is in finance. There’s no formal process for job descriptions other than an informal memo.” (District Administrator)
- “Position control is missing.” (District Administrator)
- “There is no oversight on district on creating positions.” (District Administrator)
- “I am convinced that we have overlap in assignment of responsibilities within departments.” (District Administrator)

Summary

Job descriptions are inadequate in delineating qualifications and clear links to the chain of command. Only one job description included a clear statement of direct report. The remainder of the job descriptions contained either no statements or general statements. Most job descriptions did not list subordinates under the position’s direct supervision. Nearly one-third of the job descriptions reviewed included qualifications that lacked adequate statements of education, certificate or licensure, and/or knowledge, skills, and abilities. In addition, auditors noted multiple instances of inconsistency of job descriptions with the organizational chart, overlap and redundancy of responsibilities, and outdated “inactive” job descriptions available within the same data base as “active” job descriptions. Statements addressing the relationship to the curriculum or instructional program were evident for most of the positions expected to have curricular linkages. None of the job descriptions were rated “exemplary” in any of the four critical elements.

STANDARD 2: The School District Has Established Clear and Valid Objectives for Students.

A school system meeting this audit standard has established a clear, valid, and measurable set of pupil standards for learning and has set the objectives into a workable framework for their attainment.

Unless objectives are clear and measurable, there cannot be a cohesive effort to improve pupil achievement in the dimensions in which measurement occurs. The lack of clarity and focus denies to a school system's educators the ability to concentrate scarce resources on priority targets. Instead, resources may be spread too thin and be ineffective in any direction. Objectives are, therefore, essential to attaining local quality control via the school board.

What the Auditors Expected to Find in the Tucson Unified School District No. 1:

Common indicators the CMSi auditors expected to find are:

- A clearly established, board-adopted system-wide set of goals and objectives for all programs and courses;
- Demonstration that the system is contextual and responsive to national, state, and other expectations as evidenced in local initiatives;
- Operations set within a framework that carries out the system's goals and objectives;
- Evidence of comprehensive, detailed, short- and long-range curriculum management planning;
- Knowledge, local validation, and use of current best practices and emerging curriculum trends;
- Written curriculum that addresses both current and future needs of students;
- Major programmatic initiatives designed to be cohesive;
- Provision of explicit direction for the superintendent and professional staff; and
- A framework that exists for systemic curricular change.

Overview of What the Auditors Found in the Tucson Unified School District No. 1:

This section is an overview of the findings that follow in the area of Standard Two. Details follow within separate findings.

In the areas under Standard Two, the auditors did not find a plan or governing document that directs all efforts involved in the design, development, implementation, monitoring, evaluation, and revision of curriculum. Most curriculum work is focused on delivery, although the availability and quality of written curriculum are inadequate. Current staffing at the central office to support curriculum development is also inadequate; the auditors did not find sufficient personnel who are tasked with developing curriculum, aligning it to assessments, and supporting district expectations for cognitively rigorous and culturally responsive instruction through strong curriculum design.

The auditors found that the scope of curriculum K-12 is inadequate in almost all content areas, particularly in science, social studies, and non-core areas. Curriculum work that has been completed recently was focused on developing guides for English language arts and mathematics that align with the Arizona Standards for College and Career Readiness. No guide was found to meet the audit criteria for minimum quality.

The samples of curriculum that auditors collected during classroom walkthroughs did not reflect high levels of rigor and were not strongly aligned to the content, context, and cognitive type of the *PARCC* assessments. The *ATI* assessment was also inadequately aligned to the *PARCC*.

Finding 2.1: The district lacks a comprehensive curriculum management plan to direct the development, implementation, evaluation, and modification of the district written curriculum. Current staffing at the district level is not adequate for curriculum design.

A school district with a strong curriculum management system has a written plan that facilitates the design and delivery of curriculum. The plan directs various stages of development and review and assigns responsibility for design and delivery among various district and school staff members. It provides processes for curriculum development, adoption, implementation, monitoring, evaluation, and revision for all courses of study. A comprehensive curriculum management plan outlines a strong directional focus for curriculum that aligns with district goals. The plan is designed to function with and support the district's strategic planning.

In order to effectively manage the design and delivery of curriculum in large and complex school systems, effective leaders devote adequate staffing and resources to the most crucial role of the school district's mission: defining, developing, implementing, monitoring, evaluating, and revising the written, taught, and assessed curricula. In carrying out these critical tasks, certain balances must be maintained among those tasks best kept at the central office and those best left to the discretion of individual schools. This balance is critical in assuring both consistency and quality in student learning, but also in supporting autonomy and flexibility at school sites to ensure that they can meet the unique needs of their students and neighborhood. The audit expectations regarding those functions of curriculum management that should be tightly held and those that should be loosely held are presented in Exhibit 2.1.1.

Exhibit 2.1.1

Tightly Held vs. Loosely Held Curriculum Management Functions and Components Tucson Unified School District January 2014

Tightly-held (Nonnegotiable) District Level	Loosely-held (Within the Boundaries of the Tightly-held but Negotiable by Teacher/Faculty) School/Classroom Level
Ends (Curriculum and Aligned Assessments)	Means (Instruction and Programs)
<ul style="list-style-type: none"> • Mission • Goals • Standards • Priorities • Curriculum—Outcomes/Student Expectations/Objectives • Assessment—Aligned to curriculum, criterion-based, benchmark, formative, and diagnostic 	<ul style="list-style-type: none"> • Differentiation of when which students get which standards/outcomes/student expectation/objectives • Processes, procedures • Instructional strategies • Resources, textbooks, etc. • Programs (e.g. SuccessMaker, etc.) • Groupings • Staffing • Informal assessments for diagnostic purposes

When functions that should be loosely held are instead held tightly, such as with curriculum resources or instructional strategies, teachers and school leaders lack the flexibility to make decisions in response to demonstrated student needs. Likewise, when curriculum objectives and assessments are not held tightly, there is no consistency in what students are learning or in the evaluation of that learning. This can result in students being inadequately prepared for external, high stakes assessments.

The auditors examined curriculum plan documents, board policies, administrative guidelines, job descriptions, survey results, and other relevant documents (see Appendix D) to determine the district's approach to comprehensive curriculum planning and the extent to which the functions associated with curriculum management are defined and directed. They also interviewed board members, administrators, principals, teachers, parents, and community members for their perceptions of curriculum planning and management in the district.

Overall, the auditors found that curriculum design and delivery has had inadequate direction at the district level. There is no written curriculum plan to coordinate the development, implementation, monitoring, evaluation, and revision of curriculum, and current policies and governing documents were also found to be inadequate in directing those efforts and in requiring a plan. Job descriptions for various district and campus administrators provided some expectations for curriculum development and delivery, but written direction for curriculum management was determined to be inadequate. The written curriculum that is available to teachers is limited and of inadequate quality (see Findings 2.2 and 2.3), and the delivery of curriculum district-wide is inconsistent and inadequately articulated and coordinated (see Finding 2.3).

Current efforts to address mandates set forth in the Unitary Status Plan (USP) have been implemented in isolation from the core district functions of curriculum design and delivery, and existing staffing in curriculum design, delivery, and assessment is insufficient to create a common written curriculum that addresses USP requirements and supports differentiating instruction for the linguistically, culturally, and economically diverse population in TUSD. Schools and teachers have been left with inadequate direction regarding the tightly held functions of curriculum standards and objectives and aligned assessments.

First, the auditors reviewed governing documents to determine what direction does exist for curriculum management efforts in the district. A few board policies were found that had rudimentary directives to curriculum management:

- *Board Policy IGA: Curriculum Development* states, “It is essential that the school system continually develop and modify its curriculum to meet changing needs. The Board authorizes the Superintendent to develop the curriculum for the school system and to organize committees to review the curriculum. All curriculum changes shall be approved by the Governing Board.”
- *Board Policy IGE: Curriculum Guides and Course Outlines* requires, “Curriculum guides shall be developed for the various subject areas. These guides shall present at least a minimal outline for instruction and a basis for further development of the particular courses.”

No board policy provided specific direction for the development, implementation, and monitoring of district curriculum, nor did the auditors find any policy that requires the development of a plan to direct curriculum management in the district.

Next, the auditors reviewed the *Tucson Unified School District Unitary Status Plan 2012-13* to determine any district direction for curriculum management and found the following directive relating to Pre-Advanced Placement and Advanced Placement courses: “Improve the quality of Pre-AP and AP courses by making these courses subject to audit by the College Board.” This directive was specific and did not reference overall district-wide curriculum management or development. The USP also requires the district-wide development of culturally responsive curriculum and approaches.

The auditors examined job descriptions for administrators, principals, teachers, and other relevant positions to determine roles and responsibilities for curriculum management and found the following:

- The Deputy Superintendent for Teaching and Learning (Revised October 2011) is responsible for “developing, managing and controlling all components of teaching and learning, such as curriculum and instruction and professional development”
- The Assistant Superintendent for Curriculum and Instruction (Revised July 2013) is tasked with leadership of all curriculum-related activities including professional development. The job description states that this person “assists site and central administrators with guidance and direction in assessing, identifying, formulating, developing, implementing and evaluating curriculum and instruction activities to ensure compliance with district policy, and state and federal law.”
- The Assistant Director for Curriculum and Technology Integration (Revised March 2009) “coordinates academic functions, including the curricular initiatives in the areas of math, literacy, science and social studies.”

- The Senior Program Coordinator—Curriculum (Revised March 2012) “develops, creates, implements, coordinates, and evaluates District-wide curriculum and instruction programs to ensure compliance with district policy, and state and federal law” and “elicits input from all schools/departments on curriculum and resource needs and ensures alignment of curriculum and resources district-wide.”
- Principals and Assistant Principals (Revised March 2013) provide “leadership and management of a school that is focused on student learning, achievement, relationships and communication, and efficient operations.” In addition, the job description includes providing direction on curriculum and instruction, enforcing grade level standards, providing opportunity for enrichment and intervention, encouraging differentiated instruction for all learners and commitment to learner objectives, setting high expectations and developing, planning, and evaluating school programs and curriculum.
- Assistant Principals at the Elementary, Middle School, and High School levels are given the additional task to “provide leadership and management of a school that is focused on 21st century student learning.”
- Certified Teachers (Revised August 2004) will “prepare lesson plans and instruct students in accordance with established curriculum” and “participate as a member of an instructional team to promote learning activities for students consistent with district and school education objectives.”

Overall, the auditors found that although various job descriptions contained responsibilities for providing direction and alignment of curriculum initiatives and resources, and even mentioned the established curriculum, school programs, and curriculum delivery, there was no single policy or plan that coordinates these roles and responsibilities in conjunction with all curriculum management functions district-wide.

The auditors did not find a written curriculum management plan to compare to the audit characteristics for effective curriculum management. Instead, the auditors examined relevant curriculum documents, including the district online curriculum, district survey results, and board policy, and interviewed board members, administrators, and teachers to determine the district’s approach to curriculum planning and management. Their ratings of the current efforts at curriculum management are presented in Exhibit 2.1.2.

The audit uses 15 characteristics of a quality comprehensive curriculum management plan. To be considered adequate, the approach to curriculum management planning requires a minimum of 11 of the 15 characteristic ratings (70 percent).

Exhibit 2.1.2

Curriculum Management Planning Characteristics and Auditors’ Assessment of District Approach Tucson Unified School District January 2014

Characteristics:	Auditors’ Rating	
	Adequate	Inadequate
1. Describes the philosophical framework for the design of the curriculum, including such directives as standards-based, results-based, or competency-based; the alignment of the written, taught, and tested curriculum; and the approaches used in delivering the curriculum.		X
2. Identifies the timing, scope, and procedures for a periodic cycle of review of curriculum in all subject areas and at all grade levels.		X
3. Defines and directs the stages of curriculum development.		X
4. Specifies the roles and responsibilities of the board, central office staff members, and school-based staff members in the design and delivery of curriculum.	X	
5. Presents the format and components of all curriculum, assessments, and instructional guide documents.		X

Exhibit 2.1.2 (continued) Curriculum Management Planning Characteristics and Auditors' Assessment of District Approach Tucson Unified School District January 2014			
	Characteristics:	Auditors' Rating	
		Adequate	Inadequate
6.	Directs how state and national standards will be considered in the curriculum. This includes whether or not to use a backloaded approach, in which the curriculum is derived from high-stakes tested learnings (topological and/or deep alignment), and/or a frontloaded approach, which derives the curriculum from national, state, or local learnings.	X	
7.	Requires for every content area a focused set of precise student objectives/ student expectations and standards that are reasonable in number so the student has adequate time to master the content.		X
8.	Directs that curriculum documents not only specify the content of the student objectives/student expectations, but also include multiple contexts and cognitive types.		X
9.	Specifies the overall beliefs and procedures governing the assessment of curriculum effectiveness. This includes curriculum-based diagnostic assessments and rubrics (as needed). Such assessments direct instructional decisions regarding student progress in mastering prerequisite concepts, skills, knowledge, and long-term mastery of the learning.		X
10.	Directs curriculum to be designed so that it supports teachers' differentiation of instructional approaches and selection of student objectives at the right level of difficulty. This ensures that those students who need prerequisite concepts, knowledge, and skills are moved ahead at an accelerated pace, and that students who have already mastered the objectives are also moved ahead at a challenging pace.		X
11.	Describes the procedures teachers and administrators will follow in using assessment data to strengthen written curriculum and instructional decision making.		X
12.	Outlines procedures for conducting formative and summative evaluations of programs and their corresponding curriculum content.		X
13.	Requires the design of a comprehensive staff development program linked to curriculum design and its delivery.		X
14.	Presents procedures for monitoring the delivery of curriculum.		X
15.	Establishes a communication plan for the process of curriculum design and delivery.		X
	Total	2	13
	Percentage of Adequacy	13%	

As can be seen from Exhibit 2.1.2, the district's approaches to curriculum management planning met audit criteria for adequacy in two of the 15 characteristics for an overall adequate rating of 13 percent, which falls short of the audit adequacy expectation of 70 percent.

The auditors' description of the ratings for each criterion follows:

Characteristic 1: Describes the philosophical framework for the design of the curriculum

This characteristic was not met. A philosophical framework for curriculum was not articulated, and there was no requirement that the written, taught, and tested curriculum be aligned. *Board Policy IGA* delegates the

responsibility for the development of the curriculum to the superintendent, and *Board Policy IGE* refers to the development of curriculum guides for “various subject areas” without stressing the importance of guides for all core curricular areas. Additionally, it is noted in the policy that the guides should include an instructional outline for further development of particular courses. Directives such as standards-based, results-based, or competency-based objectives or alignment of the written, taught, and tested curriculum were not included. Delivery of curriculum was not addressed.

Characteristic 2: Periodic cycle of curriculum review of all content areas and all grade levels

This characteristic was not met. Board policy did not direct a cycle of review. Some job descriptions for district administrators included general references to coordinating curricular initiatives. Campus administrators were given the task of providing direction on curriculum and instruction within their job descriptions. District administrators did not provide the auditors with any document showing a cycle of review of the curriculum for all subjects at all grade levels or how such a review would be conducted or by whom. The auditors did not find written curriculum for most courses. Kindergarten through twelfth grade English language arts, mathematics, some science, and various culturally related course curricula were available in documents and on the district website.

Characteristic 3: Defines and directs the stages of curriculum development

This characteristic was not met. Board policy and job descriptions did not address the stages of curriculum development. Although district administrators provided the auditors with access to developed and online curriculum documents that demonstrated the presence of some curriculum (English language arts, mathematics, various science, and culturally relevant courses), they did not provide any documents defining or directing the stages of curriculum development.

Characteristic 4: Specifies the roles and responsibilities of the board, central office staff members, and school-based staff members in the design and delivery of the curriculum

This characteristic was met. *Board Policy IGA* gave the board authority for approval of all curriculum changes. Job descriptions for district administrators stated responsibility for planning and directing the content of curriculum, instruction, and programs for the district, as well as ensuring the alignment of curriculum and resources. Campus administrators had the responsibility of providing the direction on curriculum and instruction efforts. Certified teachers were responsible for the instruction of students in accordance with the established curriculum.

However, reference to the specificity of the design and delivery of curriculum in all noted job descriptions was vague, and although the descriptions do address some key functions as they relate to curriculum management, the department of curriculum and instruction, overall, is completely understaffed. There simply are not enough personnel who have responsibility for curriculum design and development, possibly the most critical function in any school district.

Characteristic 5: Presents the format and components of all curriculum, assessment, and instructional guide documents

This characteristic was not met. Board policy did not provide direction for the format or components of the district written curriculum. District administrators provided the auditors with access to their online curriculum documents and other documents in Dropbox, which did not show a consistent format for the components of curriculum documents for all courses. The English language arts and mathematics online curriculum showed similarities in the alignment to state and common core standards, but format and design efforts varied by course and grade level in the development of pacing guides, alignment of resources, assessments, and instructional guides.

Characteristic 6: Directs how state and national standards will be considered in the curriculum

This characteristic was met. *Board Policy IGA* states the importance for the school district to continually develop and modify its curriculum to meet changing needs, but falls short of formally directing the alignment of the development of curriculum to state and national standards. However, informally, administrators and teachers

spoke of the alignment of instruction to the state standards. Additionally, the online curriculum for English language arts and mathematics utilized the state and common core standards as the basis for the curriculum in those areas.

The auditors were provided with a form entitled Declaration of Curricular & Instructional Alignment to the Arizona Academic Standards. School principals must sign and submit this form annually (deadline February 4, 2014) to the Arizona Department of Education, declaring alignment to the Arizona Academic Standards and further stating that teachers were provided with access to the standards, instructional materials aligned to the standards, and training related to the standards and were evaluated to assess whether the standards were integrated into their instructional practices. Standards referred to in this document include English language arts, mathematics, science, and social studies. It also states that the declaration requires affirmations from the governing board and superintendent regarding the alignment of curriculum and the evaluation of instruction aligned to the standards.

Characteristic 7: Requires for every content area a focused set of precise student objectives

This characteristic was not met. Board policy did not exist to provide guidance for the identification of student objectives. District administrators did not provide the auditors with any system requirement that the written curriculum be based on a focused set of objectives that are reasonable in number. Rather, auditors found that the objectives for mathematics and English language arts were directly derived from the expectations found within the state and Arizona Standards for College and Career Readiness, with no refinement so these standards are more specific and measurable. Auditors reviewed survey results, which indicated that only 56 percent of those responding felt that the objectives were reasonable in number.

Characteristic 8: Directs that curriculum documents not only specify the content of student objectives/student expectations, but also include multiple contexts and cognitive types

This characteristic was not met. Board policy did not exist to provide direction or set expectation for a rigorous curriculum that includes not only expectations for content mastery, but also describes the contexts in which students practice their learning and demonstrate that mastery and the ways that they should be cognitively engaged in the classroom. The auditors found no documentation requiring that learning objectives be written to include multiple contexts and cognitive types. In addition, auditors did not observe a wide range of cognitive types in the classrooms (see [Finding 3.2](#)).

Characteristic 9: Specifies the overall beliefs and procedures governing the assessment of curriculum effectiveness

This characteristic was not met. District administrators did not provide the auditors with documents describing the beliefs and procedures for assessing the effectiveness of the district curriculum. Although the district had commercially developed benchmark assessments for many core courses and some rubrics for performance-based assessments (see [Finding 4.2](#)), there was no evidence of any plan or policy that directs how student progress in mastering the curriculum would be evaluated and the results addressed through classroom instruction. No assessments were presented that measure prerequisite skills or long-term mastery of content.

Characteristic 10: Directs curriculum to be designed so that it supports teachers' differentiation of instructional approaches and selection of student objectives at the right level of difficulty

This characteristic was not met. District administrators did not provide the auditors with any documents directing the inclusion of differentiated instructional approaches in the written curriculum. Board policy did not reference differentiating instruction to meet the learning needs of all students. The job descriptions for campus administrators stated their responsibility to encourage differentiated instruction for all learners. No instructional approaches indicating differentiation were included in any curriculum documents that were provided to the auditors, other than the culturally responsive curriculum that has been developed in accordance with the USP. Auditors did not find integrated, culturally responsive approaches in the curriculum documents that exist, nor any mention of suggestions for regrouping, re-teaching, or accelerating content for students.

Despite the lack of support in district curriculum for differentiation, there appears to be a culture among school-based personnel that acknowledges the need to use data in planning instruction. Survey results indicated that those responding felt they were trained in differentiation strategies (84 percent), and that they used these strategies to meet the individual needs of the students they teach (95 percent). Teachers and principals also reported using programs that they considered to be differentiated, such as SuccessMaker. However, auditors did not consistently observe varied groupings and differentiation of curriculum during classrooms visitations (see [Finding 3.2](#)).

Characteristic 11: Describes the procedures teachers and administrators will follow in using assessment data to strengthen the written curriculum and instructional decision making

This characteristic was not met. District administrators did not provide the auditors with any documents describing the use of data to strengthen the written curriculum and instructional decision making. Job descriptions reviewed by the auditors found no reference to expectations regarding the use of data to revise the curriculum or to inform instructional decisions. During interviews with district and campus administrators and review of survey results, the auditors heard about professional development occurring during this current school year that included expectations for the analysis of data in district and building decision-making efforts focused on improving student achievement.

Characteristic 12: Outlines procedures for conducting formative and summative evaluations of programs

This characteristic was not met. District administrators did not provide the auditors with any documents requiring formative and summative evaluation of programs and their corresponding curriculum. In *Board Policy IGA*, the superintendent is directed to organize committees to review the curriculum. There is no directive requiring formative and summative evaluation of programs and their corresponding curriculum. Job descriptions for campus administrators require them to develop, plan, and evaluate school programs and curriculum, but no policy or documents established the expectation that procedures would be in place for conducting formative and summative evaluations of programs and their corresponding curriculum content (see also [Finding 4.4.1](#)).

Characteristic 13: Requires the design of a comprehensive staff development program linked to curriculum design and delivery

This characteristic was not met. Board policy did not establish expectations for a comprehensive professional development plan related to curriculum design and delivery. Job descriptions were vague regarding responsibilities for staff development. District administrators did not provide the auditors with a written staff development plan that was linked to curriculum design and delivery (see [Finding 3.4](#)). Survey results and interviews with district and campus administrators showed that various professional development activities had been conducted, but these were not guided by goals or articulated priorities. Most recently, the majority of the teaching staff had completed training on the Essential Elements of Instruction.

Characteristic 14: Presents procedures for monitoring the delivery of curriculum

This characteristic was not met. Board policy did not state expectations for monitoring the delivery of the district curriculum. Job descriptions were vague regarding responsibilities for the monitoring of curriculum. During interviews, auditors heard that campus administrators as well as district teams would conduct walk-through visitations throughout buildings on a regular basis to gain information about classrooms practices, comply with special program requirements (i.e., Title 1), and focus on improving student achievement. Through interviews auditors also learned that during the past school year several district teams had been given the responsibility to develop a consistent district-wide “walk-through” form. However, no consistent form was supplied to the auditors, and when asked, principals typically reported using one of their own (borrowed from another district or developed internally).

Even though the expectation for conducting walk-through visitations to classrooms on a regular basis was articulated by staff through survey responses (45 percent responded that they received daily/weekly visitations) and interviews with auditors, there was no evidence of specific or consistent procedures to be used during this monitoring process beyond the teacher evaluation instrument.

Characteristic 15: Establishes a communication plan for the process of curriculum design and delivery

This characteristic was not met. Board policy, job descriptions, and other district documents did not establish a communication plan for the process of curriculum design and delivery. District administrators used memos and verbal communications in administrative meetings and committee meetings to communicate about curriculum design and delivery. Auditors noted that on August 16, 2013, a Team Member Update communication was sent from the superintendent to his constituents sharing a model referencing a teaching and learning cycle. This model included mention of the following areas: Curriculum, Planning and Sharing, Lesson Planning, Student Performance Data Use, Instructional Delivery Models, Curriculum Refinement and Redeployment, Training, and External Inputs. However, there is no evidence of a district communication plan for the articulation of the curriculum design and delivery processes, connecting the two and assuring alignment among the written, taught, and assessed curriculum.

In summary, the auditors found that two of the 15 audit criteria (15 percent) for curriculum management planning were adequate although not contained in a usable written plan. In order for the curriculum management planning to be considered adequate, 11, or 70 percent, of the criteria need to be met. There is insufficient coordination and management of curriculum design and delivery efforts at the district level, which has shifted the balance in tightly held vs. loosely held curriculum functions, placing a greater burden for curriculum development on school sites.



Story time at Soleng Tom Elementary

The auditors also heard many comments during interviews regarding the lack of coordinated and focused efforts to develop and implement a common, aligned curriculum. Comments regarding the lack of consistency district-wide included the following:

- “Our district needs to ensure consistency of expectations and philosophy. I think it important to be able to ask colleagues to share their experiences and best practices - that is difficult to do when we are all doing so many different things.” (Building Administrator)
- “There is no collaboration or articulation in our district at this time. We hope to see that change.” (Building Administrator).
- “The schools are still pretty much doing their own thing in terms of the textbooks and materials used.” (District Administrator)
- “There is no curriculum plan, no curriculum guides and maps.” (District Administrator)
- “We are all over the place in curriculum. I am fairly embarrassed at the lack of curricular alignment and being prepared to take on what is ahead of us in *PARCC* assessment and the lack of understanding of the standards.” (District Administrator)

- “Our problem right now is we do not have a consistent curriculum across all grades that all schools are implementing.” (District Administrator)
- “There is no consistent pacing guide. No guarantee that what kids are tested on is even taught at that grade level or the grade below.” (District Administrator)
- “People are used to autonomy, used to doing their own thing.” (District Administrator)

As can be seen from the above comments, there has been a great deal of inconsistency across the district in what is being taught and what students are learning at individual schools. Schools have previously been left to develop curriculum on their own, which the auditors found many sites are continuing to do. The auditors also found that without a tightly-held district curriculum that defines for teachers and principals what students need to learn within a reasonable time frame, students cannot progress from one level to the next or transfer from one school to another without gaps or complications (see [Finding 2.3](#)).

There were also many comments made attesting to the need for an improved focus on curriculum and clearer direction district-wide:

- “Being text driven, it is difficult to move the district in one direction when we are all using different [math] texts.” (Building Administrator)
- “We need lesson plans, common templates, [a] focus on planning.” (District Administrator)
- “Curriculum is not a tight part of the district.” (Instructional Support)
- “We need foundational pieces in place.” (Instructional Support)
- “Our district needs managed curriculum, aligned PD to that, aligned accountability measures with district benchmarks, district assessments, and aligned materials and resources. These four do not exist in any form.” (District Administrator)
- “What we do needs to be shaped from a curriculum perspective.” (District Administrator)
- “There is a major weakness in this area. There is no consistency of curriculum between schools and there is no consistency in the delivery of it. We need a tight written, taught, and tested curriculum.” (District Administrator)
- “There is no curriculum plan, no curriculum guides and maps,” and “we are all over the place in curriculum.” (District Administrator)

The historic lack of curriculum planning and cohesive management of curriculum at the top level is not surprising given the staffing in central office. The auditors were informed that prior leadership several years ago had eliminated the curriculum and instruction department, moving the function of curriculum development in alignment with assessments to schools. Schools have been left largely without district support in deciding what to teach. This is evident from the wide range of resources teachers reference when asked what they use to plan their instruction (see [Finding 2.3](#)). There are currently only a handful of individuals whose positions involve any curriculum development. In mathematics, only one is employed. This is in contrast to a department of over 15 trainers in professional development alone. Other departments likewise have several individuals focused on curriculum delivery issues with students, yet curriculum design has a skeletal staff at best. The imbalance between staff for curriculum design versus staff to support its delivery is indicative in the comment made by one teacher: “I don’t know what to teach, but I have all these people here ready to help me.”

There were many comments made during interviews regarding the lack of curriculum infrastructure and no real curriculum department:

- “[A former superintendent] took out Curriculum and Instruction and Technology to save money. It is no wonder that we have struggled since. We have no staff to help design curriculum and professional development to support the adopted curriculum.” (District Administrator)

- “We haven’t had a good strong curriculum department for the last several years. And, yes, we only have one math person right now.” (Curriculum Personnel)
- “A tragedy is that we have no curriculum specialists...actually no curriculum department and minimal curriculum expertise now.” (Teacher)
- “[The] decentralization of curriculum created inconsistency.” (District Administrator)
- “There is no infrastructure for curriculum development in place.” (District Administrator)
- “There is no formalized consistent process for curriculum development, textbook selection, etc.” (District Administrator)

Other comments concerned the need to focus work on curriculum development and alignment:

- “We are breaking silos down to put work on one way. This is the work now. [We] need to be on same page to guide work.” (District Administrator)
- “The basic things need to happen. We must create a managed viable curriculum.” (District Administrator)
- “Right now we are trying to line out where we want to go. We want to manage curriculum, we want an assessment system district-wide to measure this in terms of benchmarks. We are all over the place. At elementary we have three curriculum, at middle school others, and nothing at high schools.” (District Administrator)
- “We need to get aligned in all ways from curriculum to management.” (Building Administrator)
- “We need the district to develop the curriculum—teachers need to think about how to teach, not what to teach.” (Building Administrator)
- “We really need a common curriculum and a common way to do things so when the kids walk in they know what they are doing...if [common assessments] were across the district we could see where the student is coming from. We need to get there.” (Instructional Support Staff)

Stakeholders attested to a need for a common curriculum and increased consistency in curriculum district-wide.

Summary

The district planning approach to the development, implementation, monitoring, and evaluation of the district curriculum was inadequate. Board policy was inadequate to provide direction to district administration for the written curriculum. No district documentation provided evidence of an aligned, tightly held curriculum that allows teachers and school leaders to have the autonomy to make appropriate site-level decisions in the best interest of their students. The district lacked an adequate philosophical framework for the design of district curriculum, requirements for a specific review cycle in all subject areas and grade levels, and definitions of the stages of curriculum development. Curriculum planning in terms of roles and responsibilities for the design and delivery of the curriculum, for the formats and components of the written curriculum, and for the use of state standards in a frontloaded approach were evident in some areas of curriculum planning and development but were inconsistent and inadequate overall.

Current requirements for curriculum design are inadequate to support teachers’ differentiation of instructional approaches, to direct the use of assessment data in instructional decision making, and to evaluate programs and curriculum content both formatively and summatively. Although the presence of professional development was noted, there was no comprehensive staff development plan. Additionally, no communication plan for the processes of curriculum design and delivery existed. Expectations were evident and verbalized, but no procedures were in place for monitoring the delivery of the curriculum. The lack of written direction for curriculum management functions is also evident in the structures and staffing in place at the district level. There is inadequate personnel to support curriculum development, although delivery functions are generously staffed (see Finding 1.3), and a number of schools have assumed responsibilities in curriculum development as the district historically did not take responsibility for what should be a system-level responsibility.

Finding 2.2: The scope of the written curriculum is inadequate to guide classroom instruction in core and non-core courses.

A written curriculum is an essential tool for keeping teachers focused on the objectives students need to master. Well-developed curriculum follows the tightly held/loosely held balance discussed in [Finding 2.1](#) and includes clear, translatable objectives for learning, assessments, suggested strategies and approaches, and the resources available to teachers (texts, videos, kits, and other instructional materials). The scope of the written curriculum refers to the percentage of courses in a district for which written curriculum documents are available. The audit expectation is that written curriculum guides should be present for every course at every grade level; however, minimum adequacy is reached when curriculum guides exist for 100 percent of all core courses and 70 percent of all non-core courses.

When written curriculum is not available for any course or subject area, it can decrease the consistency of subject delivery across grades and schools, particularly when different textbooks are utilized across a subject within the same grade level. Conversely, the presence of a written curriculum helps ensure consistency in student learning (that is, the concepts, skills, and vocabulary that students obtain), while allowing flexibility and professional judgment in how that student learning is obtained.

This begs the question, “what constitutes a curriculum?” Essentially, a curriculum is a written plan or guide that organizes student learning objectives into a rational sequence within given time frames, ties each objective to a common assessment, and provides a district-wide language of instruction across subjects and grades. Thus, a complete district curriculum defines the continuum of learning from grades PK-12. This allows teachers to accurately meet the individual needs of each student, because teachers can assess where students fall on the continuum and instruction can be planned accordingly. The audit does not consider commercially produced resources and materials to be a curriculum, and these are therefore not counted as a curriculum document when determining scope.

[Finding 2.2](#) addresses only the scope of the written curriculum. The quality of the written curriculum documents reviewed by auditors is discussed in [Findings 2.3](#) and [2.4](#). For [Finding 2.2](#), the auditors reviewed the presence of curriculum relative to the number of courses being taught. The documents can be traditional hard copy or accessible through online technology services within the district. The key question is whether a centrally defined curriculum for any given course exists and is available to all teachers in the system (not just at a single school) to direct and support classroom instruction.

To determine the scope of curriculum, the auditors reviewed all district-level curriculum documents presented to them. Overall, auditors found the scope of written curriculum to be inadequate to direct student learning in both core and non-core courses. As discussed in [Finding 2.1](#), two district policies (*Board Policy IGA: Curriculum Development* and *Board Policy IGE: Curriculum Guides and Course Outlines*) were identified that spoke directly to the district’s expectation for a written curriculum, although only minimal curriculum was found in the district.

The complete analysis of the curriculum scope is presented in [Appendix E](#). [Exhibits 2.2.1](#), [2.2.2](#), and [2.2.3](#) present a summary of the scope of the curriculum at the elementary, middle, and high school levels. [Exhibit 2.2.1](#) shows the scope of curriculum at the elementary level.

Exhibit 2.2.1

**Scope of Elementary School Curriculum Grades K-5
Tucson Unified School District
January 2014**

Core Content Areas

Non-Core Content Areas

Exhibit 2.2.2

**Scope of Middle School Curriculum Grades 6-8
Tucson Unified School District
January 2014**

Core Courses

Non-Core Courses

Exhibit 2.2.3 presents a summary of data related to the scope of curriculum at the high school level. A course-by-course analysis may be found in Appendix F.

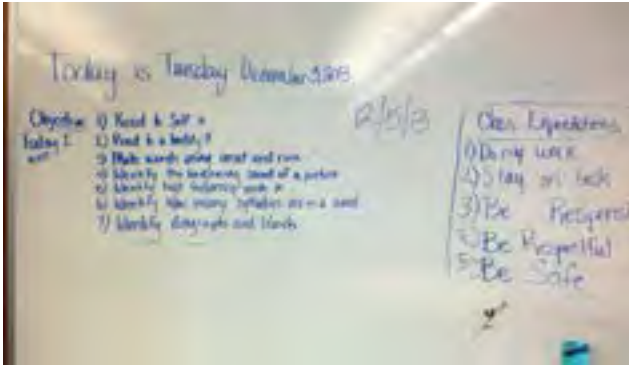
Exhibit 2.2.3

**Scope of High School Curriculum Grades 9-12
Tucson Unified School District
January 2014**

Core Courses

Non-Core Courses

for non-core courses. The degree of curriculum guidance available at the high school level was considered inadequate to direct instruction.



Classroom objectives on board at McCorkle K-8



Tully Elementary whole group instruction

Auditors also interviewed teachers, building principals, district administrators, instructional support staff, and parents/community members regarding the availability of curriculum across the district. The auditors found that there is confusion among district stakeholders regarding what comprises a curriculum. This was evident from interview comments, as illustrated by the following remarks:

- “Common Core is the district curriculum.” (Building Administrator)
- “Textbook drives instruction in many areas. It is considered the curriculum.” (Instructional Support Staff)
- “Curriculum is a tool to reach the end goal of standards mastery.” (Teacher)

More often than not, interviewees expressed recognition of the need for a common curriculum. The following comments were typical:

- “From what I’ve been able to see, there is not a curriculum as I understand curriculum to be.” (Community Member/Grandparent)
- “We have English and math pacing guides. But we have no set curriculum from the district level for science and social studies.” (Building Administrator).
- “Our problem right now is we do not have a consistent curriculum across all grades that all schools are implementing.” (District Administrator)
- “There is no district curriculum for my subject.” (Teacher)
- “We are not consistent and do not have a curriculum to offer the district. There has not been any guidance and schools have identified and reached out and said they wanted to use this program. They did not have curriculum to follow.” (District Administrator)
- “I did not know there was a district developed curriculum.” (Teacher)

There were other comments made during interviews that indicated the need for a curriculum.

- “We need the district to develop the curriculum. Teachers need to think about how to teach, not what to teach.” (Building Administrator)
- “We need a district-wide curriculum so any student who transfers can do so seamlessly.” (Parent)
- “How can we hold teachers accountable for curriculum that doesn’t exist?” (Building Administrator)

This concern over the lack of curriculum was reinforced by teachers who answered the online survey. Over 400 comments were made in open-ended answers to a question on whether teachers use the district curriculum to plan their instruction. The following comments are illustrative:

- “I am unaware of designed curriculum—I have texts and test dates set for my curriculum by the district.” (Teacher, online survey)
- “To my knowledge, it does not exist.” (Teacher, online survey)
- “I don’t get any [curriculum].” (Teacher, online survey)
- “[It’s] non-existent.” (Teacher, online survey)
- “I didn’t know there was one.” (Teacher, online survey)
- “Unknown to me beyond CC standards, which are not curriculum. I use cc standards to plan curriculum all the time, and they are easily accessible.” (Teacher, online survey)
- “I don’t even know what the ‘district-designed curriculum’ IS or where to find it.” (Teacher, online survey)
- “[It] does not exist.” (Teacher, online survey)
- “I would prefer some guidance from the District—this is an enormous amount of never ending work.” (Teacher, online survey)

To the open-ended question regarding what areas need improvement in the district, over 1,100 teachers responded. Over 150 comments directly related to curriculum, particularly regarding the need to improve it or create it.

- “Teachers rely on internet materials or making copies of workbooks when needed, because we do not have current curriculum resources.” (Teacher, online survey)
- “[We need] a district developed curriculum.” (Teacher, online survey)
- “[We need] unitary core curriculum.” (Teacher, online survey)
- “[We need] a master curriculum calendar for each grade by subject.” (Teacher, online survey)
- “[We need] updated curriculum to match Common Core; [there is] different curriculum used for each site.” (Teacher, online survey)
- “Teachers are not given enough or appropriate curriculum for the new standards. We were told to follow the common core using our own materials and resources. Everyone is doing their own thing, once again.” (Teacher, online survey)
- “[We need] curriculum development. With an emphasis on Science.” (Teacher, online survey)
- What needs improvement? “Curriculum development and consistency.” (Teacher, online survey)
- “It would be wonderful if there was a school wide curriculum that everyone was using in every school.” (Teacher, online survey)
- “[We need] district curriculum for reading, writing, math...each school seems to be doing their own thing. Sometimes [there are] several different curriculums within the same school.” (Teacher, online survey)
- “We have no district-wide, grade/content-wide, or even building wide curriculum standards, [no] consistency of the same curriculum throughout all TUSD schools.” (Teacher, online survey)
- “[We need] curriculum for LA.” (Teacher, online survey)

More comments regarding the lack of or need for curriculum can be found in the [Survey Appendix](#), a separate document which presents all comments from the online survey administered to teachers in TUSD. Overall, auditors found that members of the district community are not united in their understanding of what is considered a curriculum, but regardless of the definition, most recognize a need for a common written curriculum (see also [Finding 2.3](#)). There is concern at multiple levels over the lack of a district curriculum.

Summary

Auditors found that the scope of the written curriculum was inadequate at all levels to direct instruction. Anecdotal evidence suggested that some individual campuses had curricula for various courses. The district has adopted curriculum documents for English language arts and math courses, but the existing guides do not cover all courses being taught, particularly at the high school level. Written guidance is not available for over half of the core curriculum at all levels. No written curriculum is present at any level for non-core courses.

Finding 2.3: The quality of the written curriculum is inadequate to provide clear guidance for effective teaching and learning. Teachers report relying on a variety of sources when planning instruction, and the auditors found that the written and taught curriculum are neither articulated nor coordinated.

A clear and comprehensive written curriculum provides the foundation for a school system's efforts to reach desired levels of student achievement. A quality curriculum provides for consistency and coordination while supporting methodological flexibility in how teachers interact with and instruct students. Quality curriculum guides support alignment of the written, taught, and tested curriculum. They focus instruction on essential learnings and connect the curriculum vertically and horizontally within the system, ensuring equal access to the curriculum for all students.

Quality written curriculum guides instruction by providing teachers with specific and measurable objectives for student learning within suggested time frames. These guides assure alignment of those objectives with the tested curriculum, specify the prerequisite skills needed for successful mastery of new objectives, and link the content to a variety of instructional materials and resources. They also suggest effective strategies and approaches for less experienced teachers, while allowing all teachers the autonomy to plan instruction in response to individual student needs. When guides are incomplete or nonexistent, the content taught across district classrooms is less likely to connect in a logical sequence, and instruction is more likely to be inconsistent among teachers and between campuses, which in turn can result in less predictable learning outcomes for students.

To determine the quality of existing curriculum, auditors examined documents provided by the district, including policy and job descriptions, as well as all written curriculum documents approved by the governing board. These documents were frequently referred to by district personnel as standards documents. These standards documents were rated against the minimum audit criteria for curriculum quality and specificity. In addition, auditors interviewed district and campus administrators, instructional support personnel, and teachers to determine the availability and use of curriculum documents, and to determine the degree to which the curriculum was articulated and coordinated across grade levels and schools.

Overall, the auditors found that existing curriculum documents did not meet minimum standards for quality and specificity. Use of the available curriculum was inconsistent, and teachers reported relying on many different resources in planning their instruction. The curriculum as it is taught in district classrooms was found to be inconsistent as well, which has resulted in poor articulation and inadequate coordination across grade levels and among schools.

Auditors expected to find clear direction in governing district documents for expectations and components of written curriculum. The auditors found that policies lacked specific requirements for the written curriculum, as well as for its use. *Policy IGA: Curriculum Development* states the expectation that there will be a district curriculum, but does not address requirements for format or components. *Policy IGE: Curriculum Guides and Course Outlines* reiterates the superintendent's authority to formulate procedures for the development and use of curriculum guides, but also specifies that "the guides shall be designed to assist users in implementing the District philosophy regarding the teaching of a subject and will, when possible, suggest a variety of possibilities for instruction, patterns of individualization, variations of approaches, and materials." No other policies were found related to curriculum design and development. No direction for curriculum development was found in job descriptions (see [Findings 1.4 and 2.1](#)).

Quality of Existing Curriculum

As discussed in [Finding 2.2](#), the district has adopted a set of curriculum documents for English language arts, math, and six culturally responsive courses. Auditors next turned to those curriculum documents to analyze the quality of curriculum design.

Based on district plans and governing board minutes, auditors determined that there are currently centrally developed and board approved curriculum guides for English Language Arts grades K-12, Math K-8, Algebra I, Algebra II, and Geometry. Guides for an additional six culturally relevant courses developed under the auspices of the Unitary Status Plan have also been approved. The 28 existing curricula were analyzed for quality of design using the audit criteria listed in [Exhibit 2.3.1](#). Other curriculum documents presented by the district in science, ELD, social studies, and fine arts, while supporting instruction in various ways, did not meet audit definitions of a curriculum as explained in [Finding 2.2](#), and so were not included in this analysis.

Exhibit 2.3.1

Curriculum Management Improvement Model Frame One Analysis: Minimal Basic Components for Curriculum Document Quality and Specificity

Point Value	Criteria
Criterion One: Clarity and Specificity of Objectives	
0	No goals/objectives present
1	Vague delineation of goals/learner outcomes
2	States tasks to be performed or skills to be learned
3	States for each objective the what, when (sequence within course/grade), how actual standard is performed, and amount of time to be spent learning
Criterion Two: Congruity of the Curriculum to the Assessment Process	
0	No assessment approach
1	Some approach of assessment stated
2	States skills, knowledge, and concepts that will be assessed
3	Keys each objective to district and/or state performance assessments
Criterion Three: Delineation of the Prerequisite Essential Skills, Knowledge, and Attitudes	
0	No mention of required skill
1	States prior general experience needed
2	States prior general experience needed in specified grade level
3	States specific documented prerequisite or description of discrete skills/concepts required prior to this learning (may be a scope and sequence across grades/courses if PreK-12)
Criterion Four: Delineation of the Major Instructional Tools	
0	No mention of textbook or instructional tools/resources
1	Names the basic text/instructional resource(s)
2	Names the basic text/instructional resource(s) and supplementary materials to be used
3	States for each objective the “match” between the basic text/instructional resource(s) and the curriculum objective
Criterion Five: Clear Approaches for Classroom Use	
0	No approaches cited for classroom use
1	Overall, vague statement on approaching the subject
2	Provides general suggestions on approaches
3	Provides specific examples of how to approach key concepts/skills in the classroom

The criteria in [Exhibit 2.3.1](#) represent the tightly held/loosely held components of quality curriculum discussed in [Finding 2.1](#). Criteria one, two, and three represent the curriculum components that must be tightly controlled

by the district. If teachers are not uniformly working toward the same objectives and assessing mastery in the same way, consistency of instruction and achievement will be lost. Criterion three—delineation of the prerequisite essential skills, knowledge, and attitudes—must be tightly held by the district in order to ensure that instruction is efficient and moves students through learning pathways smoothly. Criteria four and five represent the loosely held components of quality curriculum, allowing teachers to choose from a broad menu of resources and strategies that will target their particular students' interest and academic strengths and weaknesses. Without these components, curriculum may become merely rote drill and recitation of facts, leading to loss of creativity, excitement, and passion for lifelong learning.

Auditors rated each approved curriculum guide (standards document) from zero (0) to three (3) on each of the five criteria, with 3 representing the highest rating. To receive a 3 for the first criterion would require that each objective state *what* students will do to meet the objective, *when* within the course the objective is met, *how/under what conditions and to what degree* the actual standard is to be performed, and the *amount of time to be spent learning* material related to the objective. To receive a 3 for the second criterion would require that each objective is keyed to district and/or state performance evaluations, linking the objective to sample questions from the common summative assessments. To receive a 3 for the third criterion would require identification of specific prerequisite skills and concepts that should have been mastered prior to this objective (such as a detailed PK-12 scope and sequence delineating discrete objectives). A 3 rating for the fourth criterion would require a page-specific match between the basic text/instructional resources and each objective. To receive a 3 rating for the fifth criterion would require provision of specific examples on how to approach key concepts/skills in the classroom for each objective. A total score for each curriculum is obtained by adding the five separate criterion scores. The highest score a guide can receive is 15. A rating of 12 points is considered the minimum rating for adequate quality of design of a given curriculum. To obtain an overall picture of curriculum quality, a mean is calculated for each criterion and for total ratings.

Auditors' ratings of the English language arts curriculum analyzed are presented in Exhibit 2.3.2.

Exhibit 2.3.2

Auditors' Ratings of English Language Arts Curriculum Documents for Grades K-12 Tucson Unified School District January 2014

Curriculum Document Title	Date	1	2	3	4	5	Total Rating
		Obj.	Asmt.	Prereq.	Res.	Strats.	
English Language Arts Curriculum Grade K	3/27/12	2	1	0	0	0	3
English Language Arts Curriculum Grade 1	3/27/12	2	1	2	0	0	5
English Language Arts Curriculum Grade 2	3/27/12	2	1	2	0	0	5
English Language Arts Curriculum Grade 3	3/27/12	2	1	2	0	0	5
English Language Arts Curriculum Grade 4	3/27/12	2	1	2	0	0	5
English Language Arts Curriculum Grade 5	3/27/12	2	1	2	0	0	5
English Language Arts Curriculum Grade 6	3/27/12	2	1	2	3	2	10
English Language Arts Curriculum Grade 7	3/27/12	2	1	2	3	2	10
English Language Arts Curriculum Grade 8	3/27/12	2	1	2	3	2	10
English Language Arts Curriculum Grade 9-10	3/27/12	2	0	2	1	2	7
English Language Arts Curriculum Grade 11-12	3/27/12	2	0	2	1	2	7
Mean Rating for Each Criterion		2	.82	1.8	1	.91	6.5

The following observations may be made about Exhibit 2.3.2:

- The overall mean rating for all ELA curricula was 6.5. This did not meet the audit expectation of a minimum score of 12 points.
- The scores per grade level ranged from 3 to 10. No curriculum was rated adequate for quality of design.
- Middle school curriculum (grades 6, 7, 8) had the highest scores, with 10 points for each grade level.

- The link between curriculum and assessments was the weakest area among the five criteria, and specificity of objectives was the strongest area.

Overall, the auditors rated the district's ELA curriculum as inadequate in design. The auditors' comments for each criterion in Exhibit 2.3.2 follow:

Criterion One: Clarity and Specificity of Objectives – Mean Rating 2

All the curricula used Common Core standards as the objectives. Some contained conditions under which students should perform, such as “with adult assistance,” but few included a time frame for learning. None were noted to have a specific performance target such as “with at least 85 percent accuracy.”

Criterion Two: Congruity of the Curriculum to the Assessment Process – Mean Rating .82

Connections to the benchmark and state assessment processes were noticeably absent in all ELA curricula. Grades K-8 contained the list “state and district assessments, school assessments, classroom assessments” for each strand. However, the documents did not specify what would be tested, how it would be tested, or when it would be tested. Grades 9-12 had no mention of assessment.

Criterion Three: Delineation of the Prerequisite Essential Skills, Knowledge, and Attitudes – Mean Rating 1.8

Each curriculum document, with the exception of Kindergarten, listed skills and concepts that were expected to be mastered in the previous year and the next year, by cluster. Auditors noted that there were several types of PreK programs operating in the district, but no academic curriculum was presented for any of them.

Criterion Four: Delineation of the Major Instructional Tools – Mean Rating 1

Curriculum guides for grades K-5 contained minimal references to websites containing state standards and a recommended vocabulary list. No basic text was referenced, and additional teaching resources were noticeably absent. Documents for grades 6, 7, and 8 were more detailed, containing both suggested online resources for each cluster and textbook page correlations for each objective. Documents for grades 9-12 contained online resources by cluster, but did not reference a basic text.

Criterion Five: Clear Approaches for Classroom Use – Mean Rating .91

Curriculum for grades K-5 contained virtually no strategies to help teachers deliver instruction effectively. Guides for grades 6-12 contained multiple recommended strategies for instruction in each cluster. None of the documents contained multiple strategies by objective.

Overall, curriculum documents for English language did not meet minimal audit standards for quality in grades K through 12, although elements of quality were present in each grade level.

The auditors also analyzed documents related to mathematics instruction from the district website using the same criteria for quality and specificity. Auditors' quality ratings for the adopted math curriculum are presented in Exhibit 2.3.3.

Exhibit 2.3.3

**Auditors' Ratings of Mathematics Curriculum Documents for Grades K-12
Tucson Unified School District
January 2014**

Curriculum Document Title	Date	1	2	3	4	5	Total Rating
		Obj.	Asmt.	Prereq.	Res.	Strat.	
Mathematics Curriculum Grade K	3/27/2012	2	1	0	1	1	5
Mathematics Curriculum Grade 1	3/27/2012	2	1	0	1	1	5
Mathematics Curriculum Grade 2	3/27/2012	2	1	0	1	1	5
Mathematics Curriculum Grade 3	3/27/2012	2	1	0	1	1	5
Mathematics Curriculum Grade 4	3/27/2012	2	1	0	1	1	5

Exhibit 2.3.3 (continued) Auditors' Ratings of Mathematics Curriculum Documents for Grades K-12 Tucson Unified School District January 2014								
Curriculum Document	Document Title	Date	1	2	3	4	5	Total Rating
			Obj.	Asmt.	Prereq.	Res.	Strat.	
Mathematics Curriculum	Grade 5	3/27/2012	2	1	0	1	1	5
Mathematics Curriculum	Grade 6	3/27/2012	2	1	0	1	1	5
Mathematics Curriculum	Grade 7	3/27/2012	2	1	0	1	1	5
Mathematics Curriculum	Grade 8	3/27/2012	2	1	0	1	1	5
Standards for Mathematics – High School Algebra I		3/27/2012	2	1	0	1	1	5
Standards for Mathematics – High School Algebra II		3/27/2012	2	1	0	1	1	5
Standards for Mathematics – High School Geometry		3/27/2012	2	1	0	1	1	5
Mean Rating for Each Criterion			2	1	0	1	1	5

The following can be noted from the exhibit:

- The overall mean for all adopted math curriculum was 5 points. This did not meet the audit minimum of 12 points needed to be considered adequate in design.
- The lowest area was prerequisite skills, with no documents consistently listing prerequisite skills, knowledge, or attitudes.
- The links to assessment were vague, as indicated by a mean score of 1, as were connections to texts. Few strategies were presented for teachers to use.
- Quality of objectives was the highest with a mean score of 2.

Overall, the adopted math curriculum did not meet minimum audit standards for quality. Auditors' comments related to each criterion in Exhibit 2.3.3 follow:

Criterion One: Clarity and Specificity of Objectives – Mean Rating 2

In the adopted curriculum, the Common Core and Arizona state standards were used as learning objectives. These state the skill to be performed but are frequently lacking information on the conditions under which the skill is to be performed and the degree of mastery required.

Criterion Two: Congruity of the Curriculum to the Assessment Process – Mean Rating 1

In documents for grades K-8, each standards cluster was accompanied by a reference to *PARCC* testing and a statement that assessments should be aligned with the standards. Exactly what would be tested and/or sample problems were not included. In the high school documents this reference was only found occasionally (five times in Algebra I, three times in Algebra II, and three times in Geometry).

Criterion Three: Delineation of the Prerequisite Essential Skills, Knowledge, and Attitudes – Mean Rating 0

In the adopted curriculum, references to skills that students were expected to have prior to this course were noticeably absent at all levels.

Criterion Four: Delineation of the Major Instructional Tools – Mean Rating 1

Among the adopted curriculum, the elementary documents contained no reference to basic texts, although each contained some online and literary resources for every cluster. At the middle school level, the documents contained, by cluster, references to chapters in the text and online resources. At the high school level, resources varied by standards cluster. Generally, there were online resources for each cluster. Linkages to textbooks were not always present and, when present, were not specific or linked to individual objectives.

Criterion Five: Clear Approaches for Classroom Use – Mean Rating 1

The adopted curriculum contained general statements and descriptions of sample problems and the thought process that students might use in solving them, and an occasional suggestion of activities that could be used by teachers for a given objective. However, the focus was more on explaining what the standard meant than on providing strategies for teaching.

Overall, the adopted math curriculum was rated as inadequate in design to direct teaching. Auditors noted in interviews and on the district website that curriculum development is ongoing in this department through ad hoc committees. As discussed in [Finding 2.1](#), without clear guidance, these efforts are not fully coordinated. The new documents posted on the district website are works in progress and are so disparate in completion, even within grade levels, that a complete analysis of them did not change the overall math curriculum rating. However, while not consistent, some changes in format were noted within the newly developed documents that bear reporting.

The revised/proposed curriculum includes a scope and sequence for each year (Year at a Glance) that provides estimated time frames for each unit. Standards were grouped by logical instructional units rather than by numerical order. Content of the teaching units varied widely by grade and unit. In the first grade, Units 1-6 (dated September 15, 2013) included standards along with objectives (performance tasks). Suggested means of assessing each performance task were listed, as were time frames for each objective/task. These units contained specific initial, formative, and summative assessment tasks for each objective. No prerequisite skills were listed in these units, but connections to the basic text along with literary and online resources were given. General strategies appeared throughout these six units. However, after Unit 6, the level of direction decreased dramatically in the first grade units. In other grade levels, units were in varying stages of development, with some templates virtually blank. No grade levels were complete enough to increase the overall rating for math curriculum.

The next set of curriculum documents reviewed were for culturally relevant curriculum. The inclusion of culturally relevant curriculum, although historically a point of focus in a number of TUSD schools, is lately a requirement of the Unitary Status Plan (USP). These guides were recently developed in an effort to meet the USP requirement that all students receive instruction that is culturally relevant. The auditors noted that beyond these guides, the few curriculum documents that exist do not mention how to effectively teach subgroups, such as special education, English language learners, ethnically or economically diverse groups, and/or gifted and talented students (see also [Finding 2.2](#)). There is a single sentence included in ELA documents that directs English Language Development (ELD) teachers to utilize the state's ELD standards, although it is clear whether this is in conjunction with or in place of district curriculum.

The auditors reviewed the approved multicultural/culturally responsible curriculum for grades 11-12 and compared it against the five criteria for quality and specificity. The result of their analysis is presented in [Exhibit 2.3.4](#).

Exhibit 2.3.4

**Auditors' Ratings of Culturally Relevant Curriculum Documents for Grades 11-12
Tucson Unified School District
January 2014**

Curriculum Document Title	Date	1	2	3	4	5	Total Rating
		Obj.	Asmt.	Prereq.	Res.	Strat.	
English Language Arts 5,6 & 7,8: Culturally Relevant African American Viewpoint	July 9, 2013	2	0	1	2	3	8
English Language Arts 5,6 & 7,8: Culturally Relevant Mexican American Viewpoint	July 9, 2013	2	0	1	2	3	8
US Government: Culturally Relevant African American Viewpoint	Aug. 13, 2013	2	0	0	1	0	3

		Exhibit 2.3.4 (continued) Auditors' Ratings of Culturally Relevant Curriculum Documents for Grades 11-12 Tucson Unified School District January 2014						
Curriculum Document Title	Date	1	2	3	4	5	Total Rating	
		Obj.	Asmt.	Prereq.	Res.	Strat.		
US Government: Culturally Relevant Mexican American Viewpoint	Aug. 13, 2013	2	0	0	1	0	3	
US History: Culturally Relevant African American Viewpoint	Aug. 13, 2013	2	0	0	1	0	3	
US History: Culturally Relevant Mexican American Viewpoint	Aug. 13, 2013	2	0	0	1	0	3	
Mean Rating for Each Criterion		2	0	.33	1.3	1	3.5	

The following can be observed from Exhibit 2.3.4:

- The mean total for culturally relevant curriculum was 3.5. This is below the audit minimum standard of 12 points for adequate design.
- No curriculum document met the minimum standard of a 12-point rating. Both English language arts courses came closest to the minimum, with a score of 8 points.
- The weakest criterion was linkage to the assessment process. None of the curriculum guides tied content to any form of common assessment.

Overall, the auditors found that the culturally relevant curriculum was inadequate to direct instruction. Auditors' comments for each criterion are provided below:

Criterion One: Clarity and Specificity of Objectives – Mean Rating 2

All the documents used standards as their learning objectives without any refinement or revision. The history and government documents listed both Arizona state social studies standards and Common Core standards. These four documents also included sample learning objectives utilizing Webb's Depth of Knowledge levels to set performance tasks using specific materials. It was unclear whether the tasks in this column were intended as required or optional activities. None of the documents included time frames or standards of mastery for learner objectives.

Criterion Two: Congruity of the Curriculum to the Assessment Process – Mean Rating 0

Connections to common assessments were not included in the documents.

Criterion Three: Delineation of the Prerequisite Essential Skills, Knowledge, and Attitudes – Mean Rating .33

The ELA documents contained some references to what students were expected to master, in terms of prerequisite content, in the previous grade strand. No such references were found in the social studies documents.

Criterion Four: Delineation of the Major Instructional Tools – Mean Rating 1.3

The ELA documents contained some Internet and print resources in the strategies sections, and a link to a suggested vocabulary list, as well as some instructional resources for teachers. The social studies documents also contained references to specific print and electronic resources within the performance objectives. However, references were not provided for every objective to the degree of specificity required for a rating of 3.

Criterion Five: Clear Approaches for Classroom Use – Mean Rating 1

The ELA documents provided numerous suggested strategies by learning objective and grade (note that curriculum was written as semesters 5,6 and 7,8 in the same document). Additional strategies suitable for either grade were presented by strand. These guides received the highest rating of 3 for this component. However, there were no strategies suggested in the social studies documents.

Overall, culturally relevant curriculum documents did not meet audit criteria for quality and specificity, although elements of excellence were noted in each document.

Exhibit 2.3.5 displays a summary of the mean ratings of all the adopted curriculum documents.

Exhibit 2.3.5

Summary of Auditors' Mean Ratings of District Curriculum Documents by Content Area Tucson Unified School District January 2014

Content Area	Mean Rating by Auditors					Total Rating
	1 Obj.	2 Asmt.	3 Prereq.	4 Res.	5 Strats.	
English Language Arts K-12	2	.82	1.8	1	.91	6.5
Mathematics K-12	2	1	0	1	1	5
Culturally Relevant Topics 11-12	2	0	.33	1.3	1	3.5
Mean Ratings n=28	2	.75	.79	1.1	1	5.7
<i>Data Source: district website and hard copies provided by administrators</i>						

The following observations can be made about Exhibit 2.3.5:

- English language arts courses had the highest total rating, with a mean of 6.5.
- The objectives criterion had the highest mean score at 2 out of a possible 3.
- The lowest mean score (.75 points) was in the connections to assessment processes criterion.
- None of the content areas met the minimum audit score of 12 points.

Overall, adopted district curriculum documents had a mean total rating of 5.7 out of a possible 15 points. This did not meet minimum audit criteria of 12 points for quality and specificity in minimum components. Most guides included objectives and only cursory mention of materials/resources, assessment, or some strategies.



Lesson guidelines at Banks Elementary



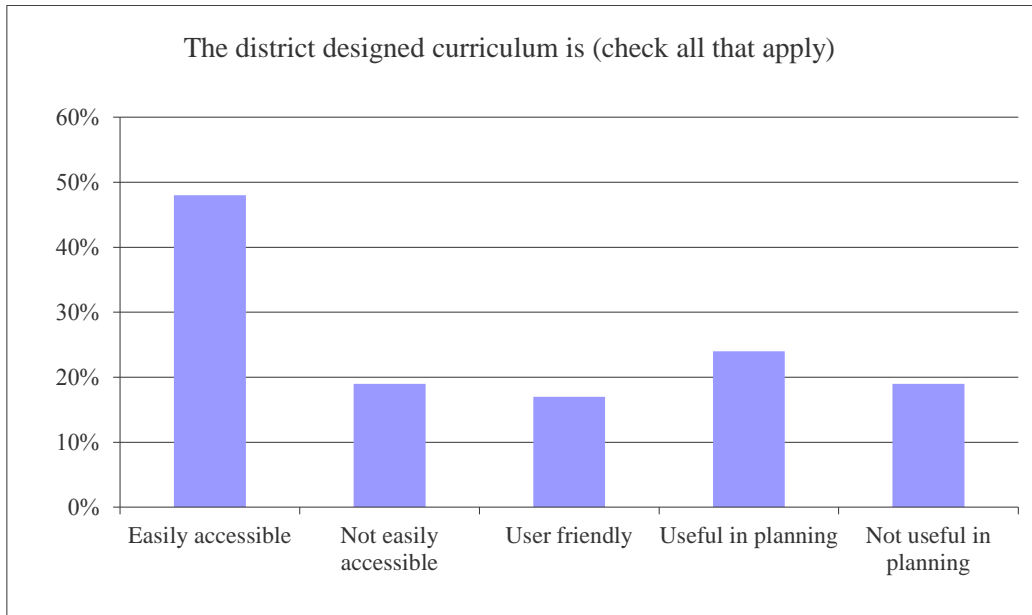
Social studies textbook with worksheet at Sechrist Middle school

Having a comprehensive set of quality curriculum documents is a prerequisite for consistency across grades and between schools. An adequate scope of curriculum that is well-designed and directs teaching increases the likelihood of uniform access to success and of high levels of student achievement across the system. However,

if the curriculum is not utilized by teachers, these benefits are not realized. In interviews and through online surveys, the auditors asked about the online accessibility of the district curriculum and its use by teachers. The responses to this survey question are presented in Exhibit 2.3.6:

Exhibit 2.3.6

**All Teacher Responses: Characteristics of Written Curriculum
Tucson Unified School District
January 2014**



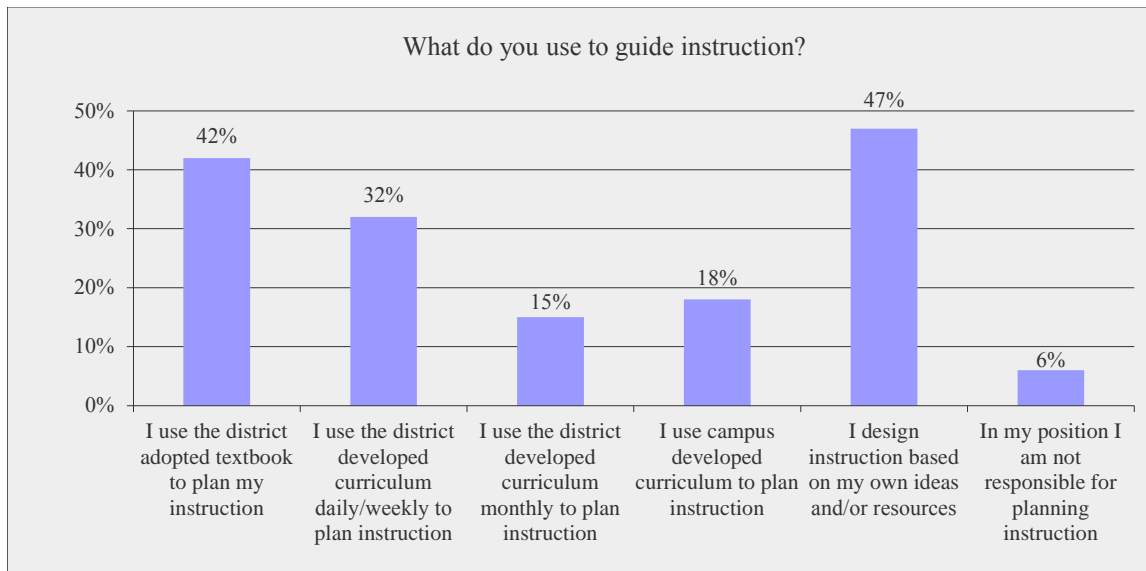
It is important to reiterate that the Curriculum Management Improvement Model recommends holding tightly the objectives that students are expected to master (along with their corresponding assessments), while holding resources, textbooks, strategies, and approaches loosely. Therefore, the auditors do not disapprove of the use of multiple resources and materials in planning instruction, nor teacher use of multiple methods, ideas, and inspiration for planning instructional activities. The issue is the lack of a clear definition of the concepts, skills, knowledge, or vocabulary students are expected to master at every stage and level of their educational progress. Without that definition, it is unclear whether the content being delivered is likely to improve student achievement.

To determine what teachers are using to guide their instruction, the auditors visited every school in the district and interviewed teachers, teacher mentors, principals, and assistant principals. They also surveyed over 1,300 classroom teachers via an online instrument (see [Appendix E](#)). Overall, the auditors found that teachers, depending on their content area, are relying on standards and commercially-produced resources for the majority of their instructional planning. Very few teachers reported relying on district-developed curriculum, which was not surprising, given the lack of district-developed written curriculum.

In response to the online survey question, “What do you use to plan instruction?” teachers were allowed to select from five possible responses.² These results are presented in [Exhibit 2.3.7](#).

Exhibit 2.3.7

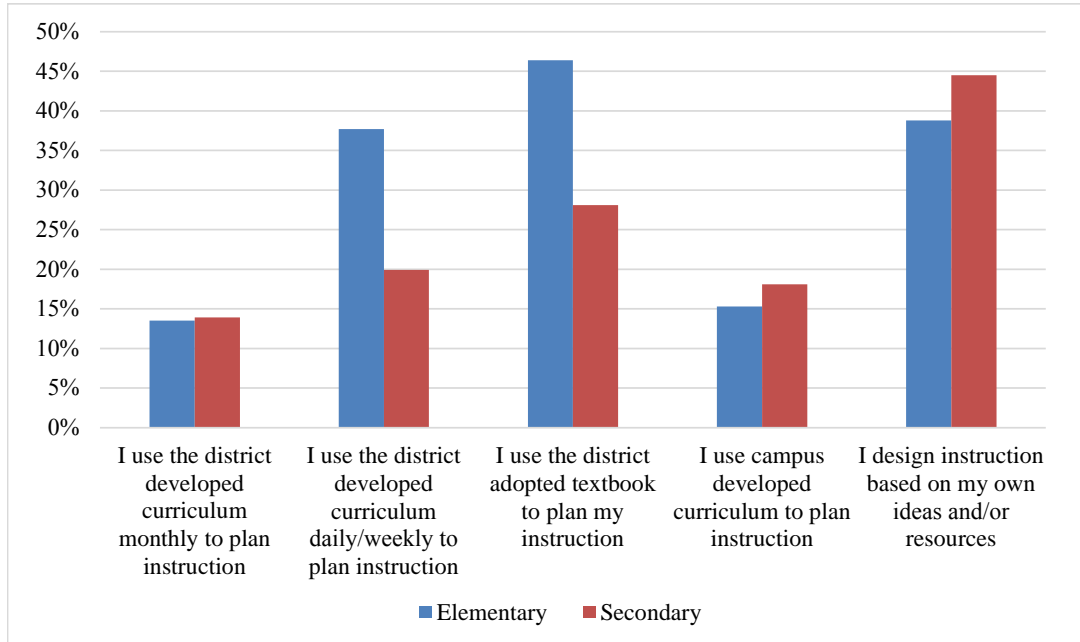
All Teacher Responses: What Teachers Use to Plan Instruction Tucson Unified School District January 2014



The auditors also looked at the data by grade level to see if there were differences in the responses. Interestingly, more elementary teachers cited using the textbook. The results are presented in [Exhibit 2.3.8](#).

Exhibit 2.3.8

**Elementary Teacher Responses: What Teachers Use to Plan Instruction
Tucson Unified School District
January 2014**



- “The old grade level standards guides [sic] most classrooms. Knowing what to teach varies between schools and even between grade levels within a school.” (Building Administrator)
- “Some schools have gone wholeheartedly for the Common Core, others are still focused on *AIMS*.” (Curriculum Personnel)
- “The *AIMS* blueprint is driving instruction right now.” (District Administrator)
- “There is no curriculum plan, no curriculum guides and maps. Five years ago all curriculum department was demolished and curriculum responsibility went to schools. They are using old standards. What is guiding [instruction] is *AIMS* and the *AIMS* blueprint.” (District Administrator)
- “We know the Common Core is here but the state assessment is based on the old Arizona standards so my teachers are teaching for our [state] test this year.” (District Administrator)

Other comments were made regarding teacher reliance on textbooks or resources to guide instruction:

- “I would say a third to one-half rely on the standards [in deciding what to teach], but they attach the standards to the book. The rest are in denial—and there is confusion.” (Building Administrator)
- “Most teachers are using the adopted texts beginning at Chapter 1 and proceeding through the text.” (District Administrator)
- “Textbook drives instruction in many areas. It is considered the curriculum.” (Instructional Support)

Others commented on the role of the principal in assisting teachers with deciding what to teach. These comments included the following:

- “How do teachers know what to teach is a key question for principals. The principal is the key.” (Instructional Specialist)
- “The principal is the key person in determining what teachers will teach.” (Instructional Support)

A number of individuals also mentioned district-developed documents, such as pacing guides or *ATI* resources, that teachers use to guide instruction:

- “Math came up with a pacing guide. Some are using it, some are not.” (Instructional Support)
- How do teachers decide what to teach? “They look at pacing calendars and benchmark testing.” (Campus Administrator)
- What do your teachers use to determine what to teach? “We use the pacing guide developed by the district.” (Building Administrator)
- “We have English and math pacing guides. But we have no set curriculum from the district level for science and social studies.” (Building Administrator).
- “How do teachers know what to teach? They look at the content, EEI, and the Danielson model.” (District Administrator)

One teacher summed up the lack of clear direction for what they should be teaching with the following statement: “We haven’t been told what to do so we decide what to do for ourselves.”

There were 60 comments made by principals on the online survey regarding what their teachers use to decide what to teach in the classroom. These comments are presented in full in the [Survey Appendix](#), but over half of the respondents mentioned using the Common Core Standards or the Arizona Standards for College and Career Readiness. A few mentioned the district pacing guides, and many also mentioned being attentive to data when planning instruction, while a few reported that teachers teach whatever they want or whatever they have taught in the past. Several also mentioned that teachers teach from the textbook. There were a few notable comments made that testified to the overall need for curriculum:

- What guides your teachers’ instruction? “At this point nothing. We need curriculum mapping.”

- “We need a district curriculum guide with pacing calendars!”

Overall, the absence of a clear definition of the content, skills, knowledge, and vocabulary all students are expected to master in a written curriculum has resulted in wide variation across the district in what teachers use to guide instruction. There is also confusion over what constitutes curriculum: state/national standards, textbooks and resources, or district-developed documents (see [Findings 2.1 and 2.2](#))?

Curriculum Coordination and Articulation

A key function of written curriculum in an effective school district is to focus and connect student learning within and across grade levels. As students progress along a sequenced continuum of learning, gaps and overlaps within that sequence must be minimized in order to maximize the effectiveness of the educational program and increase student learning. This sequence or continuum must first be defined in writing, so that it can be widely disseminated throughout the district, after which all training and support for the effective delivery of curriculum can focus on this same continuum, using a variety of appropriate strategies, approaches, and resources.

In the Tucson Unified School District, the auditors found no clear written curriculum that outlines a scope and sequence of specific student learnings by content area, grade level, and course (see also [Finding 2.2](#)). There is a resulting lack of consistency in the concepts, skills, processes, and knowledge that students are taught across the district, which is exacerbated by the plethora of resource adoptions district-wide and the high level of student mobility in most buildings. The coordination and articulation of curriculum are inadequate in design and not present in curriculum delivery, an understandable consequence in a district that has not clearly and specifically defined not only what teachers are expected to teach, but more importantly what students need to learn to be successful.³

The lack of a specific definition for the learnings students are expected to master within a specific course or grade level has resulted in teachers relying on multiple sources for guidance in deciding what to teach. Even when relying on standards, the lack of a clear definition of what mastery looks like, in specific and measurable terms, hinders consistency in the concepts, skills, and knowledge that students walk away with. To demonstrate the common lack of specificity in defining mastery, the auditors have selected a strand from the Arizona Standards for College and Career Readiness (AZCCR), as it appears at multiple grade levels. This spiraling of content from one grade level to the next is intended to demonstrate how similar the objectives are at each subsequent grade level. The strand is presented in [Exhibit 2.3.9](#):

Exhibit 2.3.9

Objective Redundancy within the AZCCR English Language Arts Tucson Unified School District January 2014

Grade level	AZCCR Standard/Expectation: Determining the meaning of a word or phrase from context
K	Ask and answer questions about unknown words in a text
1 st	Identify words and phrases in stories or poems that suggest feelings or appeal to the senses.
2 nd	Describe how words and phrases (e.g., regular beats, alliteration, rhymes, repeated lines) supply rhythm and meaning in a story, poem, or song.
3 rd	Determine the meaning of words and phrases as they are used in a text, distinguishing literal from non-literal language.
4 th	Determine the meaning of words and phrases as they are used in a text, including those that allude to significant characters found in mythology (e.g., Herculean).
5 th	Determine the meaning of words and phrases as they are used in a text, including figurative language such as metaphors and similes.

³ Although the CMIM does not specify that a single textbook or resource should be tightly held, holding onto resources loosely is only effective when the content students are expected to learn is clearly and specifically defined. Otherwise, the use of multiple resources may in fact lead to random student learnings that are not aligned to the targeted standards.

Exhibit 2.3.9 (continued) Objective Redundancy within the AZCCR English Language Arts Tucson Unified School District January 2014	
Grade level	AZCCR Standard/Expectation: Determining the meaning of a word or phrase from context
6 th	Determine the meaning of words and phrases as they are used in a text, including figurative and connotative meanings; analyze the impact of a specific word choice on meaning and tone.
7 th	Determine the meaning of words and phrases as they are used in a text, including figurative and connotative meanings; analyze the impact of rhymes and other repetitions of sounds (e.g., alliteration) on a specific verse or stanza of a poem or section of a story or drama.
8 th	Determine the meaning of words and phrases as they are used in a text, including figurative and connotative meanings; analyze the impact of specific word choices on meaning and tone, including analogies or allusions to other texts.
9 th -10 th	Determine the meaning of words and phrases as they are used in the text, including figurative and connotative meanings; analyze the cumulative impact of specific word choices on meaning and tone (e.g., how the language evokes a sense of time and place; how it sets a formal or informal tone).
11 th -12 th	Determine the meaning of words and phrases as they are used in the text, including figurative and connotative meanings; analyze the impact of specific word choices on meaning and tone, including words with multiple meanings or language that is particularly fresh, engaging, or beautiful. (Include Shakespeare as well as other authors.)

Exhibit 2.3.9 is intended to demonstrate that although the skill being taught is important at every grade level, there is very little information provided to teachers to demonstrate how a third grader's mastery of the skill differs from a fourth grader's mastery, apart from the emphasis on literal vs. non-literal language in grade 3 and the particular inclusion of mythology in grade 4. It would be inappropriate to assume that on a test of this content, fourth grade students will only encounter passages from mythology. Teachers are not provided with sample texts, nor with exemplars of how this skill is demonstrated. This leaves the interpretation of what the mastery of this standard looks like up to individual teachers, who may in fact interpret it very differently.

This lack of a clearly articulated sequence of skills within the standards documents is particularly important when a district has no written curriculum to supplement the standards documents. TUSD does not have curriculum guides that meet audit criteria, and there are many content areas for which curriculum is not available (see [Finding 2.2](#) and this finding, prior sections).

The auditors also interviewed dozens of administrators, parents, teachers, and board members and surveyed over 1,350 stakeholders in the district regarding the curriculum and its design and delivery across the district. The auditors heard many comments from various stakeholder groups that attested to the lack of consistency in what is taught across grade levels and schools, and the poor articulation among schools as students move from one grade level to the next, especially when they switch schools.

During interviews, auditors heard the following comments about the lack of articulation—the sequencing of concepts, skills, and knowledge from one level to the next—across the district:

- “Middle school students are not ready for high schools. That is an issue.” (Board Member)
- “There is no collaboration or articulation in our district at this time. We hope to see that change.” (Building Administrator).
- “There is inconsistency, schools are all doing different pacing.” (District Administrator)

There were many comments made regarding the lack of coordination and consistency across buildings in the district, or even within a building:

- “Teachers want to get together for alignment purposes, but it hasn’t been done to this point. What has been done hasn’t been systemic.” (District Administrator)
- “[There is a] lack of consistency across schools. Too much is left for schools to decide on, which makes it difficult for students who transfer from school to school.” (Building Administrator, online survey)
- “Students should be able to transfer from school to school within TUSD and have the same curricular programs.” (Building Administrator, online survey)
- “We need a district-wide curriculum so any student who transfers can do so seamlessly.” (Parent)
- “Alignment isn’t evident from campus to campus or even from classrooms on the same campus.” (Instructional Specialist)
- “There is no consistency across schools in our ELA and math curriculums.” (District Administrator)
- “Each teacher chooses their own curriculum, and that’s not fair to students.” (Parent)
- “The only thing that’s used across the district that’s consistent is the FOSS. But those rotate because there aren’t enough kits for every kid to have.” (Curriculum Personnel)
- “Teachers know what to teach—if we’re not told what to do, we decide for ourselves. Every school is doing it differently.” (Teacher)

Given the lack of written curriculum, the insufficient specificity within the standards documents, and the amount of variation in the materials and resources used by teachers, the auditors determined that curriculum is insufficiently articulated and coordinated district-wide. A major theme in open-ended responses on the online survey instrument and during interviews pertained to the lack of consistency in curriculum and instruction across the district, both related to the lack of a common written curriculum as well as to the number of resources and the different primary resources available to teachers.

Comments from interviews as well as from the survey regarding the lack of consistency included the following:

- “We’re all over the place with real curricular alignment.” (District Administrator)
- “[A weakness is] consistency in Curriculum.” (Building Administrator, online survey)
- “There are no curriculum maps or pacing guides at the high school level. There is little clarity with respect to what texts should be used and many texts are old and are not available.” (Building Administrator, online survey)
- “[There is a] lack of consistency in curriculum, no standardized curriculum.” (Building Administrator, online survey)
- “[The] district is not yet in alignment with [its] curriculum and resources.” (Building Administrator, online survey)
- “Our district needs to ensure consistency of expectations and philosophy. I think it important to be able to ask colleagues to share their experiences and best practices—that is difficult to do when we are all doing so many different things.” (Building Administrator)
- “We made a big mistake when we adopted three math curricula, particularly with our mobility.” (District Administrator)
- “There is a major weakness. There is no consistency of curriculum between schools and there is no consistency in the delivery of it. We need a tight written, taught, and tested curriculum.” (District Administrator)
- “[The] decentralization of curriculum created inconsistency.” (District Administrator)
- “Curriculum is all over the place. It has never been clearly defined in TUSD. I have no idea what my teachers are supposed to be teaching in terms of curriculum. There has never been clarity. As a teacher

myself at the high school level, we got together at my school and developed our course documents. That has never been done district-wide, as far as I know.” (Building Administrator)

It is evident that the lack of curriculum and the inadequate quality of the curriculum that does exist have contributed to perceived inconsistency in curriculum and instruction across the district. Multiple stakeholders attested to the lack of coordination and articulation of curriculum, a situation that is particularly challenging with the high mobility of students. There has been insufficient definition of what teachers are expected to teach and, more importantly, what students need to learn.

Summary

In summary, auditors found that the quality of the approved curriculum was inadequate to guide teaching. Board policy lacked specific direction for the development of curriculum documents in all subject areas and courses offered in the district as well as direction for the content of curriculum guides to ensure consistency. Job descriptions lacked a clear path of responsibility and communication regarding the design of curriculum documents. Existing documents (n=28) had an overall mean rating of 5.7 out of a possible 15 points when analyzed for specific design elements. No approved curriculum documents attained the minimum acceptable score of 12 points. About one-fourth of all teachers who responded to the teacher survey reported finding the curriculum useful for planning, while one-fifth reported finding it not useful.

Teachers reported relying most often on state *AIMS* or Career and College Readiness standards when planning instruction, on commercially produced resources and materials, or even on their own inspiration, since curriculum is considered weak or nonexistent. The lack of robust, central curriculum has contributed to the inadequate articulation and coordination of curriculum across the district and to a strong perception of inconsistency in curriculum across a number of district stakeholder groups.

Finding 2.4: The contexts and cognitive demand of sample student work and sample benchmark assessment items are inadequate to prepare students for mastery of Arizona College and Career Readiness Standards and *PARCC* assessments.

A critical premise of curriculum alignment is that the instruction in the classroom is aligned to expectations for student mastery found in both the curriculum standards and in the assessments used to measure mastery of those standards. Likewise, student work should align with district-level assessments; those district assessments should also align to high stakes assessments, to ensure that students’ performance on the local assessments is a valid predictor of their performance on high stakes assessments. The most critical role of written curriculum is providing teachers with objectives, resources, and materials to guide their instruction so that it is aligned to all assessments in use. This alignment is assured in the design of the curriculum and increases the likelihood that students will be prepared for the content, contexts, and cognitive demand of any assessments.

The auditors examined curriculum and resources used in Tucson Unified School District classrooms to determine if they adequately align to the standards and assessments. The curriculum itself was based entirely on the standards in mathematics and English language arts. Therefore, the auditors randomly collected samples of student work while visiting classrooms and conducted an examination of those documents, evaluating their alignment with the *ATI* benchmark assessments used to measure student progress in the classroom. The auditors then examined the *ATI* benchmark assessments to see if this tool is adequately aligned to the standards themselves, as well as to the *PARCC* assessments, which measure student mastery of the Arizona College and Career Readiness Standards.

In determining alignment, the auditors use three key dimensions as additional classifications in the analyses: content, context, and cognitive type. Content is simply the concepts, skills, knowledge, and/or vocabulary that are present. Context refers to how students are expected to learn or practice the content, while the cognitive type dimension refers to how students are cognitively engaged when completing the work or practicing the skill or knowledge.

Overall, the auditors determined that the samples of student work collected while in classrooms were not congruent with the content and cognitive demand found on the district benchmark assessments. The district *ATI* benchmark assessments were congruent with the state standards in content, but were not found to be adequately

aligned with the state standards in their cognitive demand. The auditors also determined that the district *ATI* benchmark assessments were congruent in content skills for English language arts in comparison to sample *PARCC* assessment items, but the district *ATI* benchmark assessments were not congruent in content skills for mathematics nor in cognitive demand for both English language arts and mathematics in comparison to sample *PARCC* assessment items. Auditors found the contexts found in the sample artifacts were not congruent with the context demands expected on the district *ATI* benchmark assessments and on the sample *PARCC* assessment items.

The analyses will be presented in four sections. These sections are: 1) the cognitive demand of classroom artifacts and their alignment with *ATI* benchmark assessments, 2) the alignment of *ATI* benchmark assessments with the AZ Standards for College and Career Readiness, 3) the alignment of the *ATI* benchmark assessments with the *PARCC* assessments, and 4) context alignment of the classroom artifacts with *ATI* benchmark assessments and the *PARCC* assessment items.

Cognitive Demand of Classroom Artifacts and Their Alignment with *ATI* Benchmark Assessments

Auditors visited classrooms throughout the district. Among other academic indicators auditors looked for in classrooms was the cognitive type students were expected to use in completing their daily work. The type of cognition is an indicator of the sort of thinking required of the learner to carry out a given task. Auditors expect cognitive types of the written, taught, and tested curriculum to be congruent so that students are not surprised by any of the cognitive demands placed on them in high stakes testing situations. Auditors collected artifacts (worksheets, tests, teacher handouts, etc.) as often as possible in the classrooms they visited. The various assignments and activities collected should reveal a range of cognitive demands so that students have ample opportunity to practice the cognitive skills they need to be successful on national, state, and local assessments.

To perform the analyses of cognitive type, auditors used the framework based on the revised Bloom's taxonomy of cognitive domains as presented in Exhibit 2.4.1.

Exhibit 2.4.1

Description of Cognitive Types in the Revised Bloom's Taxonomy Tucson Unified School District January 2014

Cognitive Process Dimension	Definition of Type	Additional Clarification Comments
Remembering	Finding or remembering information.	Answers questions that stem from prompts such as <i>list, find, name, identify, locate, describe, memorize, or define</i> .
Understanding	Understanding and making sense out of information.	Answers questions that stem from prompts such as <i>interpret, summarize, explain, infer, paraphrase, or discuss</i> .
Applying	Using information in a new (but similar) situation.	Answers questions that stem from prompts such as <i>use, diagram, make a chart, draw, apply, solve, or calculate</i> .
Analyzing	Taking information apart and exploring relationships.	Answers questions that stem from prompts such as <i>categorize, examine, compare and contrast, or organize</i> .
Evaluating	Critically examining information and making judgments.	Answers questions that stem from prompts such as <i>judge, critique, defend, or criticize</i> .
Creating	Using information to create something new.	Answers questions that stem from prompts such as <i>design, build, construct, plan, produce, devise, or invent</i> .

Auditors visited 92 sites and 1,237 classrooms during the on-site visits. The auditors randomly collected a sampling of core course student artifacts while visiting classrooms to determine to what extent these artifacts reflected the district's expectations for academic rigor. Auditors analyzed 138 student artifacts for cognitive

type, using the Revised Bloom's Taxonomy of Cognitive Process Dimensions. When artifacts required more than one type of cognition, auditors classified the cognitive domain based on the dominant activity or concept.

Exhibit 2.4.2 displays the number of artifacts collected from classroom visits by grade span (K-5, 6-8, and 9-12) and by subject. Auditors realize this was not a purposeful sampling; auditors only collected artifacts when the opportunity presented itself. This cannot be viewed as a conclusive representation of what is typical in classrooms across the district, but it does allow district leaders to see where concerns may lie, and the process can be repeated for more reliable data.

Auditors did note the source of the classroom artifacts while collecting them. Most of the artifacts collected were from textbooks, internet websites, other state education sources, and teacher blogs. Only a few of the artifacts were teacher created. Materials are expected to be from a variety of sources, but inconsistencies can result if materials are pulled from multiple places without a clearly defined curriculum in place. Without a tightly held curriculum, the materials and resources may not be congruent with assessments in content, context, and cognition. Exhibit 2.4.2 presents an overview of information regarding the samples of student work collected in classrooms.

Exhibit 2.4.2

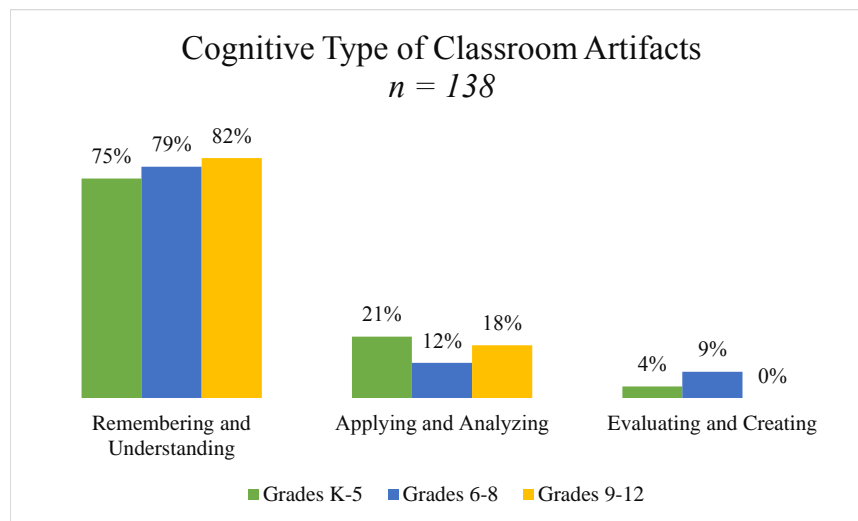
Collected Artifacts by Grade Span and Subject Tucson Unified School District January 2014

	ELA	Reading	Math	Social Studies	Science	Elective	Total
K-5	28	19	19	3	3	--	72
6-8	13	6	12	6	11	2	50
9-12	3	--	6	4	1	2	16
Total	44	25	37	13	15	4	138

Exhibit 2.4.3 displays cognitive type data from the analyses of student artifacts.

Exhibit 2.4.3

Cognitive Type of Classroom Artifacts by Grade Span Tucson Unified School District January 2014



- The largest percentage of artifacts collected by auditors fell into the Remembering/Understanding cognitive type as defined by Bloom (76 percent).
- Five percent of the artifacts collected by auditors reflected Evaluating/Creating cognitive type, the highest level as defined by Bloom.

Auditors did not collect any artifacts from high school classrooms that reflected the Evaluating/Creating cognitive type.



Seatwork at Drachman Elementary



Using kinesthetic strategies for first grade math at Maldonado Elementary

The auditors then subjected the sample artifacts to further analyses. The auditors sought to determine if the samples of student work were aligned in all dimensions. Auditors noted that the district administered the *ATI PMI* benchmark in December, before the on-site visit, and therefore expected the classroom artifacts to minimally meet and exceed the content and cognitive type of the benchmark, since they were collected several weeks after the test. Auditors expected to find a minimum of 70 percent congruence to meet the minimum audit criteria.

Appendices L and M display the auditors' analysis of the congruence between a sampling of mathematics and English language arts classroom and the district benchmark tests for grades 2 to 10. Exhibit 2.4.4 presents the summary data from the analyses.

Exhibit 2.4.4

**Overall Congruency of Classroom Artifacts to *ATI* Benchmark Assessments
Tucson Unified School District
January 2014**

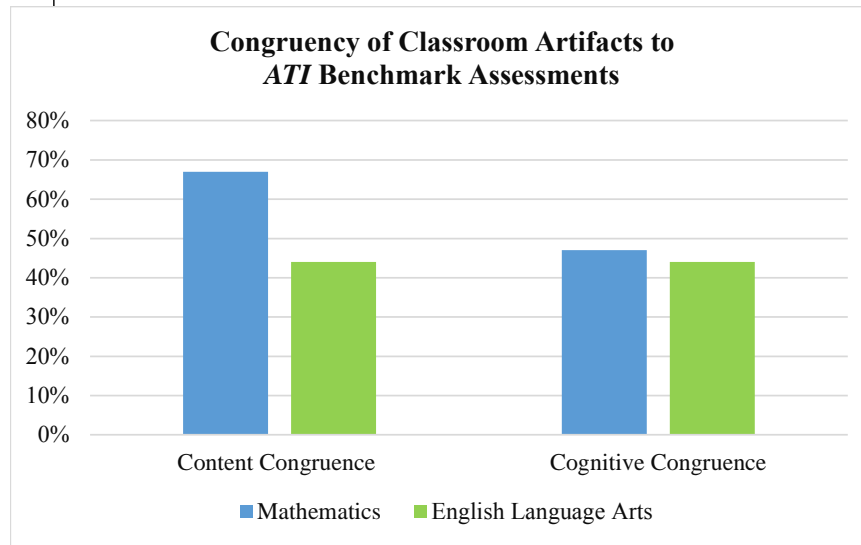
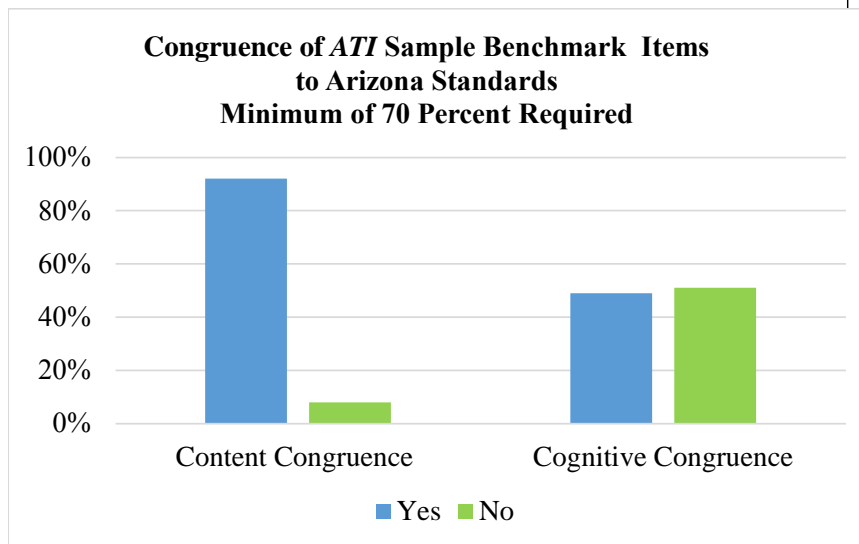


Exhibit 2.4.5

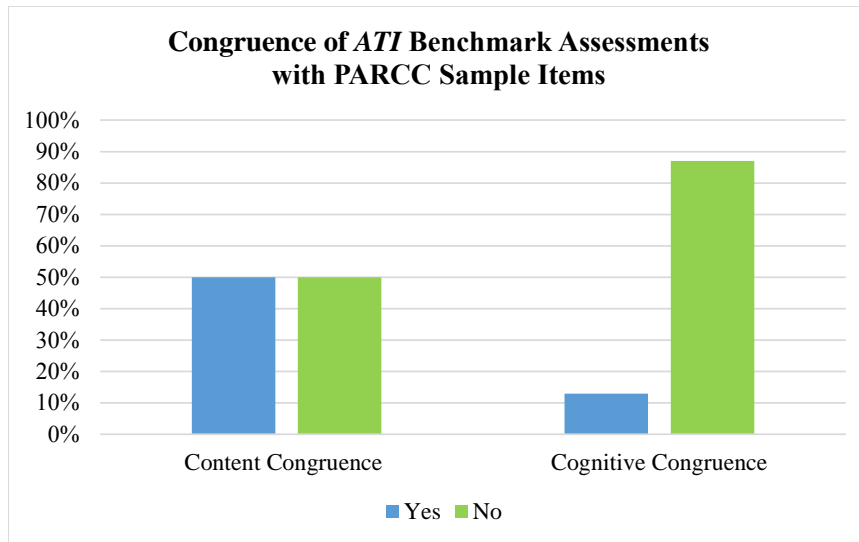
**Overall Congruency of ATI Benchmark Sample Items to Arizona
College and Career Readiness Standards
Tucson Unified School District
January 2014**



items for grades 3 to 10 in mathematics and English language arts. A summary of these analyses are presented in Exhibit 2.4.6. Auditors expected to find a minimum of 70 percent congruency to meet the minimum audit criteria.

Exhibit 2.4.6

**Overall Congruency of *ATI* Benchmark Assessments to *PARCC* Sample Items
Tucson Unified School District
January 2014**



ground students' work in lifelike situations, deepening student understanding by connecting knowledge and skill development to scenarios with which they can personally relate, as they are relevant and authentic. Real world applications also typically involve more hands-on interactions and increase students' intrinsic motivation.

Auditors analyzed all student artifacts collected during school visits for objective contexts and classified them into three domains: Real World, Test-Like, and Other Contexts. The results of this analysis are reported in simple percentages. The auditors added up the number of type of contexts and determined the percent by core subject and grade levels K-2, 3-5, 6-8, and 9-12.

The next two exhibits summarize results from the analysis of the congruency of context from 134 student artifacts collected in core classrooms only during on-site visits to 92 sites (see [Exhibit 2.4.2](#)).

[Exhibit 2.4.7](#) displays the percentages of artifacts by grade level (K-2, 3-5, 6-8, and 9-12) and context for English language arts and social studies.

Exhibit 2.4.7

Context Percent of Student Artifacts English Language Arts and Social Studies, K-12 Tucson Unified School District January 2014

Percent of Artifacts by Context for English Language Arts and Social Studies Distributed by Grade Level						
English Language Arts			Grade	Social Studies		
Real World	Test-Like	Other Contexts		Real World	Test-Like	Other Contexts
7%	81%	12%	K-2	--	--	--
10%	90%	--	3-5	--	100%	--
16%	78%	6%	6-8	17%	83%	--
--	100%	--	9-12	--	75%	25%
<i>Data Sources: Student artifacts collected in English language arts and social studies classes by auditors during classroom visits.</i>						

As can be noted from [Exhibit 2.4.7](#):

- The majority of artifacts for English language arts and social studies reflected context that is test-like in nature.
- There were small, but noticeable, percentages of artifacts that reflected real world contexts.
- Grades 6 to 8 have the most varied contexts of the artifacts collected.
- While English language arts shows minimal artifacts with real-world experience across grade levels, social studies has only one grade level observed with an artifact that reflected real world contexts.

Exhibit 2.4.8 displays the percentages of artifacts by grade level (K-2, 3-5, 6-8, and 9-12) and context for mathematics and science.

Exhibit 2.4.8

Context Percent of Student Artifacts Mathematics and Science, K-12 Tucson Unified School District January 2014

Percent of Artifacts by Context for Mathematics and Science Distributed by Grade Level						
Mathematics			Grade	Science		
Real World	Test-Like	Other Contexts		Real World	Test-Like	Other Contexts
17%	66%	17%	K-2	--	100%	--
15%	85%	--	3-5	33%	33%	33%
--	88%	12%	6-8	29%	71%	--
--	100%	--	9-12	20%	80%	--
<i>Data Sources: Student artifacts collected in mathematics and science classes by auditors during classroom visits.</i>						

As can be noted from Exhibit 2.4.8:

- The majority of artifacts for mathematics and science reflected context that is test-like in nature.
- Science had the highest percentages of artifacts that reflected real world experiences across all grade levels.
- All the high school mathematics artifacts and all the grades K-2 science artifacts examined reflected test-like contexts.

Exhibit 2.4.9 displays a summary of the auditors' ratings for Finding 2.4.

Exhibit 2.4.9

Summary of Congruency of Classroom Artifacts, ATI Benchmark Assessments, Arizona State Standards, and PARCC Assessment Sample Items Tucson Unified School District January 2014

	Content Congruency	Cognitive Congruency	Context Congruency to Real World Applications
Classroom Artifacts to ATI Benchmark			
Mathematics	No	No	No
ELA	No	No	No
Arizona Standards to ATI Benchmark			
Mathematics	Yes	No	No
ELA	Yes	No	No
ATI Benchmark to PARCC			
Mathematics	No	No	No
ELA	Yes	No	No
Total (Percent Congruent)	50%	0%	0%

As can be noted from Exhibit 2.4.9:

- Three, or 50 percent, of the items compared were found to be congruent in content type.

- None of the items compared were found to be congruent in the cognitive type required for students to master the content.
- None of the artifacts examined were found to be congruent to real world contexts.

Summary

In summary, auditors searched for content and cognitive congruence in three main areas: between classroom artifacts and district *ATI* benchmark assessments; Arizona standards and district *ATI* benchmark assessments, and district *ATI* benchmark assessments and *PARCC* sample assessments. The classroom artifacts evaluated by auditors were not cognitively demanding, and they were not aligned with the *ATI* assessments in content or cognitive type. While the *ATI* benchmark assessments do align in content with the standards used to guide instruction, they do not align with the cognitive type necessary for students to master the standard. There is a lack of congruence between the district benchmark assessments and the state *PARCC* assessments, with the exception of content congruence in English language arts. In addition, auditors examined collected classroom artifacts for context: real world applications, test-like in nature, or other context. Results of this final analysis revealed that the majority of classroom artifacts reflected test-like contexts (multiple choice, short answer). This correlates with the cognitive rigor found in student artifacts.

STANDARD 3: THE SCHOOL DISTRICT DEMONSTRATES INTERNAL CONSISTENCY AND RATIONAL EQUITY IN ITS PROGRAM DEVELOPMENT AND IMPLEMENTATION.

A school system meeting this Curriculum Audit™ standard is able to show how its program has been created as the result of a systematic identification of deficiencies in the achievement and growth of its students compared to measurable standards of pupil learning.

In addition, a school system meeting this standard is able to demonstrate that it possesses a focused and coherent approach toward defining curriculum and that, as a whole, it is more effective than the sum of its parts, i.e., any arbitrary combinations of programs or schools do not equate to the larger school system entity.

The purpose of having a school system is to obtain the educational and economic benefits of a coordinated and focused program for students, both to enhance learning, which is complex and multi-year in its dimensions, and to employ economies of scale where applicable.

What the Auditors Expected to Find in the Tucson Unified School District No. 1:

The CMSi auditors expected to find a highly-developed, articulated, and coordinated curriculum in the school system that was effectively monitored by the administrative and supervisory staffs at the central and site levels. Common indicators are:

- Documents/sources that reveal internal connections at different levels in the system;
- Predictable consistency through a coherent rationale for content delineation within the curriculum;
- Equity of curriculum/course access and opportunity;
- Allocation of resource flow to areas of greatest need;
- A curriculum that is clearly explained to members of the teaching staff and building-level administrators and other supervisory personnel;
- Specific professional development programs to enhance curricular design and delivery;
- A curriculum that is monitored by central office and site supervisory personnel; and
- Teacher and administrator responsiveness to school board policies, currently and over time.

Overview of What the Auditors Found in the Tucson Unified School District No. 1:

This section is an overview of the findings that follow in the area of Standard Three. Details follow within separate findings.

The Tucson Unified School District provides for gifted education, special education, and English language learners through a variety of models in the district. Not all of the models are offered at every school; however, the district provides transportation for students to attend the school in order to receive the service. The district has several board policies addressing equity and equal opportunity for learning and non-discrimination. The policies fail to provide specific guidance for the design and delivery of the instructional programs to ensure student success. In addition, the ESL/bilingual program uses a curriculum separate from the general curriculum, while special education material is considered to be supplemental, and gifted and talented is considered “differentiated.” Auditors identified multiple inconsistencies and inadequacies in a number of practices of these programs. Specifically, inequities were noticed in identification of ethnicities in special education and GATE. Discipline, retention, graduation, and student achievement raised concern as to the equal opportunity for all students to be successful. An expectation that every student was capable of achieving and will learn was lacking.

Auditors found that professional development is occurring in the Tucson Unified School District at the district and campus levels to varying degrees and that some components of a professional development plan are in

place. However, the current components do not provide for focused, ongoing training for all employees of the district. Additionally, there is no vehicle to ensure that initiation, implementation, institutionalization, and evaluation occur and that student performance increases as a result of improved staff performance. The Tucson Unified School District does not have a comprehensive professional development plan to provide direction for the systemic development of all district staff, or to ensure that all professional development requirements of the Unitary Status Plan are met.

Given the status of policy and plans, auditors determined that, in its present state, the design for student equity and equal access is inadequate.

The auditors found that the overall design for equity and equal access to education within the district is inadequate, especially as board policies and district plans did not meet audit criteria for designing equitable programs and processes. In spite of the fact that the district has been under court order to provide equity and equal access for more than 30 years, an adequate design for those efforts—the Unitary Status Plan—is in the first year of implementation and many necessary and required supporting plans and infrastructure have not been completed or put into place. Further, the auditors determined that delivery of equal access and equity is ineffective. The composition of the staff was inconsistent with the district's policy commitment to diversity and the court's requirement for it. Enrollments in the Advanced Learning Experiences (ALE) (e.g., University High School and Advanced Placement, honors, and gifted and talented courses) did not reflect the ethnic and gender characteristics of district students. The same is true for disciplinary actions, retentions in grade, and exceptional education placements. Achievement gaps existed among students groups and many of them cannot be closed at current growth rates in the percentages of students performing satisfactorily on *AIMS* tests. Given these facts, the audit team concluded that delivery of equal access and equity in the Tucson Unified School District is ineffective.

Finding 3.1: Direction for desired modes of instruction in governing documents is inadequate. Some elements of an instructional model are informally present, but not formalized. Auditors observed mostly large group approaches in classrooms, with varying degrees of student time-on-task.

The effectiveness of curriculum delivery is dependent on two key components: what is being taught in combination with how it's being taught. The first relates to the quality and clarity of the written curriculum, in that it provides the necessary content for teachers to teach and focuses and connects that content. The second relates to teachers' adherence to an instructional model that reflects the type of strategies and approaches known to be effective in improving student mastery of the desired skills, concepts, knowledge, and vocabulary. Curriculum delivery, however, is a fluid act that relies on teacher expertise and judgment; teachers must have the freedom to make choices on how they will teach based on data and observation in order to meet students' academic and affective needs. This freedom occurs within a framework of curriculum objectives that are tightly held—all students are expected to master the same concepts, skills, and knowledge—while allowing for teacher-level decision making and action that are loosely held and in the students' best interest. An instructional model is defined to provide teachers (especially inexperienced teachers) a model for what district leaders know to be effective, but the quality of instruction must ultimately be determined by its results—student achievement—rather than by adherence to the model. A defined model also allows district leaders to articulate other classroom-based approaches that are desirable, or even required, such as culturally responsive approaches, sheltered instruction, or flexible groupings.

In other words, a strong framework for quality instruction must be in place in the form of a rigorous, aligned curriculum (with clearly defined and specific objectives; see [Findings 2.1 and 2.3](#)) and a defined instructional model, but student learning and student needs must be the driving force behind all decisions made, whether administrative or instructional. Much of the decision making for instruction has to be based on solid information that is available frequently enough to be useful, such as from formative assessments, and on information that is diagnostic in nature. To be diagnostic, an assessment instrument must hone in on specific skills and concepts and determine the level to which students have mastered that skill or concept so that specific gaps or weaknesses in student learning may be identified. Teachers can then respond to those gaps that the assessment has identified.

Being precise in diagnosing and addressing gaps in student learning is an essential part of making the most of the overall instructional time available; it is simply more efficient.

To determine the nature of instruction in classrooms during a Curriculum Audit, and to get an accurate picture of what modes of instruction are evident, the auditors seek to collect several forms of data. These different streams of data all provide a general picture of instruction, or curriculum delivery, in the district. The first data source is classroom observations. The auditors visit classrooms for a short period of time and record observations regarding the nature of student engagement and the dominant activities students are involved in, as well as the dominant teacher activity, objective being taught, and students' level of attentiveness (percentage of students engaged or on-task).

Information is also collected regarding more rigorous cognitive engagement or critical thinking that is evident in any activity students are observed completing. The second data source is from samples of student work collected during classroom walk-throughs. When the auditors observe students completing an assignment or task, they request a blank copy to take along or take a picture of a sample or of the directions. These samples of student work are another example not only of the content students are learning, but how they are demonstrating their learning.

The final data source encompasses district documents. These documents include board policies, regulations, plans, teacher evaluation instruments, and job descriptions, among other documents, that describe what district leaders' expectations are for teaching and learning—both what is expected to be taught and how. Such documents might describe an instructional model, belief statements regarding how students learn, or a collective district philosophy concerning what effective instruction looks like.

For this finding, the auditors collected information from the documents mentioned above to create a list of district expectations for classroom instruction. They then collected observational data and the samples of student work, and compared each to these expectations. The student work is analyzed and discussed in Finding 2.4. The observational data are presented here.

Overall, the auditors found that there is only limited direction in governing documents regarding district expectations for instruction, and there is no district-wide instructional model. There has been system-wide training in the Essential Elements of Instruction (EEI), which has components of an instructional model, but the auditors found no evidence that EEI has been formally adopted or integrated into teacher evaluation and classroom monitoring. The auditors saw some evidence of engaged classrooms and examples of cognitive engagement beyond basic knowing and understanding, but more rigorous types (synthesizing and evaluating) were observed infrequently. The most commonly observed mode of teaching was whole group, direct instruction.

From various documents, the auditors found the following expectations regarding classroom instruction, displayed in Exhibit 3.1.1:

Exhibit 3.1.1

District Expectations Regarding Instructional Delivery Tucson Unified School District January 2014

Statement	Document
The mission ...is to assure each pre-K through 12 th grade student receives an engaging, rigorous and comprehensive education.	<i>Board Policy A: Vision, Mission Statement</i>
Classroom practices encourage multiple intelligences and reflect an understanding of different learning styles, both in individual and in cultural applications.	<i>Policy Regulation ADF-R: Intercultural Proficiency</i>
Modify instruction to meet the needs of each child.	<i>Teacher job description, Code 35001</i>
Implement instructional techniques to encourage and motivate students.	<i>Teacher job description, Code 35001</i>
Understand and appreciate diversity.	<i>Teacher job description, Code 35001</i>

The direction found in the documents listed in Exhibit 3.1.1 is limited, but one at least can extrapolate the general expectations that students will be cognitively challenged and engaged; their individual learning styles and preferences will be taken into account; their diversity respected and valued; and that, perhaps most importantly, instruction will be modified to meet individual needs of children. The auditors also found directives in the USP requiring culturally responsive pedagogy in every school and classroom. In reviewing the EEI, the auditors found that although the elements do represent an instructional model, the model does not support individualized differentiation, nor has it been incorporated into any policy or plan that makes its use a system expectation.

During classroom visits, the auditors collected information regarding dominant student activities, dominant teacher activity, cognitive type of activities observed, effective ELL strategies in use, and the general percentage of student oriented to their work or to the lesson. Classroom visits were short in duration and the data are only intended to reflect a snapshot of what instruction was like at a single point in time during the week of the audit. Care should be used in drawing any conclusions or in generalizing the findings, since this was only a single data collection. Trends cannot be discerned, nor is this to suggest that the auditors' observations are typical for daily instruction in TUSD. It does, however, present to district leaders what instruction did look like during auditors' visits and whether it was reflective of district expectations.

Exhibit 3.1.2 presents the categories into which auditors classified their observations.

Exhibit 3.1.2
Categories for Classroom Observation Data
Tucson Unified School District
January 2014

Teacher Instructional Behaviors	
Large Group Instruction—Teacher Centered	Refers to the teacher verbally leading the entire class through a learning activity, e.g., lecture, demonstration, overhead projector or Promethean Board. Student involvement is typically passive.
Large Group Instruction—Student Centered	Refers to the teacher leading a whole-group activity that engages students actively, such as discussion, question/answer, etc.
Small Group Instruction	Refers to a teacher working with a group of students that is less than approximately one-fourth of the number of students in the classroom. Examples include reading groups, centers, or tutoring a small group.
Individual Work	Refers to a teacher working with students individually for instruction, such as giving the student information about specific steps or actions the student(s) should use, or reviewing student work, not simply providing praise or feedback.
Monitoring	Refers to the teacher circulating about the classroom, visually monitoring the students as they work.
Other	Refers to an instructional activity not included in the classifications above, such as reading aloud or sitting at their desk. Auditors typically note what “other” refers to.
Student activities	
Large Group Work	Refers to students involved as a whole class in a common activity that could include receiving direct instruction, listening to someone read aloud, listening to a lecture, watching a demonstration, etc.
Small Group Work	Refers to students working with a group that is less than approximately one-third of the total number of students in the classroom. Examples include reading groups, centers, students in groups trying to solve mathematical or science problems by deciphering information or analyzing data, pair work in a lab situation, or the teacher tutoring a small group.
Seatwork	Refers to students working at their desks doing some type of paper and pencil textbook-type exercise or prepared worksheet.
Individual Work	Refers to students actively involved in an individual learning activity that is more cognitively engaging and open-ended, such as researching for a project, sustained silent reading of authentic literature, or a writing task.

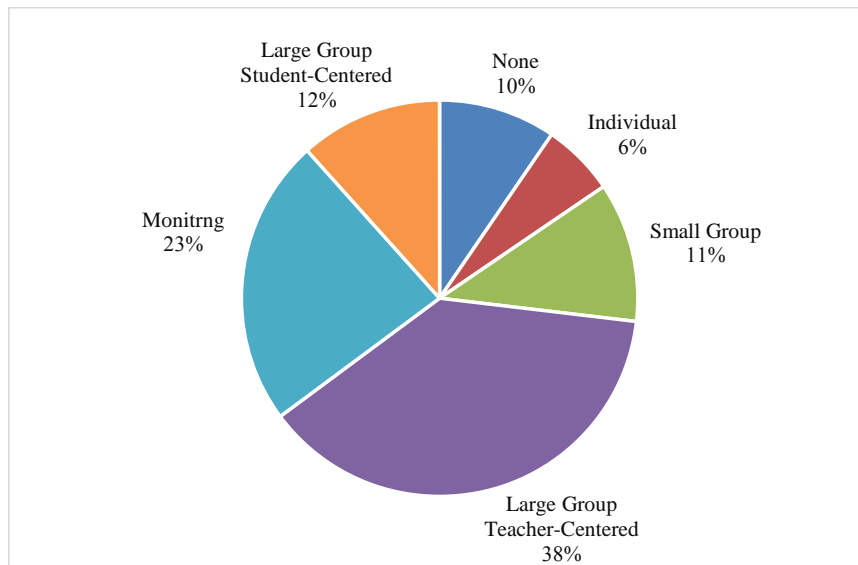
Exhibit 3.1.2 (continued)
Categories for Classroom Observation Data
Tucson Unified School District
January 2014

Teacher Instructional Behaviors

Media/Presentation	Refers to the class completing or being engaged in some type of media activity, such as oral presentations, computer research, video viewing, etc.
Other	Refers to any activity not included in the categories above, such as lab work.

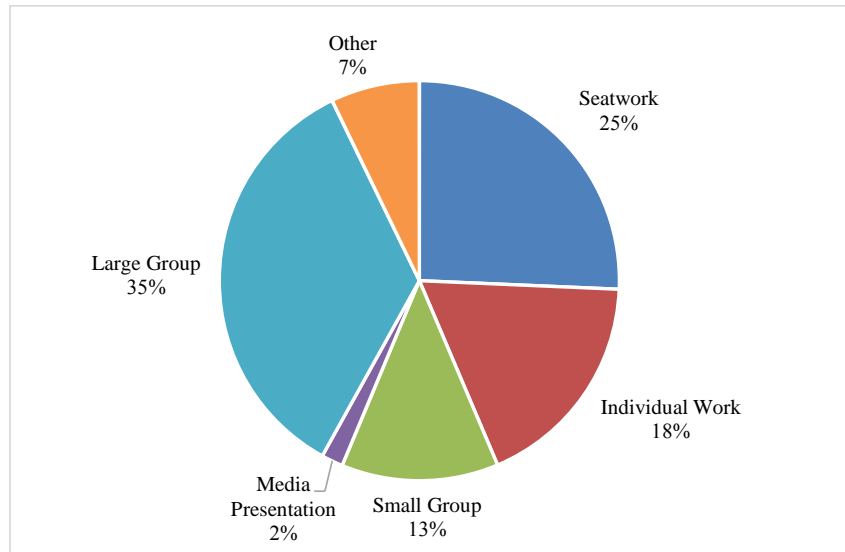
Exhibit 3.1.3 presents the data regarding the dominant teacher activity observed in over 1,230 classrooms.

Exhibit 3.1.3
Dominant Teacher activity Observed
Tucson Unified School District
January 2014



The auditors collected information on the dominant student activity in each classroom, as well. These data are presented in Exhibit 3.1.4.

Exhibit 3.1.4
Dominant Student activity Observed
Tucson Unified School District
January 2014



The auditors then collected information regarding the cognitive type of instruction observed. This information is presented in Exhibit 3.1.5.

Exhibit 3.1.5
Cognitive Type Observed
Tucson Unified School District
January 2014

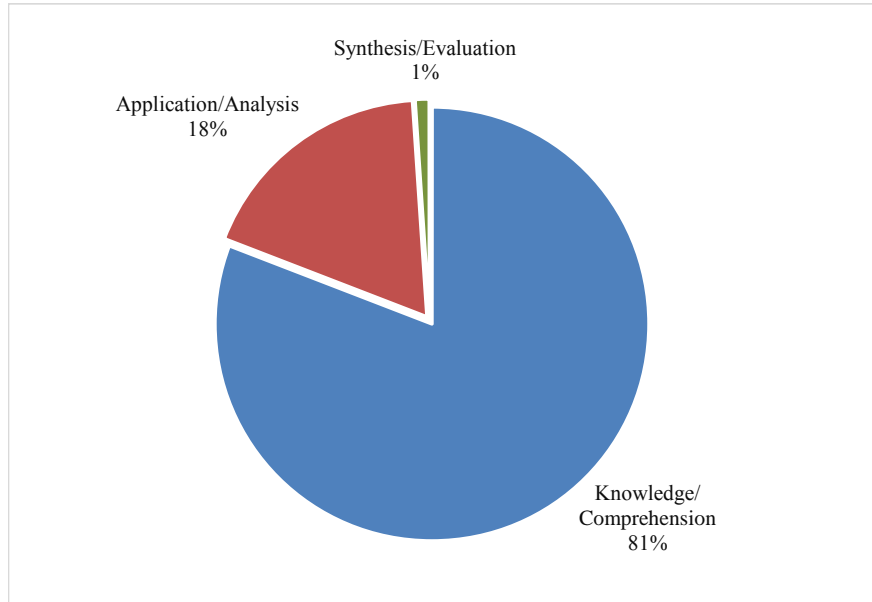


Exhibit 3.1.6

**ELL Strategies Observed
Tucson Unified School District
January 2014**

Strategy Observed	Percentage of Observations
Visual aids used	15
Slow & simple language	11
Verbal cues	10
Modeling spoken language	8
Range of reading & writing activities	6
Extra process time	6
Text preview w/ key vocabulary	5
Scaffolded writing	4
Peer support & collaboration	3
High expectations	3
Oral/written sentence stems	3
Native language help provided	3
Allowance for non-participant	3
Direct teaching of vocabulary	1
Positive feedback	1
<i>N=301 observations recorded in all classrooms visited</i>	

As can be seen in Exhibit 3.1.6, the most commonly observed ELL strategy was the use of visuals to support students' comprehension in the classroom, accounting for 15 percent of the observations. The second and third most commonly observed strategies were using slower and more simple language structures (11 percent) and verbal cues (10 percent). It cannot be concluded that these frequencies are typical; rather, the auditors suggest to district leaders that this may be an area for further study, to determine how frequently and how successfully ELL strategies are being implemented in TUSD classrooms.

The auditors heard concerns over classroom instruction during interviews with district personnel. Comments regarding a perceived lack of rigor included the following:

- “We have to have increased rigor early to get them ready for that challenge.” (Board Member)
- “Our rigor in this district has fallen below what it should be. A number of our children have left the district to attend charter schools.” (Board Member)
- “The rigor of the schools needs to be raised. The kids ought to be held accountable for their behaviors.” (Board Member)
- “We really need to increase the rigor in our curriculum, get some consistency, get some of that central support that schools really don’t have right now.” (Board Member)
- “Educationally sound practices conflict with high stakes testing. There is no depth, analysis, or problem solving in curriculum.” (Building Administrator)
- “How do we take to scale that teachers need to teach at a higher level?” (District Administrator)

Other comments were made that addressed the lack of consistency in the quality of instructional delivery, and an awareness of the need to improve instruction:

- “Our building currently lacks systems to deliver effective instruction....The current focus...is to create an effective learning environment for our students.” (Building Administrator)

- “I want to make sure what we are doing is right for kids.” (Building Administrator)
- “High levels of student engagement are my top priority.” (Building Administrator)
- “[Our focus is on] moving us away from being a tier 2 model. There hasn’t been any sound first tier instruction” (District Administrator)
- “There is a weakness in our district with consistency of instruction.” (District Administrator)
- “We have pockets of excellence, but we haven’t been able to take that to scale.” (District Administrator)

Several district stakeholders commented in particular on the Essential Elements of Instruction. The training was rolled out in the last year to all teachers; however, consistent implementation has not been verified. Comments regarding the perceived benefits of the EEI included the following:

- “EEI practices provided a strong foundation for curriculum planning.” (District Administrator)
- “There was a strong instructional planning framework with EEI training...at least it provided a common language from which to start consistency in the district.” (District Administrator)
- “EEI training gave us common language.” (School Administrator)
- “We did EEI last year. It was a big district initiative.” (Elementary Principal)

Others shared concerns about the effectiveness of the EEI training:

- “I can tell you that I see very little of EEI. I say, at minimum, I need to see active engagement.” (Building Administrator)
- “We have focused on EEI and our teachers are capable. But I think that some teachers just begin to use it when we walk in the door for walk-throughs.” (Building Administrator)
- “Mentors are interesting. They are here to support new teachers and they do not report to the principal. Yet they do their own thing. There is a district agenda and it is EEI and Danielson. I would like it to be a bit more collaborative.” (Building Administrator)

Auditors’ observations suggest that differentiation at the individual student level may not be implemented as widely as district documents would suggest. There were comments regarding a need to improve differentiation in the classroom, particularly in implementing effective guided reading (small group) instruction. A few stakeholders felt new teachers are not equipped to manage small group instruction and modalities that require different groupings of students. Concerns regarding differentiation and using interventions with students included the following:

- “Interventions are not effective—we need to improve instruction first and differentiation based on needs.” (Building Administrator)
- “We need district-wide professional development in math, differentiation, and gifted education. We are not doing well anywhere in the district.” (Instructional Personnel)
- “We need actual training, like [on] differentiation.” (Building Administrator)
- “We have a bunch of teachers that don’t know guided reading—they are coming out of the university not knowing guided reading. Especially at the lower grades.” (Curriculum Personnel)

The expectation for culturally responsive pedagogy and effective instruction for ELLs is shared among district leaders and is a requirement of the USP. Comments suggest that these strategies should be an integral part of daily instruction. A few individuals expressed concern that the current initiatives do not adequately integrate SIOP and culturally responsive pedagogy with the EEI and the Danielson framework. The auditors found no district documents or plans that link all these initiatives for teachers and principals. Comments regarding these issues included the following:

- “We do have lesson plan template with SIOP included on it. When we do trainings we infuse SIOP.” (District Administrator)

- “It (Danielson) correlates with EEI and with SIOP....The cultural piece could be stronger.” (District Administrator)
- “Because of USP, multi-culture curriculum was developed and is out there. This curriculum rolled out without alignment to Common Core Standards.” (District Administrator)

Overall, the dominant modes of instruction observed by auditors do not reflect high levels of individualized instruction. Auditors did see some evidence of ELL strategies but could not conclude if the frequency of their use is at desired levels. Rigor in classrooms was limited; students were most frequently engaged with knowledge and comprehension activities. There are elements of an instructional model within the Essential Elements of Instruction, but this model is not a formal district expectation (in writing) and its implementation was not determined to be consistent. District documents do not communicate clear expectations regarding the type of instructional approaches district leaders want to see in TUSD classrooms.

Finding 3.2: Monitoring of instruction by building principals occurs inconsistently across the district. There is inadequate direction for the purposes of and procedures for monitoring in district documents.

Academic success for students depends on two fundamental pieces: curriculum design and curriculum delivery. The first critical piece, the written curriculum, is a high priority in successful districts. The necessary complement to a high-quality written curriculum is effective delivery: how well the curriculum is delivered to students, how well that delivery is aligned to state and national standards, and, most importantly, whether or not instruction is differentiated to meet individual student needs. To ensure effective delivery of the curriculum, it must be monitored consistently and on a regular basis. As the instructional leader of a campus, the principal plays a vital role in monitoring the delivery of curriculum.

Monitoring is much more in depth than simply observing what the teacher is doing and what the students are doing during daily classroom visits. There are multiple purposes involved in monitoring. Lesson plans should be monitored and linked to curriculum guides to ensure that teachers are teaching the appropriate standards and objectives for that course or content area; that research-based, sheltered, and culturally responsive instructional strategies are being used; that assessments are varied and are appropriate to give teachers feedback regarding student learning; and that those assessment results are then used to inform instructional decision making, so student learning is maximized. Resources should be checked to assure their content is on-level, rigorous, and aligned in all dimensions with the district curriculum and required assessments.

Monitoring must begin with direction from board policy on the philosophy and purposes of monitoring instruction, the accompanying guidelines, and the results expected from implementation of the monitoring process. The elements to be monitored should be explicitly described and all campus administrators trained in the district adopted process and requirements for monitoring curriculum delivery. To inform instruction and ensure that student learning and achievement are present, principals must become skilled at analyzing the many factors involved in classroom curriculum delivery. Although teacher appraisals are an important component of school-level leadership, monitoring is fundamentally different in that it is ongoing, formative, and a process that should engage teachers and building administrators in reflective discussions regarding student learning. Monitoring should also include a review of lesson plans, ongoing analysis of the level of rigor and relevance of the work students are being asked to do, evidence of strategies and approaches that district leaders expect to see in classrooms, and frequent assessments of the alignment of classroom work with curriculum and assessments in all three dimensions (content, context, and cognitive type).

To determine the expectations for monitoring the district’s curriculum and instruction, the auditors reviewed board policies, job descriptions, appraisal instruments, district and campus improvement plans, and other pertinent district documents. The auditors visited campuses and interviewed principals, district administrators, and teachers and surveyed over 1,350 district teachers, counselors, and building-based personnel regarding monitoring frequency.

Overall, the auditors determined that the majority of principals in TUSD understand and appreciate the importance of visiting classrooms, but the frequency with which principals do visit classrooms is inconsistent, and direction for the philosophy and purposes of monitoring, as well as guidelines for how to monitor, are inadequately defined in district policy and governing documents.

Administrative Regulation GCO mentions classroom observations within the context of conducting teacher evaluations, but there is no definition for monitoring, no expectations attached to the observations, nor any process or additional requirement mentioned. *Policy CF: Principles of Leadership* delineates more formal expectations of principals and specifies their responsibility to oversee the educational program of the school and supervise staff:

“...The primary duty of a principal is to administer and supervise the instructional program....These duties include, but are not limited to, the following:

- A principal is responsible for the operation of the educational program of the school.
- A principal is responsible for the supervision, evaluation, and support of the school staff members.”

In addition to these requirements, *Administrative Regulation CF-R* also requires principals to “coach employees to focus on job tasks and behaviors.” The general requirement to monitor curriculum is present in policy, but there are no specifics as to how, how frequently, why, and with what instruments. The TUSD Principal Evaluation Process, dated April 2013, also includes the expectation that principals supervise instruction and “monitor and evaluation [sic] the impact of the instructional program.”

While visiting schools, the auditors asked principals how often they visited classrooms. Exhibit 3.2.1 presents the information collected from principals.

Exhibit 3.2.1

Frequency of Classroom Visits Reported by Principals Tucson Unified School District January 2014

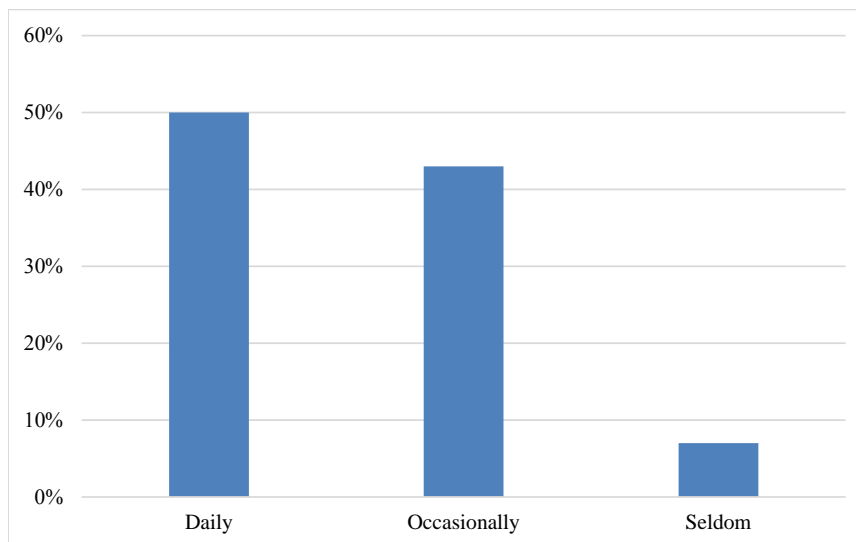
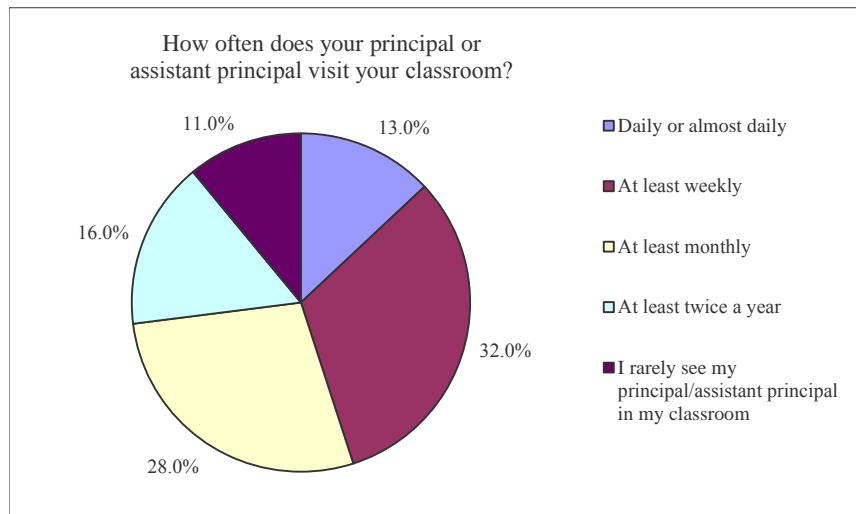


Exhibit 3.2.2 presents this information.

Exhibit 3.2.2

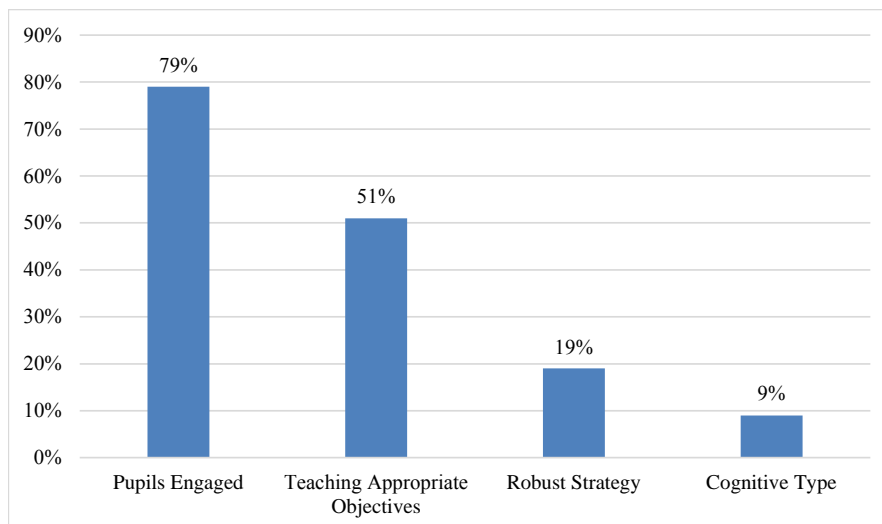
**Frequency of Classroom Visits Reported by Teachers
Tucson Unified School District
January 2014**



When in classrooms, principals reported looking for various things. These data were collected from principals during school visits by the auditors and are presented in [Exhibit 3.2.3](#).

Exhibit 3.2.3

**Things Principals Look for When Visiting Classrooms
Tucson Unified School District
January 2014**



Other comments were made by building administrators and building-based personnel that also conveyed a sense of responsibility for monitoring and for overseeing teachers and classroom instruction:

- Monitoring: “I chat with teachers before and after school.” (Building Administrator)
- “We use a walk-through protocol developed loosely around EEI. We also use TeachScape” (Building Administrator)
- “During our classroom observations we look for student and teacher engagement, energy. We also look for probing questions. We look for evidence of Spanish being spoken since we are a dual language school.” (Building Administrator)
- “I love the Danielson framework. The use of the framework during conferencing with teachers has raised the levels of our conversations.” (Building Administrator)
- “When my teachers fail, I fail.” (Building Administrator)
- “I have a responsibility for monitoring, not so much with curriculum.” (District Administration)
- “In our walk-throughs, we look for preplanning, objectives, the Essential Elements of Instruction.” (District Administrator)

As can be seen from interview comments, the expectation to be in classrooms is perceived as a responsibility and is being implemented by a number of principals. However, monitoring is not clearly defined at the system level and its delivery is inconsistent across buildings.



Marking the best answer—Marshall Elementary



Multiple choice worksheet - Marshall Elementary

Current district leadership communicated a clear goal to support principals more effectively in the future:

- “We will align and pull principals together via the academy...we will do PD, so [they] understand being a campus leader. We have the Assistant Principal participate in the ILA to build their capacity. In organizing around the [district], we convey the same message—that the district office is here to support schools.” (District Administrator)

Summary

In conclusion, there is an expectation in Tucson Unified School District that principals need to be supervising the educational program and that they should be coaching teachers. However, monitoring the curriculum is inconsistent from one building to the next, and principals cited difficulties in having time to be in classrooms because of meetings, disciplinary issues, or no building support (such as an Assistant Principal). A number of teachers reported never seeing their building administrator, while others reported seeing him or her often. Written direction regarding the philosophy, purposes, instruments, and results of monitoring is inadequate to ensure proper support and oversight of the delivery of curriculum.

Finding 3.3: District programs for exceptional education and English language learners are inadequate to provide the impetus needed to eliminate the difference in achievement among student groups District programs for gifted and talented students continue to grow, but current delivery models fail to offer equal opportunities for access.

In an effective public school system, every student has access to the programs and services available in the district. Access to these programs and services should not be determined by gender, ethnicity, disability status, socioeconomic background, or the school in which a student is enrolled. In these systems, one finds similar proportions of students by gender and ethnic origin in specific programs as reflected in the general student population. There should not be a disproportionate representation of students in advanced programs, or in retention and suspension rates, graduation rates, or identified for special programs and services. The terms *equal* and *equity* are not synonymous. While “equal” is defined as exactly the same, “equity” means fairness. The audit refers to “equity” as the allocation of resources based on need. Rather than distributing resources based on per pupil allocation formulas, equity requires that additional resources be directed to students with greater needs. Without an equitable distribution of resources, equal access to programs and services cannot occur, resulting in school systems perpetuating the disparities that a public school education was designed to ameliorate

A school system that has a strong curriculum in place is well positioned to adopt or create programs that serve to customize instructional delivery of that curriculum to meet the learning requirements of students with a variety of special needs. School systems demonstrate program definition when each program is derived from the common curriculum and developed rationally in response to a systematic identification of deficiencies in the achievement and development of all students, based on measurable standards of pupil learning (see [Finding 4.3](#)). Communication between the core curriculum program management and support programs creates a linked and focused approach to program planning, development, and implementation. District procedures, practices, and expectations for all students are critical to facilitating the design, delivery, and assessment of district programs to remove student achievement gaps.

Well-defined programs have clear goals and objectives, targeted approaches, and measurable outcomes. Cohesiveness is demonstrated when the various program effects logically relate to the common core of learnings and to each other without being redundant. Program integration is demonstrated when the outcomes of the programs support and build on each other in order to systematically foster common curriculum learnings.

A systematic and cohesive plan for program development begins with an assessment of student needs relative to a common core of learnings. This is followed by the development of program models that are congruent with and function to support and convey the curriculum, in concert with the other programmatic efforts, to meet the needs identified. A school district meeting this standard is able to demonstrate that it possesses a coherent and focused approach toward program development and implementation, and that the program efforts work in common to support and extend the comprehensive curriculum. Without program cohesiveness and integration, meaningful program evaluation becomes very complex and contributes little to rational program decision making. When programs operate without a consistent framework, the fragmentation complicates staff training efforts and increases the risk of inequities or counterproductive efforts.

To assess the status of program development in the Tucson Unified School District, the auditors reviewed documents including district plans, test data, budget documents, job descriptions, program documents, memoranda from administrators, state reports and data summaries, as well as enrollment data and other reports compiled by school district personnel. They interviewed board members, administrators at the district and school sites, teachers, and parents. Auditors visited classrooms and collected observational data at every school site in the district. . The auditors also examined district policies to identify the direction given by the governing board regarding how the need for programs is to be established (see [Finding 1.1.](#)), how the programs are to be delivered, and how they are to be evaluated (see [Finding 4.4](#)).

The auditors found that the programs in Tucson Unified School District operate as stand-alone programs with minimal interface with the regular curriculum program. Selection of materials and resources lacks coordination with the curriculum process and is not aligned with the assessments. Provision of services is mostly self-contained pull-out programs. Student achievement in the special education and English language learner

programs is below district achievement. Dropout, retention, and graduation rates are out of proportion to the special population in the district. Program planning is minimal, evaluation of the programs is not done, and the teachers are not all highly qualified to teach in the programs. There were numerous inconsistencies in the implementation of programs and practices intended to improve student achievement. The belief that every student can achieve and will achieve was not found district-wide.

The following relevant board policies and accompanying regulations were identified and are briefly summarized here. A more detailed explanation of these policies is found in [Appendix G](#).

- *Board Policy AC: Non-Discrimination* states, “Tucson Unified School District is committed to a policy of nondiscrimination based on disability, race, color, religion/religious beliefs, sex, sexual orientation, age, or national origin. This policy will prevail in all matters concerning Governing Board, District employees, students, the public, educational programs and services, and individuals with whom the Board does business.” This policy provides the legal definitions, laws, and the definitions associated with such. It further stipulates a procedure to be in place to monitor and address complaints of discrimination.
- *Board Policy ADF: Intercultural Proficiency* stipulates, “Tucson Unified School District is committed to creating and fostering a systemic educational ecology that respects the cultural diversity and inherent cultural wealth of the various TUSD communities and cultures that TUSD serves. TUSD further recognizes that culture exerts a powerful influence on teaching and learning and will therefore promote cultural understanding in all aspects of a student’s school experience by adopting curriculum, learning activities and teaching practices that lead to intercultural proficiency. All students have the opportunity to learn their cultural heritage and appreciate its uniqueness as well as that of others. TUSD will assess and hold accountable District staff for increasing intercultural proficiency and understanding that leads to academic success. In its support of multicultural education TUSD directs the implementation of programs and activities which foster recognition of and respect for, basic human rights and fundamental freedoms for all, regardless of race, gender, socioeconomic status, linguistic proficiency, language, ethnicity, national origin, religion, age, disability, sexual orientation, or gender identity/expression.” The policy defines diversity in the broadest sense and is not limiting to any population.
- *Regulation AD-F: Intercultural Proficiency* addresses the district’s commitment to diverse populations and defines equity as follows: “equity means that all individuals, the organization, and our work must be all inclusive and respective for the diverse population of which we serve.” Specific points within the regulation are found in [Appendix G](#).
- *Board Policy GBA: Equal Opportunity* emphasizes, “Discrimination against an otherwise qualified individual with a disability or any individual by reason of race, color, religion, sex, sexual orientation, age, or national origin is prohibited. Efforts will be made in recruitment and employment to ensure equal opportunity in employment for all qualified persons.”
- *Regulation GCAB-R2: Highly Qualified and Appropriately Certified Staff* directs, “Principals are required to assign teachers to only teach classes for which the teacher is highly qualified and appropriately certified. Only in an emergency situation when no highly qualified or appropriately certified teacher is available may a teacher be assigned to teach a class for which the teacher is not highly qualified/appropriately certified. In that event, the teacher must take steps to meet the requirements prior to the end of the current school year.”
- *Board Policy GCFC: Certification and Credentialing* stipulates, “Before beginning a teaching/administrative assignment in Tucson Unified School District, and in order to be placed on the payroll, a teacher/administrator must possess a valid and appropriate teaching certificate issued by the Arizona State Department of Education.”
- *Board Policy IGA: Curriculum Development* addresses the need for ongoing program of curriculum development and evaluation. The superintendent is designated as the person responsible for all curriculum development for programs.

- *Board Policy IHAA: English Instruction* provides guidance for English language learning and provision of programs, stating that the goals of Dual Language are to promote individual student achievement, to provide student full access to the curriculum, and to secure acquisition of Basic English language skills. This policy directs the superintendent to develop regulations to address services for ELLs and “establish a plan for language education which shall include the training and professional growth of employees involved in the educational programs and activities governed by this policy.”
- *Board Policy IHB: Exceptional Education Instructional Programs* requires that “A long-range plan will be the basis for providing special education services for students with exceptional needs and education requirements. These services may include specialized programs, personnel, facilities, materials, and equipment needed to promote the individual physical, social, intellectual, and emotional growth of exceptional students.” The policy directs the superintendent to develop a regulatory procedure for the implementation of the provisions of IDEA for students with disabilities.
- *Regulation IHB-R: Exceptional Education Instructional Programs*, as detailed in Appendix G, provides additional specific information related to programs for exceptional education, free appropriate public education, and Individual Education Programs.
- *Board Policy IHBA: Education of Section 504 Disabled Students* provides for district services to students who meet the definition of disabled under Section 504. The policy states that “Students may be eligible for services under the provisions of Section 504 even though they do not require services, pursuant to the Individuals with Disabilities in Education Act (IDEA).”
- *Board Policy IHBB: Gifted Talented Education* stipulates that “Gifted and talented students shall be provided with appropriate instruction and/or special ancillary services (from first grade through high school) that are designed to meet their educational needs” and “No students shall be excluded from the program(s) because of their ethnic status, handicapping condition, creed, gender, or religious convictions if they meet the eligibility criteria and have parent or guardian approval for participation.”
- *Board Policy IHBE: Parental Waiver for English Learners in Dual Language Classrooms* provides a mechanism whereby parents may seek a waiver from the requirements relating to teaching children who are English learners in Structured English Immersion. This policy addresses the request for waiver form administration as well as stipulations on when the waiver would be granted.
- *Board Policy IIB: Class Size* addresses special education: “It is the intent of the District to maintain a special education student-teacher ratio that will allow the teacher to work effectively and efficiently toward the individualized education program (IEP) objectives of each student with a disability and to work with classroom teachers to prevent learning problems whenever possible.”
- *Board Policy IJ: Instructional Materials* outlines the foundation for instructional material provisions within the district.
- *Board Policy IJJ: Textbook/Supplementary Materials Selection and Adoption* addresses the state requirement for textbooks, supplementary course books, e-textbooks, and course software.
- *Board Policy IKA: Grading/Assessment* provides guidance for grades for regular and special education.
- *Regulation IKA-R: Grading/Assessment Systems* states that the subject grade should be based upon pupil mastery of the content of the course. Grades shall be based on performance, and discipline is to be marked separately.
- *Board Policy IK-AB: Report Cards/Progress Reports* provides for student progress reporting in a timely manner to parents.
- *Board Policy IKE: Promotion, Retention, Acceleration and Appeal* states that the Tucson Unified School District is dedicated to the continuous development of each student and describes the promotion, retention, and acceleration provisions. It provides for diverse learners.

- *Regulation IKE-R1: Promotion, Retention, Acceleration and Appeal* defines the requirements for promotion from grade to grade and level to level as well as the retention, acceleration, and appeal process. Special subpopulations are not addressed.
- *Regulation IKE-R2: Competency Requirement for Promotion of Students from Third Grade* provides direction for how TUSD will address the requirement for students to be promoted from third grade based on the reading section of the *AIMS* test (see [Appendix G](#) for specifics).
- *Board Policy IKF: Graduation Requirements* defines the number of credits in specific courses that must be achieved, as well as a statement that students must “demonstrate proficiency/competency in the areas determined by the State Board of Education by achieving a passing score on established tests.” See [Appendix G](#) for specifics.
- *Regulation IKF-R: Graduation Requirements* outlines the verification of student accomplishment of subject area requirements and credits, including decisions made by IEP teams.
- *Board Policy JG: Equal Education Opportunities & Anti-Harassment* provides, “The right of a student to participate fully in classroom instruction shall not be abridged or impaired because of race, color, religion, sex, sexual orientation, age, national origin, and disability, or any other reason not related to the student’s individual capabilities. The right of students to participate in extracurricular activities shall be dependent only upon their maintaining the minimum academic and behavioral standards established by the Board, and their individual ability in the extracurricular activity.”
- *Regulation JG-R: Equal Education Opportunities & Anti-Harassment* outlines procedures for appeals.
- *Regulation JG-R: Assignment of Students to Classes and Grade Levels* addresses the process for determining placement, credit status, and assignment to a grade level.
- *Board Policy JK: Student Discipline* names the Student Code of Conduct (entitled Guidelines for Student Rights and Responsibilities) as the policy and procedures for discipline within the district.
- *Regulation JK-R1: Short Term Suspensions* provides definitions of short term suspension, the use within the district for disciplinary action, the documentation, the notice to parents and the conference, the appeals procedures, and the hearing process.
- *Regulation JK-R2: Long Term Suspensions* gives direction for long term and short term suspensions and the use within the district for disciplinary actions. This regulation defines the procedures for implementing long term suspensions, the documentation, the appeals procedures, and the hearing process.
- *Board Policy JKAA: Discipline, Suspension, Expulsion for 504 Handicapped Students* outlines the district commitment to students with disabilities and provides direction for procedural safeguards.
- *Board Policy JKAB: Discipline of, and Alternative Interim Education Placements for Special Education Students* details the process for students with disabilities as it relates to alternative disciplinary placements.
- *Board Policy KBF: Interpreter and Translator Support Services for Students and Parents/Guardians* states, “In order to ensure equal access to District education and support services, Tucson Unified School District is committed to ensuring communication with Limited English Proficient (LEP) students and their families in a language they understand.”

Overall, auditors found board policies to be inadequate for addressing the development, implementation, and evaluation of programs in the district to ensure support of the curriculum (see [Finding 1.1](#)). While board policy provides some general support for equity in the delivery of instructional programs, it is inadequate as a comprehensive guide to those who implement those programs. The policies focus on the provision of programs and legal mandates, but do not provide direction for the delivery of the programs. Furthermore, none of the policies directs the district to align these programs as true support and inclusive programs within the delivery of the curriculum.

In order to ascertain information about the interventions in Tucson Unified School District, auditors reviewed board policy and administrative regulation, job descriptions, program reports, and professional development documents; visited classrooms; and interviewed district and site staff, parents, students, and teachers. Exhibit 3.3.1 displays information regarding key documents reviewed. A full listing of documents reviewed can be found in Appendix D.

Exhibit 3.3.1

Program Documents Reviewed by Auditors Tucson Unified School District January 2014

Document	Date
2013-14 40 th Day Enrollment by School and Subgroup (Excel File)	1-28-2014
AIMS Achievement Data 5 years for District, ALE, Spec Ed, ELL, FARM	1-29-2014
ALE Access and Recruitment Plan	2-1-2014
ALE Enrollments by program types and schools Excel File	1-22-2014
ALE GATE, HONORS, AP, IB Courses and Enrollments Excel File	1-29-2014
ALE Organization Chart	2014
ALP Guidebook	2012-13 & 2013-14
Alternative Language Programs Descriptions Website	2-5-2014
Discipline Data for ELL Five Years by Gender, Ethnicity, Levels Excel File	2010-2014
Dropout Retention Data for 2008-09, 2009-10, 2010-11, 2011-12, 2012-13	Various
ELL Budget	1-30-2014
Exceptional Education Organization Chart	1-25-2013
GATE Itinerant Student Count	1-28-2014
GATE Models Description	ND
Gate Self Contained Enrollments by Schools Excel File	1-31-2014
GATE Student Growth Excel File and Email	2-3-2014
GATE Student Achievement Growth TUSD Stats Dept	1-28-2014
GATE, LAP, Exceptional Education from TUSD Website	Various
Gifted and Talented Parent Handbook	No date
HR Teachers in Non Highly Qualified Status	1-30-2014
LAD Professional Development Sessions June 2013-January 2014	2-6-2014
LAD Program Models by Schools Excel File	1-29-2014
List of Language Acquisition Materials	2-7-2014
Materials Purchased for Special Education Excel File	1-28-2014
Professional Development Materials For Checkout---GATE	No date
Software, Textbooks, Materials Requests GATE, Ex ED, ELL	1-29-2014
Special Education Budget	1-31-2014
Special Education Criteria for Referral and Place	1-28-2014
Special Education Enrollment by Ethnicity, Gender and Sub Group	1-29-2014
Special Education Primary Identification by School Excel File	1-31-2014
Student Retention Data by District, School, Program, Gender, Ethnicity Five Years	2008-2013
TUSD: Gifted and Talented Services	NA
Two Way Dual Language Program Handbook	12-2014
Unitary Status Annual Report (website)	2-13-2014

The auditors reviewed all job descriptions (see Finding 1.4). In this finding, job descriptions specific to GATE, ELL, and Exceptional Education were reviewed. Over 35 different job descriptions were reviewed, including

Exceptional Education Director, compliance coordinator, interpreter, teacher, paraprofessional, job coach, instructional specialist for exceptional education, prevention-intervention specialist, program coordinator, psychologist, Director of Advanced Learning Environment, language acquisitions specialist, and learning support specialist. The job descriptions were written in very general language; for those jobs that overlapped several areas, such as instructional specialist, the descriptions were identical except the infusion of words such as special education, ELL, or ALE.

Exhibit 3.3.2 lists the state, federal, and local programs established at the district level; the funds budgeted to provide these programs; and the funding sources. While this exhibit includes the major program funds, the listing is not intended to represent a comprehensive itemization of all the district program efforts.

Exhibit 3.3.2

Grants and Program Funds, 2013-14 Approved Budgets and Funding Sources Tucson Unified School District January 2014

Program	Funding Deseg	Funding State/ Federal	Funding Other Grants	Funding Received
Bilingual Education	\$9,584,418.77	Title III \$1,140,828.20		\$10,725, 246.77
Special Education		IDEA Basic \$9,129,605.73 IDEA CSPD Grant \$46,053.06 IDEA PreSchool \$425,426.62	Autism \$18,652.62 AZ TIERS \$11,121.72 IDEA LETRS TOT Academy \$17,041.42 IDEA Secondary Transition Mentoring Year 2 \$33,478.79 1 st Things 1 st Grant \$193,000.	\$9,901,379.96
Advanced Learning Environments	\$6,481,943		\$93,625	\$8,241,889
Totals				\$28,868,515.73
<i>Budget provided by District dated 2013-14</i>				

The information on district-wide program efforts presented in Exhibit 3.3.2 shows that \$28,868,515.73 in grant-based state and federal funding supplements the basic local budget. This significant level of funding represents a strong resource to support curriculum delivery, but the auditors found that linkages vary widely between these programs, core curriculum, and student achievement. The auditors recognize the lack of a mandate for alignment between the funding agencies and the district curriculum in board policy; however, the benefit for the achievement of students would be greatly enhanced should this occur.

Major Program Efforts

The district operates several major district-wide programs including gifted and talented, special education, Title I, ELL, and magnet school programs, as well as a variety of innovative and intervention programs (see Finding 5.3). Below are descriptions of three major program efforts funded through state and federal grants. The district is operating under a long standing desegregation order, with the latest document January 20, 2013 outlining specific compliance issues. Finding 3.5 addresses equity and issues surrounding the Unitary Status Plan. Auditors have also noted areas of noncompliance as reported in the district compliance reports. Tucson Unified School District has entered into three agreements with the Office of Civil Rights. These agreements [Instructional Services for ELLs (OCR #08955002), Interpreter/Translation Services (OCR #08011157), and Health and Human Services Meaningful Access (OCR #09-01-3298)] have been developed to ensure meaningful access to district services for limited English proficient members of the TUSD community.

Gifted and Talented (GATE—Advanced Learning Environment)

In order to ascertain the development and operation of the Gifted and Talented Education (GATE) program, auditors reviewed information provided by district staff, visited classrooms, and conducted interviews. GATE is one component of the larger Advanced Learning Environment (ALE) created through the Unitary Status Plan in 2013. Finding 3.5 presents information about the desegregation order for addressing underrepresentation of minorities, particularly African American and Hispanic students in the GATE program. This finding focuses on the GATE program services and delivery.

From district documents, the following is a description of district service delivery: “Gifted and Talented Education provides services are designed to meet the academic and social needs of identified students. Lessons integrate critical and creative thinking, along with problem solving within the content areas of language arts, science, math, social studies, and fine arts. Emphasis is placed on self-direction, flexibility, and cooperation in social and academic situations. A student who qualifies may receive services through one of the following programs.

- **Elementary Pull-out Model:** The GATE Pull-out Model is offered at all elementary schools in TUSD. A teacher with a gifted endorsement is assigned to each elementary school. Identified students are pulled from class one day per week for 30 – 90 minutes to work in cooperative and collaborative groups. All group activities are highly enriched and focus on higher order thinking skills, inquiry learning, and systems thinking.
- **Elementary Clustering, Enhanced Pull-out Model:** This nationally research-based gifted and talented model was piloted in TUSD during the 2010-11 academic year. Under this model identified students are clustered in a classroom with a teacher trained in gifted education. Not all students in the classroom have been identified as gifted, but all students in a cluster classroom have access to gifted education strategies used in that mainstream, cluster classroom. Gifted students participating in the clustering model also receive pull-out services through a once per week expanded block of up to 3.5 hours. Schools that offer clustering are Collier, Cragin, Dietz, Drachman, Dunham, Erickson, Ford, Fruchthendler, Gale, Hudlow, Miller, Robins, Warren, and Whitmore. More TUSD teachers are to receive training in hopes of expanding this program model to additional schools.
- **Grades 1-8 Self-Contained Model:** Students attend self-contained GATE classes according to a geographic feeder pattern. All students who have been previously identified are assigned to a GATE trained or GATE endorsed classroom teacher. The GATE classroom teacher incorporates gifted education strategies in all core content areas on a daily basis. Project-based learning is a major focus of the self-contained model. Currently, TUSD has four self-contained elementary sites (Kellond, Hollinger, Lineweaver, Tulley, and White) and three self-contained middle school sites (Doolen, Pistor, and Vail). Tulley is an accelerated Magnet School model. Hollinger is a Dual Language program that provides the additional benefit of instruction in both Spanish and English; all qualified elementary GATE self-contained students can apply. Pistor has both an English instruction program and a Dual Language program that provides instruction in Spanish and English.
- **Middle School GATE Classes:** All middle school students have the option to enroll in GATE classes outside of the self-contained schools. Part-time GATE resource programs are available at all middle schools. Programs typically consist of one class period daily. GATE classes may be offered in all core subject areas. GATE offerings vary from site to site in terms of service delivery.
- **High School Block:** GATE block classes for English and Humanities are offered at all neighborhood high schools for students and determined by site administration and may consist of any of the following: English, Western Civilization, Non-Western Civilization. High school students may register for GATE block classes through the registration process. High school counselors should be consulted for information on participation in GATE block classes.”

Students are initially identified for the GATE program through assessments. The assessments currently used by the GATE department include the Cognitive Abilities Test, grades 1 through 8; Raven Test of Progressive

Matrices, (non-verbal) kindergarten through 8; Otis-Lennon, kindergarten only; and SPARK (Screening Procedure and Assessment for the Recruitment of Kindergartners). The SPARK assessment is a performance-based assessment designed to identify gifted children from underrepresented populations.

The decisions on how student assessment results are reviewed for placement decisions occur in different ways. District documents provide the following regarding the placement process:

- All GATE test results are compiled and rank-ordered by the central GATE Office. The Placement Team reviews all test results. The Placement Team is responsible for reviewing all test information including teacher checklists submitted with kindergarten referrals.
- Students who score at the 97th percentile or above in any one of three areas--verbal, non-verbal, or quantitative reasoning--on any test from the State Board approved list will be considered eligible to receive services.
- All placements in self-contained GATE classes and the elementary GATE Pull-out program are approved and monitored by the GATE Office. Placements in self-contained classes in grades two through eight (2-8) are very limited, occurring as the result of student attrition.
- All students are rank-ordered by composite test score and within the district geographic feeder pattern for purposes of eligibility and placement consideration. Students are offered placement in self-contained classes based on their rank order and the number of vacancies available in their specific grade level.
- State qualified students (students with a minimum of one 97th percentile score) who are not placed in self-contained classes in grades 1 through 5 will be placed in the part-time GATE pull-out program offered at all elementary school sites. The GATE Pull-out program begins in 1st grade at all schools.
- State qualified students who are not placed in self-contained classes in grades 6, 7, and 8 will be referred to their home school for GATE resource classes offered at all middle schools.
- Self-contained elementary placement is not guaranteed for middle school classes.
- Middle schools are responsible for enrolling students in GATE resource classes.
- High schools are responsible for enrolling students in GATE block classes for 9th and 10th grade. Site administrators, teachers, and counselors are responsible for ensuring equal access for students.

One of the first questions to ask in an audit of a special program addresses the issue of the population receiving the services. Exhibit 3.3.3 displays six years of enrollment in GATE in TUSD.

Exhibit 3.3.3

**Six-Year Enrollment in GATE
Tucson Unified School District
2008-2014**

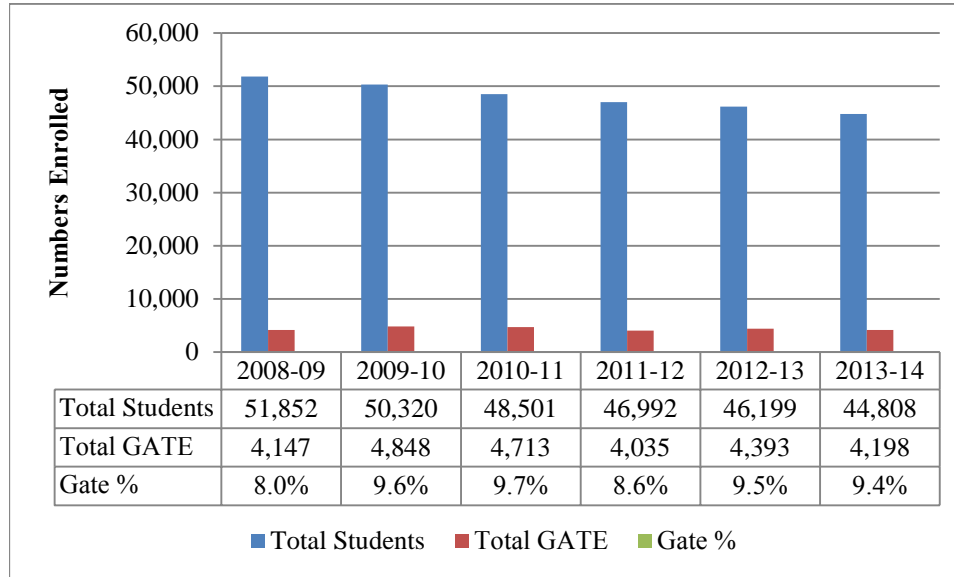


Exhibit 3.3.4 shows the ethnic enrollment in the GATE program for five years.

Exhibit 3.3.4

**Five-Year Enrollment in GATE by Ethnicity
Tucson Unified School District
2009-2014**

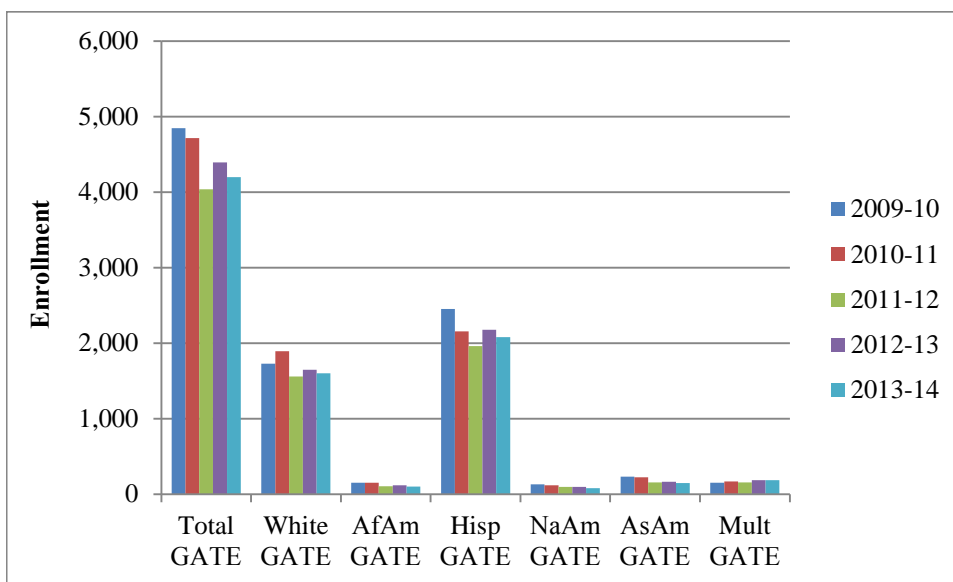


Exhibit 3.3.5 shows the specific subpopulations enrolled in the GATE program for the last five years.

Exhibit 3.3.5

**Five-Year SubPopulation Enrollment in GATE
Tucson Unified School District
2009-2014**

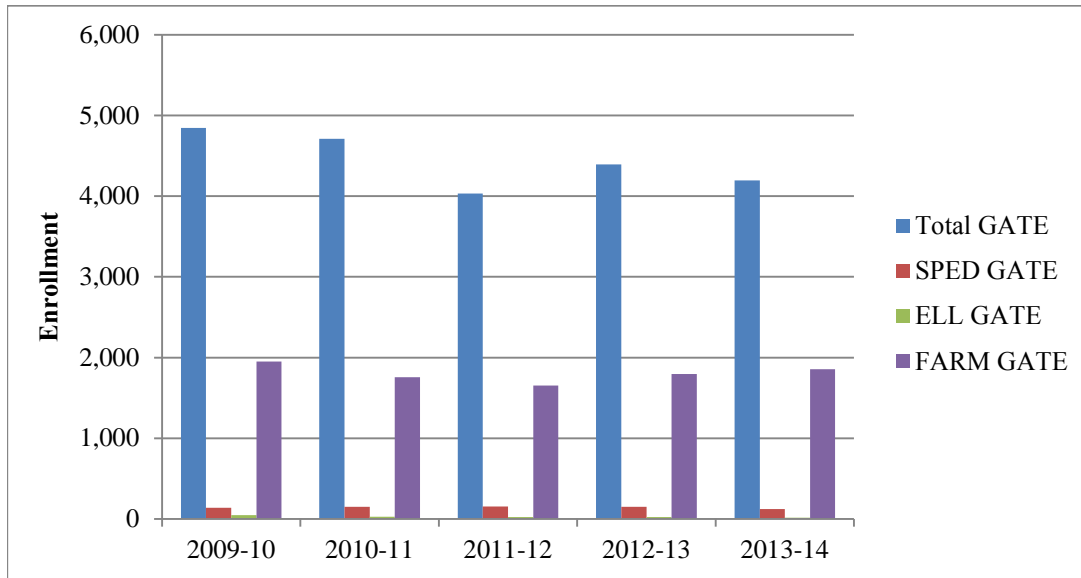
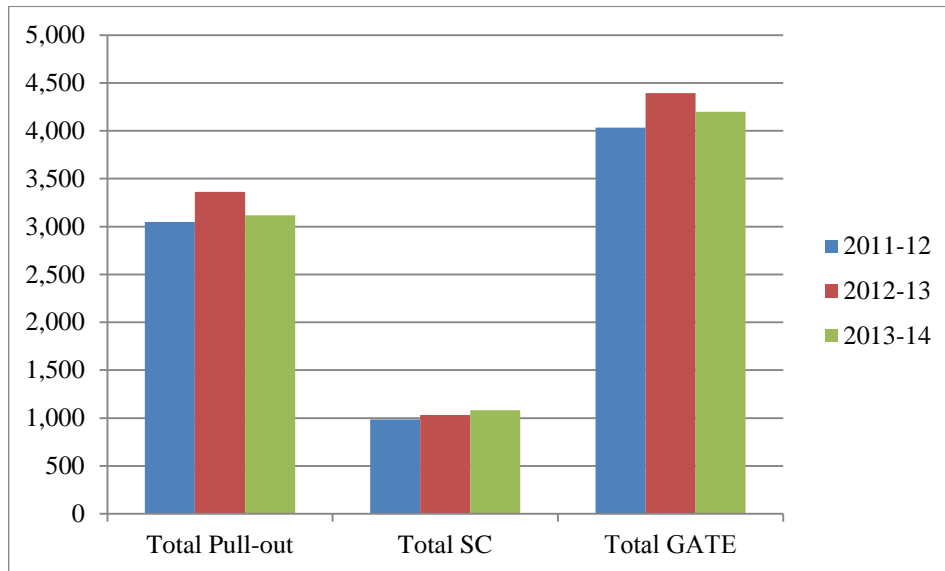


Exhibit 3.3.6 provides information regarding the numbers of students enrolled in self-contained programs in grades 1-8 and pull-out programs in grades 1-2 receiving GATE services for the last three years.

Exhibit 3.3.6

**Self-Contained (Grades 1-8) and Pull-out (Grades 1-12)
GATE Program Enrollments
Tucson Unified School District
2011-2014**



Achievement scores of GATE students were reviewed by grades 3-10 in math and reading for 2012-13. Exhibit 3.3.7 shows this information for mathematics.

Exhibit 3.3.7

**GATE Achievement in Math by Grade Level
Tucson Unified School District
2012-13**

Test Year	Subject	Test Grade	Total N	GATE N	GATE %	Non-GATE N	Non-GATE %
2013	Math	3	3954	417	96	3537	55
2013	Math	4	3896	590	94	3306	48
2013	Math	5	3865	579	92	3286	48
2013	Math	6	3607	323	91	3284	44
2013	Math	7	3620	258	96	3362	47
2013	Math	8	3630	205	98	3425	40
2013	Math	10	3415	192	76	3223	51
	Total		25987	2564		23423	
<i>Data from Accountability Office, TUSD</i>							

From Exhibit 3.3.7, the following can be noted:

- GATE students scored consistently higher in math than non-GATE students.
- GATE students performed at 90 percent proficiency at all levels except grade 10 mathematics.
- Non-GATE students scored at a higher proficiency level at grade 10 than in grade 8.

Exhibit 3.3.8 shows reading achievement scores of GATE students for 2012-13.

Exhibit 3.3.8

**GATE Achievement in Reading by Grade Level
Tucson Unified School District
2012-13**

Test Year	Subject	Test Grade	Total N	GATE N	GATE %	Non-GATE N	Non-GATE %
2013	Reading	3	3955	417	95	3538	64
2013	Reading	4	3897	590	98	3307	67
2013	Reading	5	3867	579	97	3288	70
2013	Reading	6	3600	323	98	3277	69
2013	Reading	7	3623	258	99	3365	77
2013	Reading	8	3629	205	98	3424	60
2013	Reading	10	3423	191	96	3232	79
2013	Reading	99	25994	2563	97	23431	69
<i>Data from Accountability Office, TUSD</i>							

From Exhibit 3.3.8, it is noted:

- GATE students scored above 90 percent proficiency at all levels.
- GATE students increased in percentage of proficiency until seventh grade, and then declined.
- Non-GATE students showed an up and down trend in reading from grades 3 through 10.
- At grade 10, the non-GATE students increased in proficiency while the GATE students declined.

The auditors worked with the district officials in determining the growth of GATE students in self-contained GATE programs when compared to non-GATE students in the same schools. The growth values represent the median Student Growth Percentile (SGP) for the group. In this analysis the self-contained GATE schools were split into two schools, and their letter grades were re-calculated. Exhibit 3.3.9 shows this information.

Exhibit 3.3.9
GATE vs Non-GATE Reading and Math Achievement
Tucson Unified School District
January 2014

2012-13 School Letter Grades - Disaggregated by Self-Contained GATE vs. Non-GATE Classes													
Code	School	Group	Total AIMS Passing			Median Percentual Rank of Growth			Growth + 1	FFB reduction Points	ELL Reclass. Points	Total Points	Letter Grade
			Reading	Math	Combined	Reading	Math	Lowest 25%					
173	Corbett	Non-GATE	54	33	44	55	43	54	52	0	3	99	D
173	Corbett	Self-Contained GATE	94	97	95	66	67	66	70	0	3	166	A
233	Hollinger	Non-GATE	66	53	60	47	52	60	63	3	0	119	C
233	Hollinger	Self-Contained GATE	98	93	95	70	53	4	31	3	0	138	B
281	Lineweaver	Non-GATE	66	56	61	38	56	37	51	3	3	113	C
281	Lineweaver	Self-Contained GATE	99	98	99	60	73	93	70	3	3	180	A
419	Tully	Non-GATE	68	49	59	47	45	50	46	3	0	110	C
419	Tully	Self-Contained GATE	98	98	98	64	65	67		3	0	164	A
505	Doolen	Non-GATE	63	43	53	48	53	50	58	3	0	109	C
505	Doolen	Self-Contained GATE	99	100	100	67	79			3	0	174	A
527	Pistor	Non-GATE	67	38	53	47	47	50	47	0	0	102	C
527	Pistor	Self-Contained GATE	98	94	96	48	47	41	33	0	0	139	B
555	Vail	Non-GATE	65	37	51	44	39	44	46	3	0	98	D
NOTE: The data is based on Betebenner's growth model http://www.azed.gov/research-evaluation/files/2013/11/2013-a-f-technical-manual.pdf By way of understanding this exhibit, the Betebenner's growth model was utilized to determine the school letter grade formula. Statewide distribution of Composite and Growth Points for the 1,665 schools evaluated by the ADE last year show the statewide median composite score was 74, and the statewide growth score was 52. Additionally, 67% of all schools (or roughly the first standard deviation) earned between 44 and 60 growth points, 16% earned 43 or fewer, and 17% earned 61 or more points. Given what is known about the statewide growth-points distribution, it is expected that groups of students who are keeping up with their statewide peers to have a median SGP of approximately 52. And, that if the group is below 44 or above 60, they are statistical outliers (above or below the approximate first standard deviation).													
Explanation and data provided by TUSD stats department.													

From Exhibit 3.3.9, the following is noted:

- Corbett Elementary (note, the school was closed last year and transferred the GATE program to Kellond Elementary) had a median SGP of 52 for their non-GATE students and 68 for their GATE students. However, because of the overall poor performance in math (33 percent passing) for their non-GATE students, that group would have earned a D letter grade when growth and achievement are combined.
- A similar growth gap, where the non-GATE students perform near the statewide median, and the GATE students perform above the first standard deviation, is observed at Lineweaver and Tully Elementary schools. However, at these schools, the non-GATE students performed better in math, resulting in hypothetical C letter grades for the non-GATE students and A letter grades for the GATE students.
- Hollinger is an outlier among the elementary GATE schools. While the non-GATE students at the school scored a median SGP of 56 (slightly above the statewide median), the GATE students scored only 40 points, meaning they are falling significantly behind their academic peers statewide.
- At the middle school level, the non-GATE and GATE performance of the Doolen students mirrors that of the majority of elementary GATE schools. However, the GATE growth at Pistor and Vail, like that observed at Hollinger, is surprisingly low. Not only is the GATE median SGP below the non-GATE median, but in both cases, the GATE students fall outside the first standard deviation below the statewide mean.
- The poor growth performance of the Vail GATE students is particularly disturbing because this school serves a more affluent population of students than the other GATE middle schools, and these GATE students had the lowest growth of any group of kids in this analysis, including the neighborhood non-GATE kids at Pistor.

In reviewing the curriculum for GATE, auditors were informed that a committee had developed a scope and sequence chart in 1988. The curriculum since that time has been largely determined by the schools with recommended resources and materials from the administration. Auditors requested a listing of resources and materials utilized in the program but were informed that since schools and classrooms made those decisions, no central list was available.

Additionally, the audit team requested data on the certification of teachers providing GATE services to students in the district. Through interview data, auditors found that not all teachers providing services in the GATE program held appropriate certification, but the district provides multiple opportunities for teachers to gain such expertise. A review of documents and additional interviews failed to provide specific numbers of non-certified GATE teachers, a listing of the opportunities for training, and the current status of GATE teachers. One explanation for this was given by an interim director explaining that the GATE program had not been updated, was in a constant state of change due to the Unitary Status Plan, and was being reconstituted within the Advanced Learning Environments programs. This same director indicated that data and documents were difficult to find regarding the development and delivery of the GATE program. Decision making for the program had been held tightly by past administration and schools, and evidence regarding the process was not available.

During interviews with district and school administrators, teachers, parents, and board members, auditors received the following representative comments regarding the GATE program:

- “There is nothing in writing, no documents that present the rationale or criteria for the GATE program.” (District Administrator)
- “Once you are in the program (GATE), you are in it through eighth grade.” (District Administrator)
- “The GATE handbook was last updated in the ‘90s. We found a folder with lots of documents in it. We do not have a program guidebook.” (District Administrator)
- “When I looked at all our programs, every level has different materials, books, etc., as there is no set of cohesive standards. In one level, I saw the novels matched the topic but not the level it should have been. There are gaps in GATE to be addressed.” (District Administrator)

In summary, GATE is one programmatic piece of the Advanced Learning Environments (ALE) program offered by the district. The overall discussion of equity issues in the total ALE program is found in Finding 3.5. The GATE program is provided in Tucson Unified School District with several service delivery models. Not all service models are provided at every school. Not every student identified as GATE has the opportunity to enroll in a self-contained GATE program because of the qualification criteria, number of students who are eligible, and the number of available classes. In order to participate in the GATE self-contained program, students may need to attend a school outside their assigned school, as the self-contained classes are not offered through district-wide classrooms. Furthermore, once a student is identified as GATE in elementary school, he or she remains identified through grade 8, leading to a waitlist for these classes. Few students enter the GATE program as a result of the lack of vacancies. The largest ethnic subgroup in the GATE program is Hispanic students. The white population continues to increase in GATE enrollment, even as there is a declining white population in the district general enrollment, while the Hispanic population does not show the same trend. Students enrolled in the GATE programs perform well in math and reading until tenth grade, and then show a slight decline. At the same time, the non-GATE students show an increase in proficiency at the tenth grade. When comparing the growth performance of the self-contained GATE students to the non-GATE students at the six self-contained classroom schools, auditors noted that some of the GATE students demonstrated performance higher than one standard deviation above the average student growth norm. However, this was not evident across the entire GATE self-contained programs, indicating a lack of consistency in GATE programs to afford all GATE students appropriate gains in their student achievement.

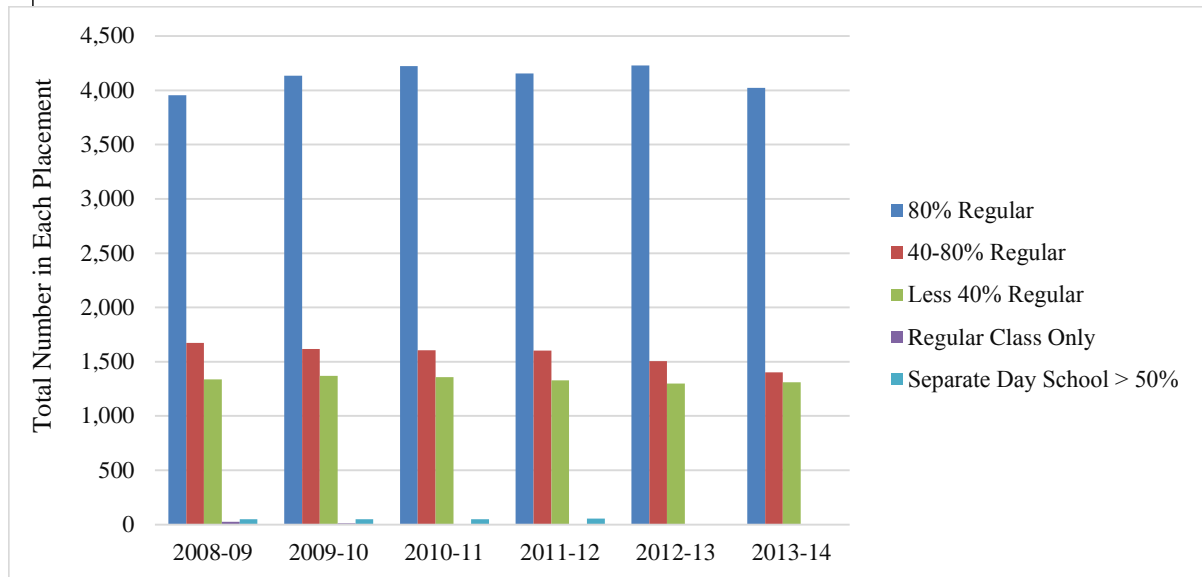
Exceptional Education Program

The Tucson Unified School District provides programs for students with disabilities. The program and students are identified as Exceptional Education in TUSD, even though many data reports utilize the federal term “students with disabilities” and state data term “special education (SPED)”.

Exceptional education programs in TUSD are organized as either inclusive, pull-out or self-contained programs. Not all of the categorical programs are offered at each school. Inclusion is the district’s name for a collaboration class in which the student attends regular education with an exceptional education collaborating teacher and/or paraprofessional in the regular classroom. According to federal guidelines, that is one of the least restrictive environment options. If a student needs a resource program in which he or she receives instruction from the exceptional education teacher for a particular content area, the district provides this service at every school. District officials in the office of exceptional education identified increasing the number of learners who receive their education in the regular classroom as a priority. The district was asked to provide the service delivery options available within each school; however, these data were not provided to the auditors. Instead, the district provided the federal report from December 2013, indicating the summative service delivery options for the district. These options are shown in Exhibit 3.3.10.

Exhibit 3.3.10

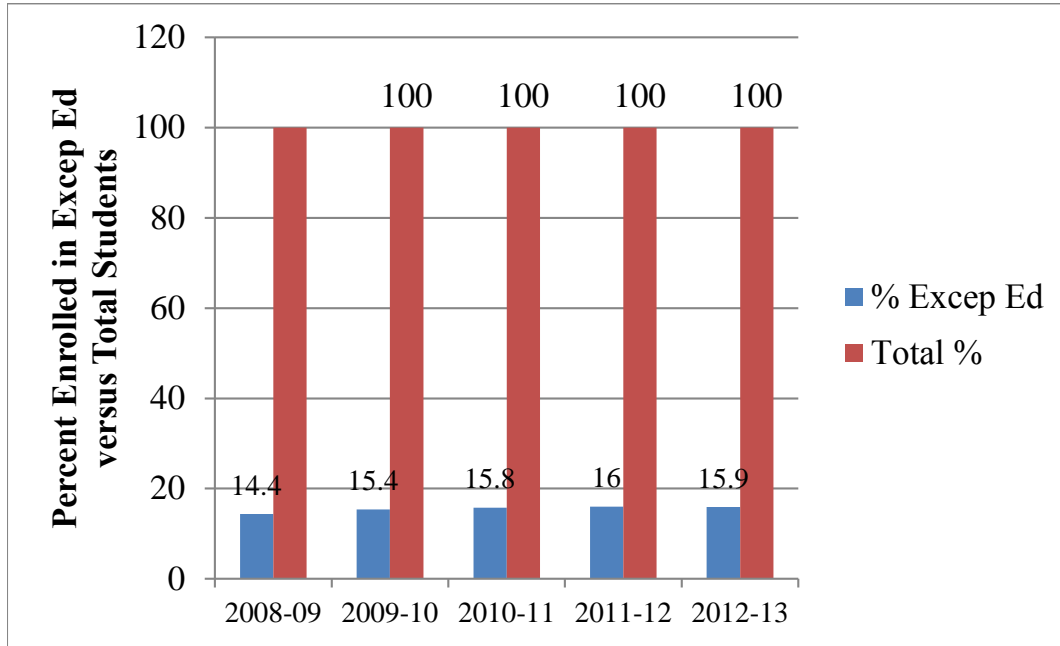
**Exceptional Education Service Delivery Classrooms
Tucson Unified School District
2008-2014**



The audit team reviewed documents and interviewed administrators and teachers regarding the numbers of students identified as exceptional education. The number of students eligible for exceptional education programs in the Tucson Unified School District is between 15 and 16 percent of the district enrollment. Exhibit 3.3.11 shows the enrollment over five years.

Exhibit 3.3.11

**Exceptional Education Eligibility and Total Student Population
Tucson Unified School District
2008-2013**



Gender demographics of students eligible for exceptional education are shown in Exhibit 3.3.12.

Exhibit 3.3.12

**Gender of Exceptional Education Students
Tucson Unified School District
2009-2013**

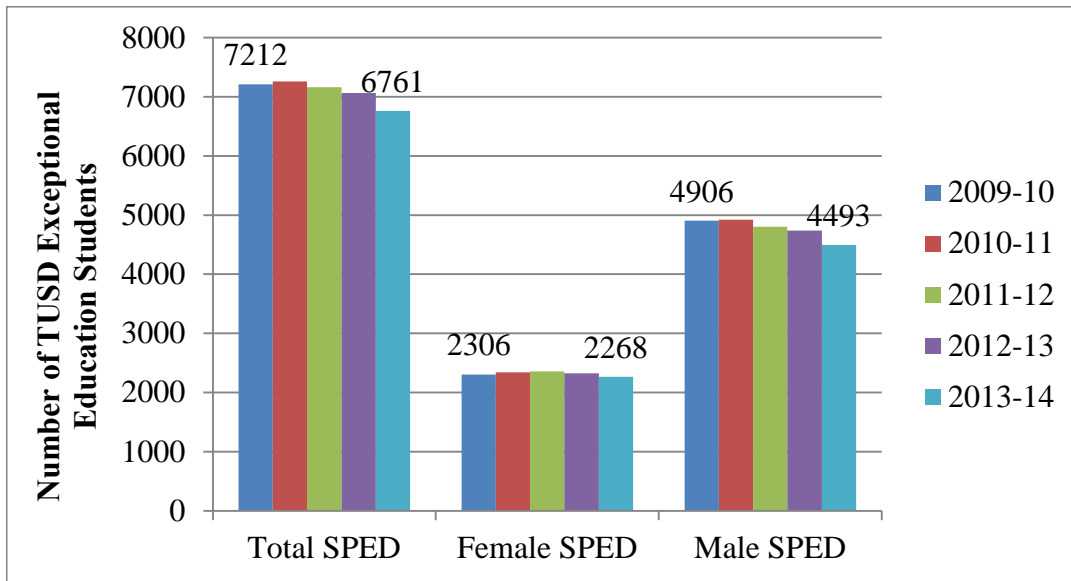


Exhibit 3.3.13 displays the ethnicity of the students identified as exceptional education for the past five years.

Exhibit 3.3.13

**Ethnicity of Exceptional Education Students
Tucson Unified School District
2009-2014**

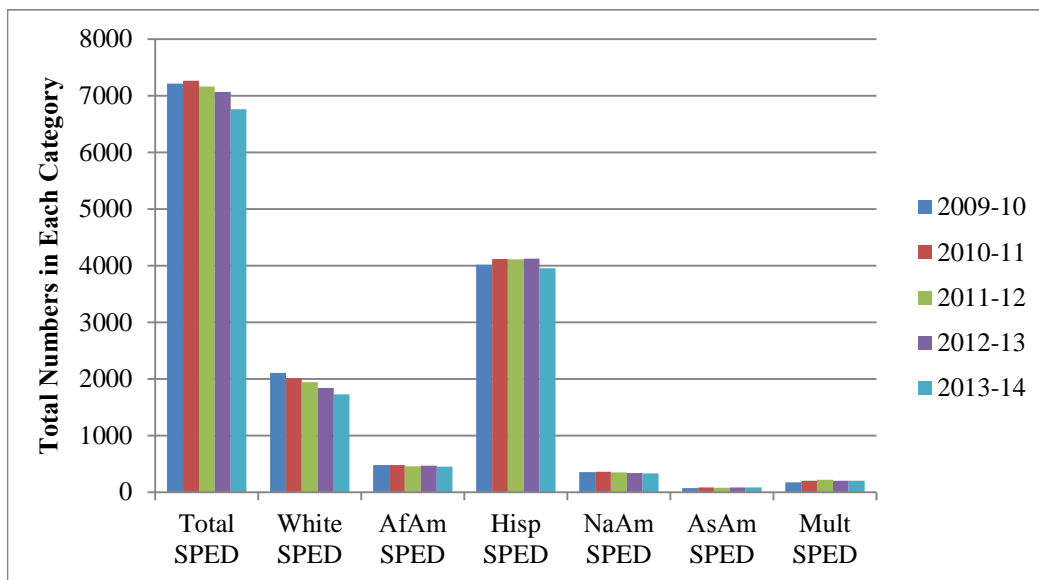


Exhibit 3.3.14 compares the percentages of the ethnic subgroups identified as exceptional education to the percentage of the ethnic subgroup in the TUSD population for 2013-14.

Exhibit 3.3.14

**Ethnic Percentages in Exceptional Education and District
Tucson Unified School District
2013-14**

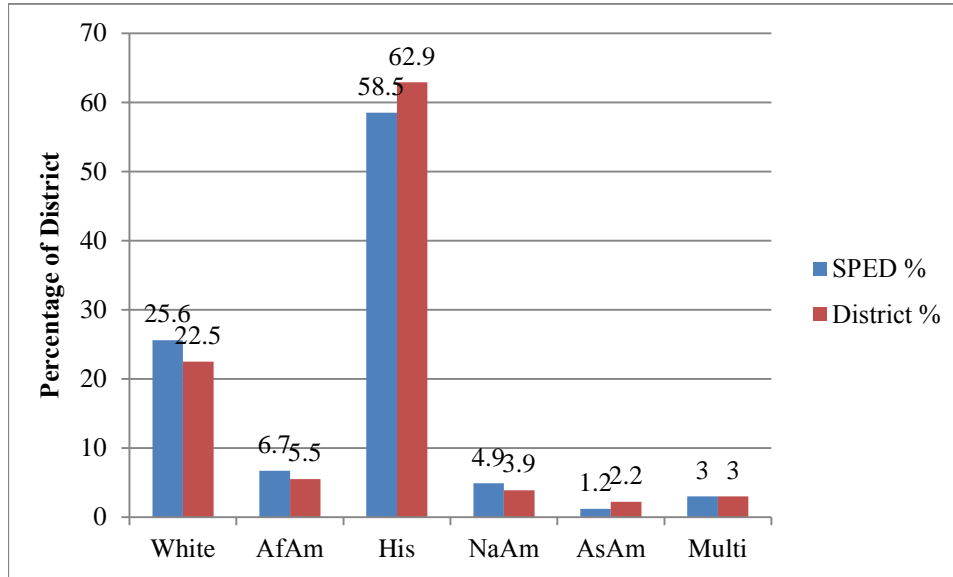
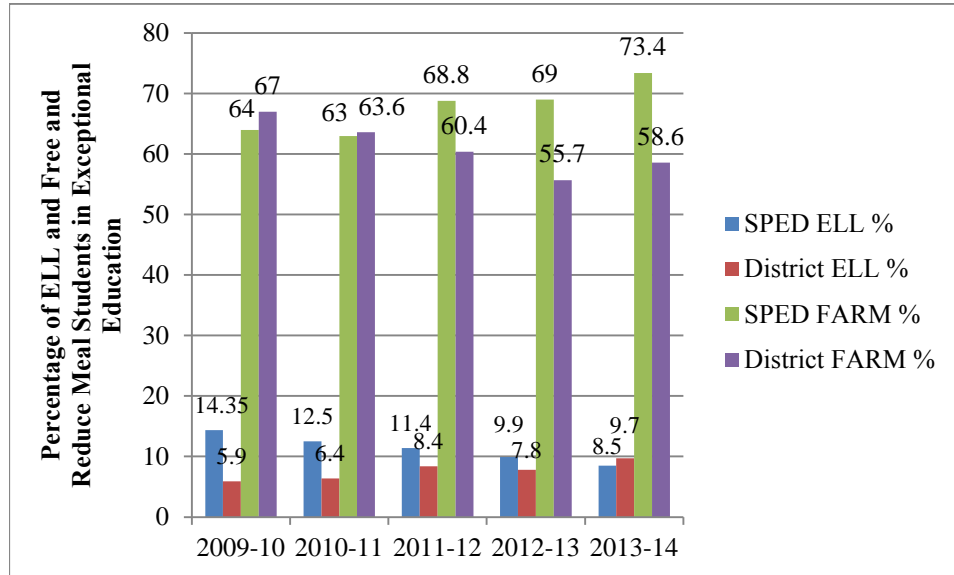


Exhibit 3.3.15 shows the percentage of English language learners and of free and reduced meal students who are enrolled in exceptional education.

Exhibit 3.3.15

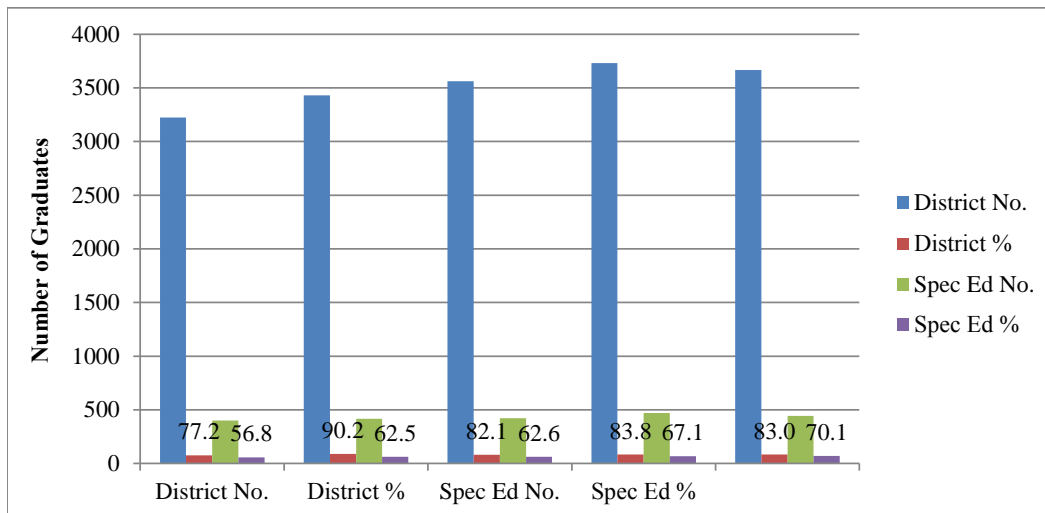
English Language Learners and Free and Reduced Meals Enrollment in Exceptional Education Tucson Unified School District 2009-2014



An area of exceptional education that has been identified as a concern is the graduation rate of exceptional learners. Exhibit 3.3.16 shows five years of exceptional education graduation rates.

Exhibit 3.3.16

**Exceptional Education Graduation Rates
Tucson Unified School District
2008-2013**



The auditors reviewed information obtained from the TUSD Statistics and Accountability Office regarding district and exceptional education retentions and dropouts. Exhibit 3.3.17 displays the data on exceptional education retention for five years compared to district retention.

Exhibit 3.3.17

**Retention of Exceptional Education Students
Tucson Unified School District
2008-2013**

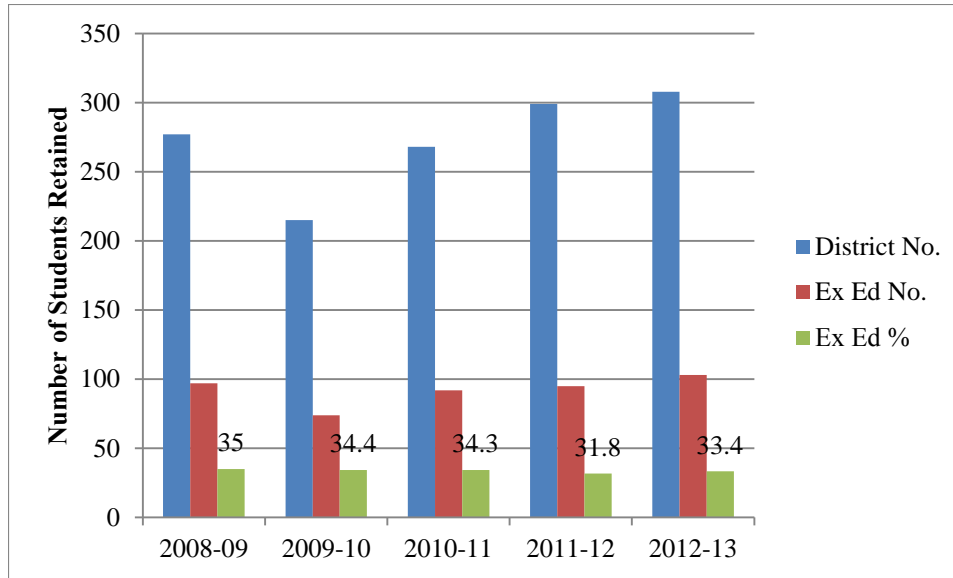
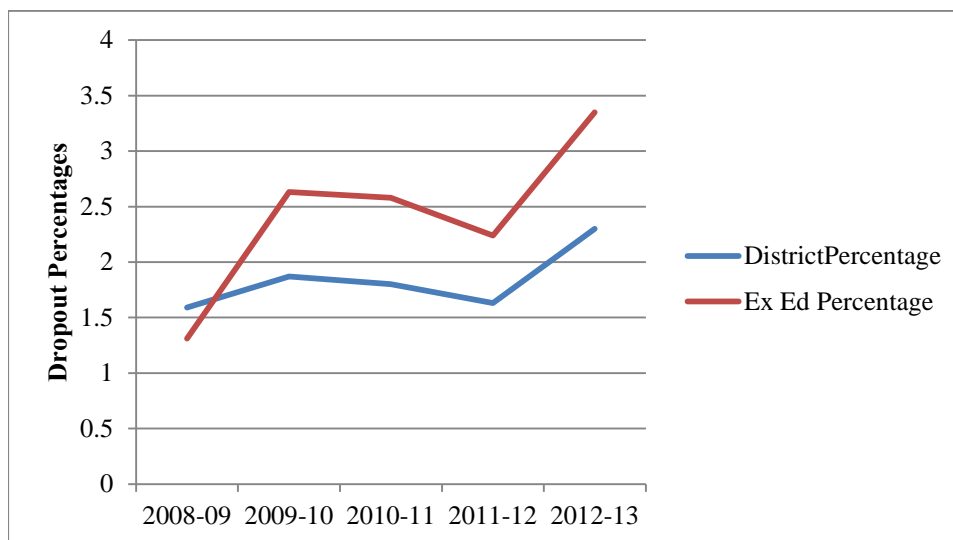


Exhibit 3.3.18 displays data on the exceptional education student dropout rate compared to the district dropout rate for five years.

Exhibit 3.3.18

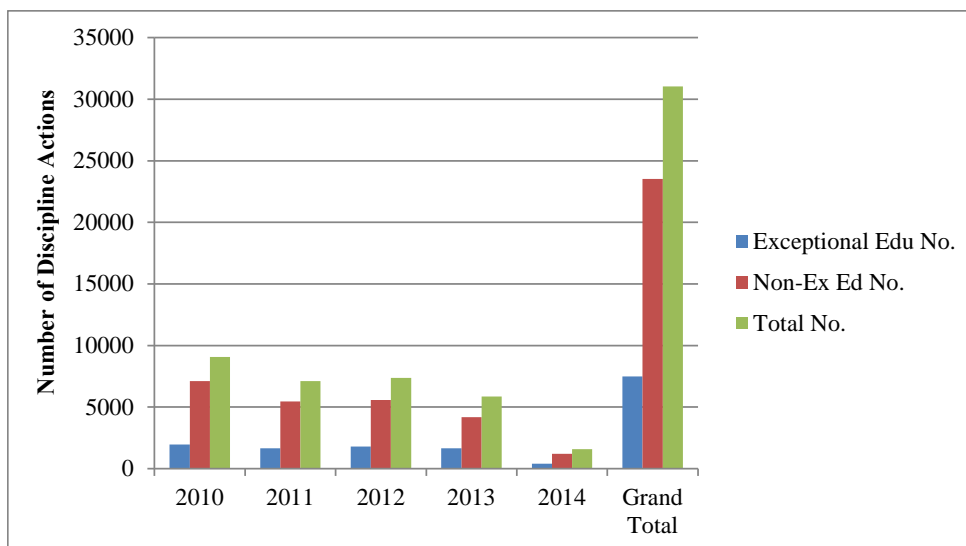
**Exceptional Student Dropout Rates Compared to District Rates
Tucson Unified School District
2008-2013**



Auditors were also provided with discipline data for exceptional education students for five years. Exhibit 3.3.19 shows this data.

Exhibit 3.3.19

**Discipline Data for Exceptional Education
Tucson Unified School District
2010-2014**



Additionally, auditors reviewed data relative to the student achievement of exceptional education learners for the past five years. Exhibits 3.3.20 displays achievement data for exceptional learners in reading for the previous year.

Exhibit 3.3.20

**Reading Achievement Data for Exceptional Education
Tucson Unified School District
2012-13**

	Grade Level	ExEd No.	Ex Ed %	Non-ExEd No.	Non-ExEd %
Reading	3	527	26	3428	74
Reading	4	572	32	3325	79
Reading	5	548	32	3319	81
Reading	6	478	27	3122	79
Reading	7	482	42	3141	84
Reading	8	499	22	3130	69
Reading	10	373	35	3050	86
Reading	99	3479	30	22515	79
<i>Data from Accountability Dept, TUSD</i>					

From Exhibit 3.3.20, it can be noted:

- Exceptional education students score significantly lower scores than non-exceptional education students in reading.
- Exceptional education students' percentages increased from third grade to fourth grade (26 percent to 32 percent).
- Exceptional education students stayed at the same achievement percentage in fourth and fifth grades with no increase.
- Exceptional education students showed a decrease in reading scores from fifth to sixth grades.
- Exceptional education students' percentages showed an increase from sixth grade scores to seventh grade scores (27 percent to 42 percent).
- There was a decrease from 42 percent to 22 percent in scores from seventh grade to eighth grade for exceptional education students.
- There was an increase from 22 percent to 35 percent in exceptional education student scores from eighth grade to tenth grade.

Thus, in reading, exceptional education students' achievement in reading was well below their peers in all grades. The scores did not exhibit a gradual increase in achievement from third grade to tenth grade; rather, there were three grades in which the exceptional education student achievement declined from the previous grade level.

Exhibit 3.3.21 displays achievement data for exceptional learners in mathematics for 2013.

Exhibit 3.3.21

Mathematics Achievement Data for Exceptional Education Tucson Unified School District 2013

	Grade Level	Total No	Total %	ExEd No	Ed Ex %	Non Excep No	Non-ExEd %
Math	3	3954	60	526	26	3428	65
Math	4	3896	55	570	21	3326	60
Math	5	3865	55	547	17	3318	61
Math	6	3607	48	488	12	3119	54
Math	7	3620	50	480	14	3140	56
Math	8	3630	43	500	11	3130	49
Math	10	3415	52	372	10	3043	57
Math	99	25987	52	3483	16	22504	58
Data provided by TUSD Accountability Office							

The following is noted from Exhibit 3.3.21:

- Except for a slight increase in percentage at the seventh grade level, the exceptional education students' scores decrease as they advance to higher grade levels.
- From third grade to tenth grade the percentage of exceptional education scores on *AIMS* mathematics decreases from a high of 26 percent to a low of 10 percent.
- The highest percentage of exceptional students achieving at grade level was third grade with 26 percent.
- The lowest percentage of exceptional students achieving at grade level was tenth grade with 10 percent.

Using the identified subgroups in Tucson Unified School District, a "years to parity" comparison was made of the percent passing the state's *AIMS* test in language arts and math. Years to parity is a numerical estimate of the predicted trend of measured achievement differences between two or more groups with two or more years of testing data. Assuming that poverty, race, gender, or other ethnic or demographic differences should not predict differences in achievement levels, conventional wisdom is that group differences in achievement are the result of disparate, inadequate, or ineffective educational experiences rather than ethnic or demographic characteristics. The expectation in curriculum management auditing is that all such groups should achieve at comparable levels—demonstrating parity or equivalency in achievement, if not at the time of measurement, then with intervention at some demonstrable and reasonable future point in time.

If differences are observed between groups, it is important to determine what the system is doing in regard to such differences and also to determine what progress is being made, if any. If achievement trends indicate disparities among or between groups and those trends continue without intervention, it is likely that the disparity may continue at the same ratio.

The auditors calculated years to parity, or the amount of time needed to close the achievement gap. The rate of change of the lower performing group must be higher than the rate of change of the comparison group in order for the gap to be closed at some point in the future. If the rate of change of the lower performing group is equal to or less than the rate of change of the comparison group, then the gap will not be closed. To calculate the rate of change for both groups in the comparison, the auditors subtracted the mean score of the lower scoring group from the mean score of the higher scoring group for the initial year and the final year. This change was divided by the number of years minus one, identified as gain by year. The years to parity was derived by dividing the final year gap by the gain by year.

Exhibit 3.3.22 displays the data related to years to parity for exceptional education learners in reading and mathematics by grade levels. A discussion of years to parity will be found in [Finding 3.5](#) and [Finding 4.3](#).

Exhibit 3.3.22

**Years to Parity Data for Exceptional Education
Tucson Unified School District
2008-2013**

Student Group	Percent Scoring Proficient or Advanced (P/A) on AIMS Tests					Annualized Gain/ Loss in Relation to Leading Group	Years to Parity
	2008-09	2009-10	2010-11	2011-12	2012-13		
Reading							
Grade 3	36	31	30	27	26	-2/2	Never
Grade 4	29	29	30	30	32	0.2	227.1
Grade 5	29	26	35	28	32	0.8	64.3
Grade 6	22	25	28	31	27	0.6	90.7
Grade 7	22	28	30	34	42	2.3	18.8
Grade 8	19	19	19	22	22	0.4	141.5
Grade 10	23	28	28	33	35	1.1	52.6
Mathematics							
Grade 3	40	30	29	26	26	-1.4	Never
Grade 4	36	21	22	21	21	-0.9	Never
Grade 5	31	18	18	16	17	0.2	240.9
Grade 6	15	8	10	12	12	2.4	18.8
Grade 7	21	11	11	10	14	0.7	74.7
Grade 8	16	11	9	9	11	1.5	30.8
Grade 10	20	9	9	13	10	-0.3	Never
Notes: * Negative number indicates that the gap will never close at rates of progress recorded during the period 2008-09 through 2012-13. Exceptional Education = Students with disabilities. Average annual gains shown are rounded up to one decimal place.							
Source: Annual AIMS results by subgroup, grade, and subject provided by TUSD.							

From [Exhibit 3.3.22](#), the following can be noted with regard to the reading achievement gap:

- At grade 3, at the rate students are now achieving, the gap in reading achievement between exceptional education students and non-exceptional education students will never close.
- At grade 4, it would take 227.1 years for the reading achievement gap to close between exceptional education students and non-exceptional education students.
- At grade 7, the lowest number of years exists for the reading closing of the achievement gap between exceptional education students and non-exceptional education students at 18.8 years.
- Grade 10 has the second lowest number of years for the reading achievement gap to close for exceptional learners at 52.6 years.

From Exhibit 3.3.22, the following can be noted with regard to the mathematics achievement gap:

- At grades 3, 4, and 10, at the rate students are now achieving, the gap in mathematics achievement for exceptional education students will never close.
- The lowest number of years for the achievement gap to close for exceptional learners exists at grade 6 with 18.8 years.
- At grade 5, it would take 240.9 years for the mathematics achievement gap to close for exceptional learners.

Due to the low achievement level of the exceptional education students, the auditors inquired as to the professional training the teachers received as well as the highly qualified status of the teachers. The auditors additionally reviewed data regarding professional development, recruitment, and retention of exceptional education teachers. Of the 105 non-highly qualified teachers, in the district, 32 are exceptional education teachers for a percentage of 30.56 percent. Of the 35 vacant or long-term substitute positions in the district, thirteen (13) were in exceptional education, for a 37 percent rate. The district has a recruitment plan in place to recruit and retain all teachers (see Findings 1.4 and 3.5). However, not all students identified as exceptional learners have access to a highly qualified and credentialed teacher.

Professional development provided by the exceptional education department consisted of the following topics:

- Assistive Technology: Promoting Independence in the Classroom
- Community Based Instruction
- Sign Language
- Connecting Informal Assessments to SMART Goals and Data
- Destination Co-Teaching
- IEP Meeting Facilitation
- Secondary Transition Requirements
- Job Alike for Speech
- Job Alike for OT/PT/APE
- Mandatory Compliance Training
- Mapping Paraprofessionals
- Methods of Data collection
- Preschool and Kinder Transition
- Job Alike Psychologist
- Teaching Social Thinking through Stories and Play in Preschool
- Motivation Breakthrough
- TIENET for Principals
- Together, We Are Better: Inclusive Practices that Work
- Transitions: Bridging Across Schools and Programs
- Universal Design for Learning
- Writing a Secondary IEP for Transition
- ADE Approach to Learning
- Infant and Toddler Guidelines

- Introduction to Early Learning Standards
- Alternate Assessment Testing
- IEP Make and Take for TIENET Help
- Student Intervention Training
- TIE NET For New Hires
- Job Alike HI Specialists
- Job Alike VI Specialists
- Exceptional Education Compliance Requirements A-Z
- Exceptional Education Welcome Back Meeting

These topics covered a two-year period from 2011 through 2013. Of the 32 topics listed, it was noted that only four addressed promising practices for the teachers of the majority of the students. Much of the training addressed compliance and legal issues. During interviews auditors were informed that the exceptional education teachers received training from their schools and the general curriculum this year. One of the topics included the mandated Danielson Training.

Interviews with school administrators, teachers, and parents provided the following comments regarding special education: “In pockets, our special education students do well. Overall, they are not doing well. There is a culture of not looking at their data...the thinking is if they have an IEP they don’t have to look at them.” (District Administrator)

- “We need to improve the quality of special education programs and services to students.” (District Administrator)
- “We have too many students in restrictive placements...we are trying to shift to the inclusive settings. This is one of our ongoing goals through a variety of strategies.” (District Administrator)
- “We are working on standards of practice and there is an effort for consistency in the amount of services and inclusion; however, from one building to another, the services vary.” (District Administrator)
- “We have some schools where kids with IEPs are in the bottom of *AIMS*. We have two grants to provide training on Teaching Reading Effectively.” (District Administrators)
- “We have about 20 teachers (special education) who are not highly qualified.” (District Administrator)
- “Our special education students are not really doing well. We have to remind our people to look at individual students.” (District Administrator)
- “Special programs like special education often miss professional development with their colleagues (job alike) because they are not permitted to leave their buildings.” (Teacher)
- “One of the weaknesses in our district is finding highly qualified math, special education, and science teachers.” (District Administrator)
- “A lot of parents are concerned about students being promoted without the grade level skills. Then they later fail or drop out of school.” (Parent)
- “There is confusion with our special education pop—I am saying we need to be standards driven, but (the teachers) are not there yet.” (Building Administrator)

In summary, the auditors found that the exceptional education program does not provide equitable opportunities for students identified as exceptional education in order to increase student achievement. Although the exceptional education program provides a continuum of services for the Tucson Unified Public Schools, the number of students receiving services in the delivery models has had minimal change in the past five years. The majority of students receive services within the regular program with itinerant or special education teacher support, or

in resource rooms. Currently, 15.9 percent of district students are identified as exceptional education, with the greatest numbers of students being identified as special learning disabled or specific language disorder. The majority of students are male with Hispanic ethnicity. African American and white students are overidentified within exceptional education, while Hispanics are under represented. The percentage of exceptional education students graduating is 56.8 percent, which is below the district graduation average of 77 percent. Students identified as exceptional education are retained at a higher rate than students not identified. The rate of retention for exceptional learners has held steady at approximately a third of all students retained for the past five years. Students identified as exceptional education have a higher dropout rate than the district average. The rate has continued to increase since 2009. In 2012-13, the rate of exceptional student dropout was 3.35 percent, and the district rate was 2.3 percent. Given the exceptional education percentage of the total district population (15.9 percent), exceptional education students are over-identified for discipline issues at 25 percent. The percentage of exceptional learners receiving discipline has increased over the past five years. Additionally, the biggest issue facing the exceptional education program is the under achievement of the students. Auditors found that in reading and math, it would take an inordinate number of years to close the achievement gap for exceptional education students given the current rate of achievement. Exceptional education students are not receiving equitable opportunities to achieve in Tucson Unified School District.

Language Acquisition Program (Bilingual/ESL)

In Tucson Unified School District, the English language learners are served by the Language Acquisition Programs (LAP). The LAP services support both the acquisition of the English language by non-native speakers of English and the acquisition of several world languages (Arabic, Chinese (Mandarin), French, German, Korean, Russian, and Spanish) and American Sign Language. The audit focused on the English language learner (ELL) population of the LAP.

According to the Language Acquisition Program Guidebook for Administrators, the overall goals of the Language Acquisition Department are to provide support and resources so that:

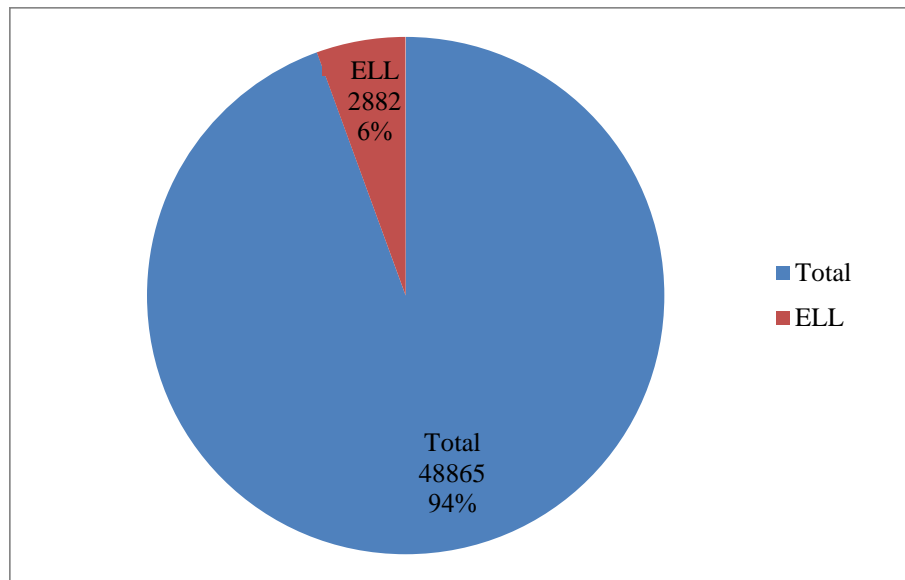
- English and world language learners participate fully in our district-wide academic initiatives.
- English language learners acquire English and content at an accelerated pace.
- World language learners acquire proficiency in foreign language communication skills.
- English language learners are prepared to meet rigorous promotion and graduation requirements.
- World language learners are prepared to meet the challenges, demands, and needs of the 21st century global society.

The guidebook provided a history of ELL in TUSD as follows: “Since 1970 TUSD has offered bilingual education to parents interested in obtaining for their children the advantages that bilingualism imparts. Current state law permits school districts to offer students a range of language programs, including bilingual education, and thus TUSD takes special pride in promoting Dual Language Instruction (DLI). As noted in governing board policy HIAA, DLI stands out as the most effective method available for developing bilingual students in our public schools. DLI is a bilingual education model that combines students from two different language groups—most commonly English-dominant and Spanish-dominant students—in a classroom setting designed so that each group facilitates the acquisition of the other group’s language. The program emphasizes learning through the use of the student’s primary language as an initial and continuing medium of instruction while also emphasizing second language acquisition as an essential part of the student’s education.”

Exhibit 3.3.23 displays the enrollment of English language learners in the Tucson Unified School District.

Exhibit 3.3.23

**English Language Learner Enrollment
Tucson Unified School District
2013-14**



- Spanish language materials and
- District adopted Language Arts and content materials.”

The guidebook provided graduation information, stating, “The graduation requirements are the same for ELL students as for all other students. The following statements provide additional clarification for the special circumstances that commonly affect ELLs:

- ELL students must pass the *AIMS* test to qualify for graduation but the AZELLA test is not a graduation requirement.
- Certain ELD courses count as English credits toward graduation, but ELD courses are not accepted by the University of Arizona for meeting admission criteria.
- ELL students’ ELD courses may be used to meet all four of the English credits required for graduation, provided that the ELD courses are those that are specifically approved for English credit rather than those approved for elective credit.”

The guidebook provided the following descriptions of the ELL service delivery options:

Option One: SEI Program Design: The Structured English Immersion program is designed exclusively for ELLs with the aim of providing an early-exit transition into the mainstream program once students achieve a composite score of Proficient on the state’s English proficiency assessment. ELL instruction from the teacher is in English though a minimal amount of a student’s native language other than English may be used. The state of Arizona requires a sheltered immersion block of four hours of instruction. The District allows individual schools to make decisions on how to block ELL students into SEI instruction for four hours. As a result many of the schools utilize a separate ELD classroom for the four hour instruction. Four special factors contribute to the effectiveness of SEI classes:

- The class requires specific instruction for English language development (ELD).
- The teacher is trained in ELD methodology and sheltered instructional techniques (SIOP).
- ELLs have access to materials designed for ELLs as well as to mainstream texts.
- It is recommended that SEI class sizes be kept lower than those of mainstream classes to promote the most effective instruction and to allow for space availability for incoming ELLs.
- Instruction shall follow the State academic and ELL proficiency standards and the state’s Discrete Skills Inventory.

Option Two: Individual Language Learning Plans (ILLP)

This option is available only to schools having 20 or fewer ELLs in a three-grade span. Such schools are permitted to mainstream ELLs by providing each ELL student with an Individual Language Learner Plan. ILLP students must still receive four periods of individualized ELD instruction per day. At some Elementary schools, the ILLP involves an itinerant teacher funded through the Language Acquisition Department. At most ILLP secondary schools in TUSD, the four periods of ELD instruction are delivered as two periods of ELD instruction provided through an English class or as two periods of ELD instruction provided through any two of the student’s content classes. Teachers designated to participate in the ILLP are required to prepare an annual ILLP Form, as well as two quarterly forms for each ELL student.

Option Three: Dual Language (Bilingual) Program Design

The Dual Language program is designed for all students seeking to become fluent and literate in two languages. The resources currently available permit the District to offer the program only in an English-Spanish combination, except for a very limited number of students receiving instruction in English-American Sign Language. Four special factors contribute to the effectiveness of DL classes:

- The teacher is specifically trained to meet the needs of 2nd language learners and holds a BE endorsement.
- ESL or SSL instruction is required for all students.

- All students have access to materials in two languages.
- The recommended maximum class size of 24 to 1 is maintained.

Auditors reviewed documents and data and interviewed administrators, teachers, staff, and parents to determine the success of implementation of the LAP delivery programs. Exhibit 3.3.24 shows which type of service delivery LAP program is offered by schools within the district.

Exhibit 3.3.24

LAP Service Delivery Offered by School Tucson Unified School District January 2014

Elementary Schools	ELDP	ILLP	BIL/DUAL LG	Middle Schools	ELDP	ILLP	BIL
Banks	K-5			Doolen	4 Periods		
Blenman	K-5			Mansfield	4 Periods		
Bloom		K-5		Naylor	4 Periods		
Bonillas	K-5			Utterback	4 Periods		
Booth-Fickett	K-5			Valencia	4 Periods		
Borman		K-5		Roskrige	1 Period	6-8	K-8
Borton	K-2	3-5		Pistor	2 Periods	6-8	6-8
Carrillo	K-2	3-5		Fickett	2 Periods	6-8	
Cavett	K-5			Gridley	2 Periods	6-8	
Collier		K-5		Magee	2 Periods	6-8	
Cragin	K-5			Saffor	2 Periods	6-8	
Davidson	K-5			Secrist	2 Periods	6-8	
Davis			K-5	Vail	2 Periods	6-8	
Dietz	K-2	3-5		Dietz	1 Period	6-8	
Drachman	K-2	3-5		Drachman	1 Period	6-8	
Dunham		K-5		Mccorkle	1 Period	6-8	
Erickson	K-2	3-5		Rose	1 Period	6-8	
Ford		K-5		Dodge Magnet		6-8	
Fruchthendler		K-5		Hollinger		6-8	
Gale		K-5		Lawrence		6-8	
Grijalva	K-5		K-5	Miles		6-8	
Henry		K-5		Maxwell		6-8	
Holladay	K-2	3-5		Pueblo Gardens		6-8	
Hollinger	K-2		K-5	Robins		6-8	
Howell	K-5						
Hudlow		K-5					

Exhibit 3.3.24 (continued) LAP Service Delivery Offered by School Tucson Unified School District January 2014							
Elementary Schools	ELDP	ILLP	BIL/DUAL LG	High Schools	ELDP	ILLP	BIL
Hughes		K-5		Rincon	4 Periods		
Johnson	K-2			Catalina	4 Periods		
Kellond		K-5		Pueblo	3 Periods	9-12	9-12
Lawrence		3-5		Cholla	2 Periods	9-12	
Lineweaver	K-2	3-5		Palo Verde	2 Periods	9-12	
Lynn/Urquides	K-5			Tucson	2 Periods	9-12	
Maldonado	K-5			Sabino	2 Periods	9-12	
Manzo	K-5			Sahuaro	2 Periods	9-12	
Marshall		K-5		Santa Rita		9-12	
Maxwell	K-5			Tapp		9-12	
Mccorkle	K-4	5-7	K-3	Project More		9-12	
Miles		K-5		University		9-12	
Miller	K-5						
Mission View	K-4	5	1-5				
Myers/Ganoun	K-5			Agava		X	
Ochoa	K-5			Direct Link		X	
Oyama	K-5			Life Skills/ Core Plus		X	
Pueblo Gardens	K-5			Southwest		X	
Roberts/Naylor	K-5			Meredith		6-12	
Robins		K-5					
Robison	K-5						
Rose	K-5						
Roskrue			K-8				
Safford	K-5						
Sewell	K-5						
Soleng Tom		K-5					
Steele		K-5					
Tolson	K-5						
Tully	K-5						
Van Buskirk	K-5		K-5				
Vesey	K-5						
Warren	K-2	3-5					
Wheeler	K-2	3-5					
White	1	K-5	K-5				
Whitmore	K-2	3-5					
Wright	K-5						

As can be seen in Exhibit 3.3.24:

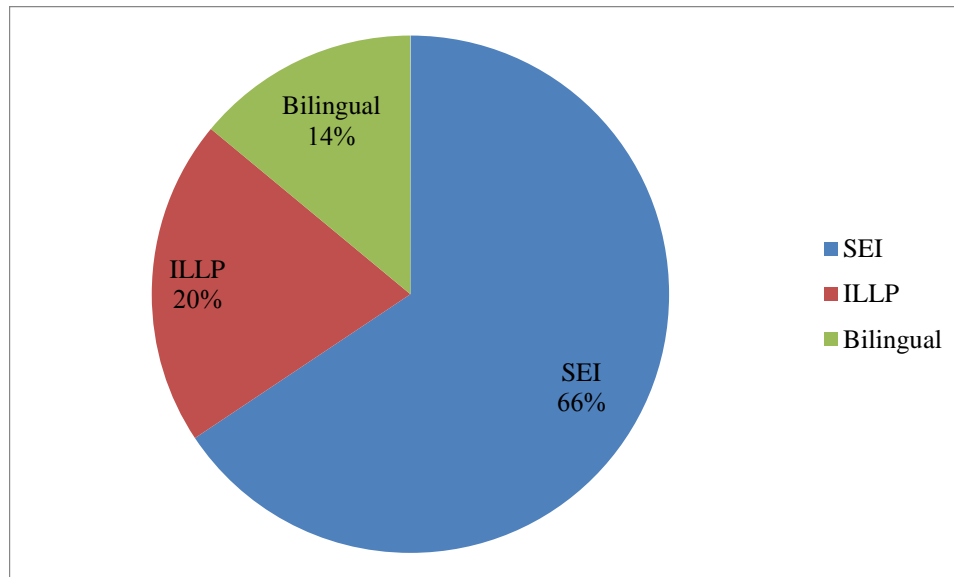
- All schools in the district offer at least one delivery model.

- Many schools offer two delivery models to ELL students.
- At the Elementary level, service delivery for K-2 is in SEI classrooms.
- At the elementary level, service delivery for grades 3-5 is ILLP.
- There are eight elementary schools with a Dual Language Program.
- At five middle schools, ELL is offered four periods a day.
- At twelve middle schools, ELLs are offered one to two periods a day through SEI as well as ILLP.
- Seven middle schools offer ELLs only through ILLPs.
- There are two dual language schools at the middle school level.
- At two high schools, ELL is offered through SEI four hours a day.
- At five high schools, ELL is offered through SEI two periods a day, along with ILLP.
- One high school offers dual language ELL and three periods of SEI.
- At four high schools, ELL is offered only through ILLPs.

Auditors then reviewed data regarding the number of English language students served through each model. A summary of the district is shown in Exhibit 3.3.25.

Exhibit 3.3.25

**LAP Enrollment by Service Delivery
Tucson Unified School District
January 2014**



Auditors requested information from the district as to the length of time English language learners spent in ELL classrooms. Exhibit 3.3.26 displays this data.

Exhibit 3.3.26

**Number of Years in ELL Programs and Reclassifications
Tucson Unified School District
January 2014**

Grade	Reclass Count	Years as ELL
1	37	0.53
2	307	0.99
3	492	1.36
4	335	1.28
5	552	1.17
6	684	2.28
7	685	2.47
8	653	2.94
9	592	3.14
10	527	3.38
11	486	3.65
12	473	3.91
Total	5,823	2.49

Exhibit 3.3.26 shows:

- At the elementary level, ELL students spend an increasing number of years classified as ELL until fourth and fifth grades, at which time the number of years start to decline.
- Middle school ELLs show an increase number of years to reclassification, going from 2.28 years to 2.94 years in three grade levels.
- High school ELL students take almost as many years to reclassification, going from 3.14 in ninth grade to 3.91 in twelfth grade.
- The average number of years it takes an ELL in TUSD to reclassify is 2.49.

Arizona state law requires that ELL students be reassessed annually for reclassification as fluent English proficient once the student demonstrates proficiency on the *AZELLA*. Auditors reviewed data regarding the reclassification of English language learners. Exhibit 3.3.27 displays this data.

Exhibit 3.3.27

**Reclassification of ELL Students by Grade Level
Tucson Unified School District
2011-12**

Grade	Tested	Passed	Rate
K	1,034	312	30.2%
1	878	253	28.8
2	643	353	54.9
3	329	64	19.5
4	365	123	33.7
5	301	138	45.8
6	210	113	53.8

Exhibit 3.3.27 (continued) Reclassification of ELL Students by Grade Level Tucson Unified School District 2011-12			
Grade	Tested	Passed	Rate
7	124	62	50.0
8	120	46	38.3
9	135	41	30.4
10	134	41	30.6
11	116	37	31.9
12	118	26	22.0
Total	4,507	1,609	35.70%
<i>Data from April 2, 2013 OCR Letter</i>			

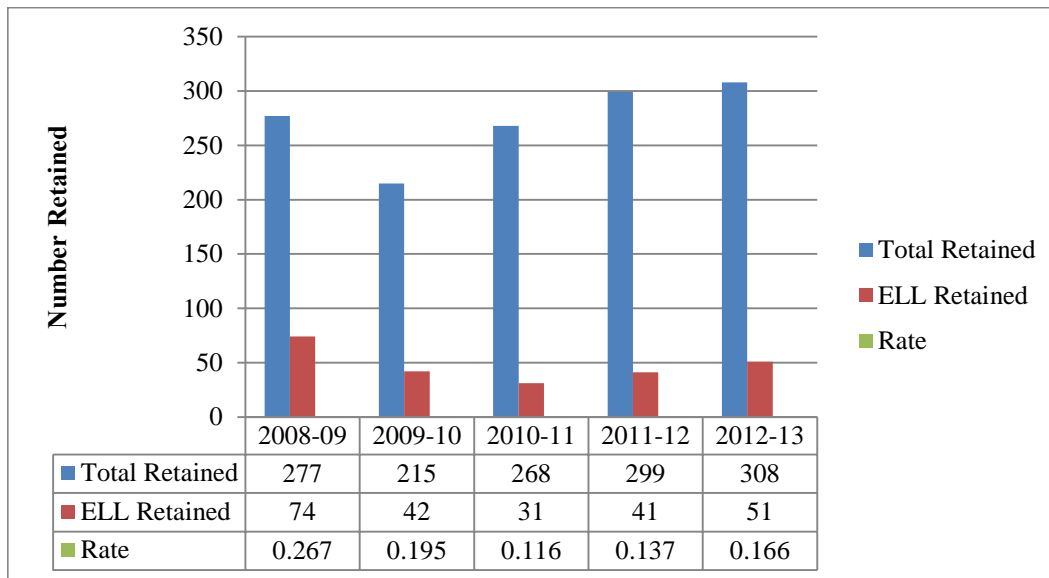
As can be noted in Exhibit 3.3.27:

- The highest rate of reclassification occurs at grade two (54.9 percent).
- The lowest percentage of reclassification of ELL students occurs at third grade (19.5 percent).
- Grades 5, 6, and 7 reclassify students at a higher rate than grades 8 through 12.
- Approximately one-third of the ELL students in grades 9, 10, and 11 reclassify.
- The overall ELL reclassification rate for the district is 35.7 percent, or just above one-third of the students.

Auditors requested and reviewed data regarding ELL student achievement. Exhibit 3.3.28 shows the number of ELL retentions versus total district retention for five years.

Exhibit 3.3.28

Number of ELL Students Retained vs. District Retention **Tucson Unified School District** **2008-2013**

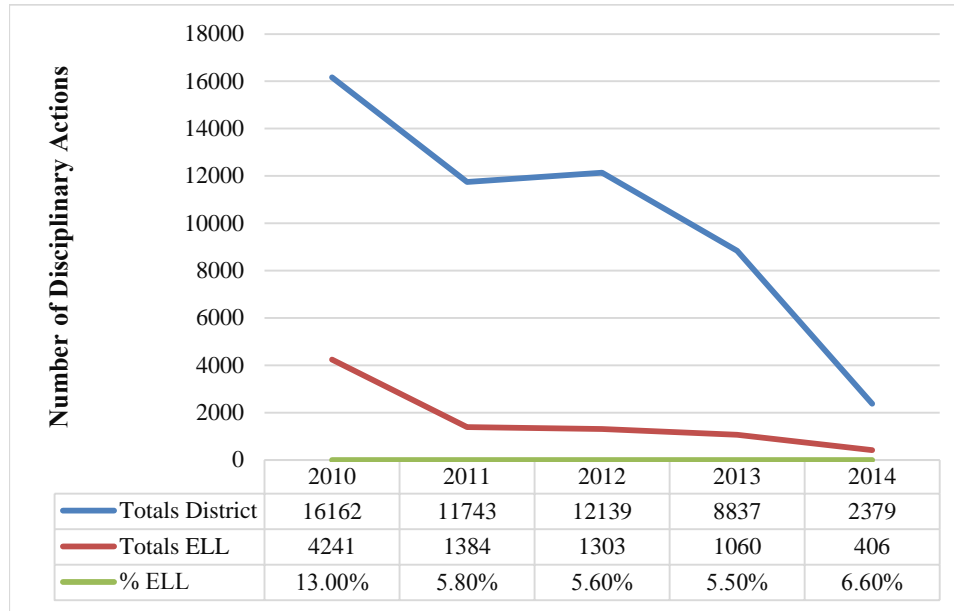


- From 2008-09 until 2010-11, ELL student retentions declined.
- From 2010-11 through 2012-13, ELL student retentions increased.
- At 16.6 percent retention, there is a higher retention rate for ELL students proportionate to the percentage of ELL students in the population (six percent).

Auditors also requested discipline data from the district for English language learners versus the total student population. Exhibit 3.3.29 displays this data for five years.

Exhibit 3.3.29

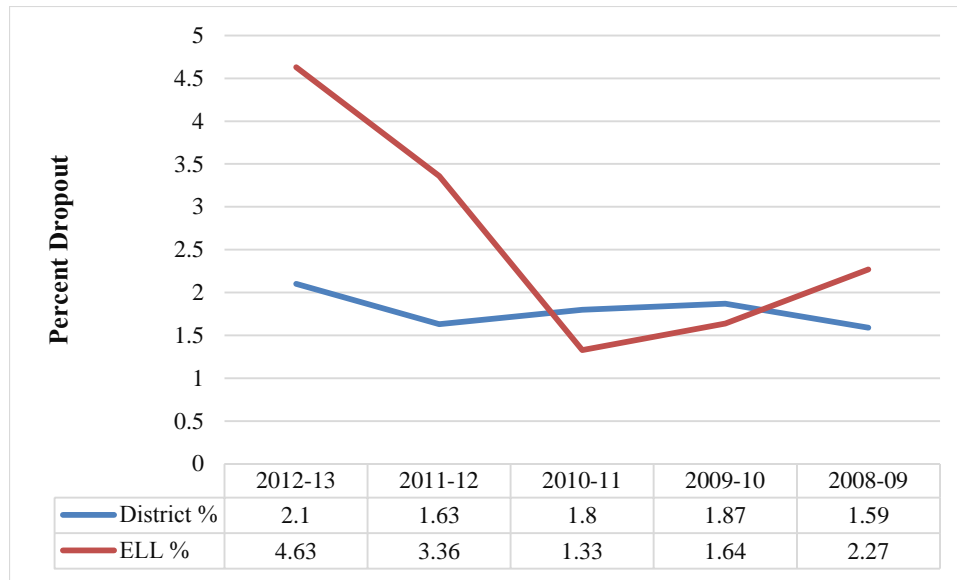
**Number of ELL Disciplinary Instances vs. District Disciplinary Instances
Tucson Unified School District
2010-2014**



Auditors received information about the dropout and graduation rates of ELL students compared to district dropout and graduation rates. Exhibit 3.3.30 shows the dropout information. Exhibit 3.3.31 displays the graduation data.

Exhibit 3.3.30

**Number of ELL Dropouts vs. District Dropouts
Tucson Unified School District
2008-2013**



Graduation rates for English language learners compared to district graduation rates are shown in Exhibit 3.3.31.

Exhibit 3.3.31

**Number of ELL Graduates vs. District Graduates
Tucson Unified School District
2008-2013**

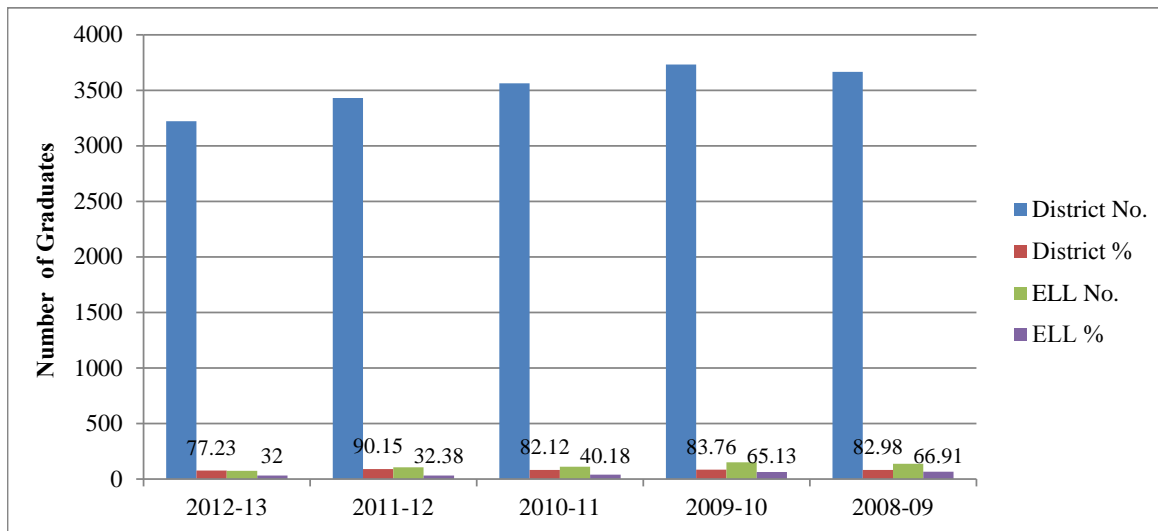


Exhibit 3.3.32

**Years to Parity Data for English Language Learners
Tucson Unified School District
2008-2013**

Student Group	Percent Scoring Proficient or Advanced (P/A) on AIMS Tests					Annualized Gain/Loss in Relation to Leading Group	Years to Parity
	2008-09	2009-10	2010-11	2011-12	2012-13		
	Reading						
Grade 3	24	15	9	11	23	0.3	193.9
Grade 4	19	7	15	12	24	-0.8	Never
Grade 5	14	2	13	9	21	2.0	30.4
Grade 6	6	1	2	1	15	1.7	37.6
Grade 7	3	4	5	4	16	0.6	107.7
Grade 8	3	2	2	0	3	-0.1	Never
Grade 10	7	4	2	7	11	-3.6	Never
	Mathematics						
Grade 3	29	16	12	18	24	1.1	41.6
Grade 4	24	8	12	10	17	1.1	45.8
Grade 5	18	5	7	7	15	3.1	15.9
Grade 6	7	1	1	0	10	4.0	12.1
Grade 7	10	4	5	0	6	1.8	33.3
Grade 8	5	5	2	1	2	1.8	31.7
Grade 10	12	4	6	4	6	0.5	152.0
Notes: * Negative number indicates that the gap will never close at rates of progress recorded during the period 2008-09 through 2012-13. ELD = Students formerly and currently classified as having limited proficiency in the English language. Average annual gains shown are rounded up to one decimal place.							
Source: Annual AIMS results by subgroup, grade, and subject provided by TUSD.							

From Exhibit 3.3.32, the following can be noted with regard to the reading achievement gap:

- At grade 3, at the rate students are now achieving, the gap in reading achievement between ELL students and regular students will take 193.9 years to close.
- At grades 4, 8, and 10, the reading achievement gap for ELL students will never close at the rate students are currently achieving.
- At grade 5 and 6, it would take approximately 30.4 and 37.6 years, respectively, for the reading achievement gap between ELL and non-ELL students to close, which is the least amount of years in the grade levels reviewed.
- At grade 7, it would take 107.7 years for the achievement gap to close for ELL students in reading.

From Exhibit 3.3.32, the following can be noted with regard to the mathematics achievement gap:

- At grades 3 and 4, at the rate students are now achieving, the gap in mathematics achievement for ELL students will take 41.6 and 45.8 years, respectively, to close.
- The lowest number of years for the math achievement gap to close for ELL exists at grade 6 with 12.1 years.
- At grade 5, it would take approximately 15.9 years for the mathematics achievement gap to close for ELL learners.

- Grade 10 poses the greatest challenge to closing the achievement gap for ELL learners as it would take 152 years to close the mathematics gap.

During interviews and review of documents, auditors requested information describing the curriculum and materials that guide instruction in ELL classrooms. The curriculum materials utilized in ELL classrooms are considered to be supplemental to the general curriculum, but in the absence of general curriculum (see [Findings 2.1, 2.2, and 2.3](#)) ELL teachers indicated that these materials guided the instruction ELL students received in TUSD. Auditors reviewed information related to materials utilized in schools for ELL students and the instructional recommendations for ELL students recommended by the Language Acquisition Program. [Exhibit 3.3.33](#) displays the materials utilized and the instructional strategies recommended for ELLs.

Exhibit 3.3.33

ELL Materials and Instructional Strategies Tucson Unified School District January 2014

Program Materials
Elementary: <ul style="list-style-type: none"> • Achieve 3000 • Avenues
Secondary: <ul style="list-style-type: none"> • Visions 6-12 • Edge 9-12 • Rosetta Stone- ELD Level 1 (6-12)
Additional (pilots): <ul style="list-style-type: none"> • Imagine Learning English (Davidson, Lynn, Rose, and Van Buskirk) • Imagine Learning Española (Dual language schools-first grade) • Kidspiration • English At Your Command K-5 and • Alphachant (K)
Strategies: <ul style="list-style-type: none"> • Utilize the SIOP model daily • Use data weekly/monthly from running records, Avenues e-assessment, and DRA • Provide 30 minutes additional reading instruction to review skills taught in 90-minute block using Avenues • Increase computer lab time in dual language schools • Optimize differentiated instruction by creating flexible and targeted reading groups • Maximize the use of phonics in Avenues • Small group pre-teach reading • Small group pre-teach math • Provide strategic reading instruction with daily Guided Reading • Frequent 1:1 help during whole group instruction in reading • Additional leveled reading intervention groups • Use of Promethean boards and computers to enhance reading instruction. • Use of paraprofessionals in the classroom to increase adult contact time • Have literacy nights for parents, provide instructional supplies and games for use at home. • Provide supplemental educational services (SES) four times a week for at least 1.5 hours in reading and math
<i>Source: Language Acquisition Program Handbook</i>

Given the above information for materials, curriculum, and teaching strategies, the auditors visited classrooms in the district and collected data from those classrooms auditors were told were ELD classrooms. [Exhibit 3.3.34](#) displays the strategies observed in these classrooms.

Exhibit 3.3.34

**Strategies Observed in ELL Classrooms
Tucson Unified School District
January 2014**

Strategies	Number of Classroom Observed Using Strategy	Percentage of Total
Slow & Simple Language	33	11%
Text Preview with Key Vocabulary	16	5
Visual Aids Utilized	46	15
Regrouping of Reading & Writing activities	19	6
Verbal Cues	31	10
Peer Support & Collaboration	10	3
Direct Teaching of Vocabulary	30	9.9
Extra Process Time	17	5.6
High Expectations	8	2.6
Oral/Written Sentence Stems	9	2.9
Native Language Help Provided	9	2.9
Modeling Spoken Language	23	7.6
Allowance for Non-Participation	7	2.3
Scaffold Writing	12	4.0
Positive Feedback	31	10
Total	301	

From Exhibit 3.3.34, it is noted:

- Fifteen (15) different strategies were observed in English language learner classrooms.
- Use of visual aids was the most frequent strategy observed at 15 percent.
- Using slow and simple language was the second most frequent strategy observed, with 11 percent of the classrooms using the strategy.
- The least frequently observed strategy was allowance for non-participation.
- Other strategies observed at least 10 percent include positive feedback, verbal cues, and direct teaching of vocabulary.

In order to determine training and support in terms of professional growth ELL teachers in TUSD received, the auditors reviewed the professional development offered to ELL for 2013-14. Exhibit 3.3.35 provides this information.

Exhibit 3.3.35

**ELL Professional Development Offerings
Tucson Unified School District
2013-14**

Professional Development	Total Participants
AZELLA Stage II-V Placement Training (7 sessions)	159
AZELLA Kinder Placement Training (6 sessions)	112
ELD Itinerant Teachers Meeting	6
Dual Language PD	6
Teachers New to Avenues: ELP Standards	43

Exhibit 3.3.35 (continued) ELL Professional Development Offerings Tucson Unified School District 2013-14	
Professional Development	Total Participants
Teachers New to Avenues Basic Avenues Materials (2 sessions)	72
Secondary ILLP Training	19
New Secondary ELD Teachers Workshop	6
Teachers New to Avenues: E-Assessment Basics and Data Driven Instruction	39
DL Ensuring Greater Rigor—Veteran teachers	38
Elementary K-5 ILLP Training (4 sessions)	91
Achieving Success—New Teachers	34
Student File PHLOTE Documentation Compliance Training (3 sessions)	122
4 Hour ELD Lesson Planning Workshop	25
Elementary ELD Itinerant Teachers Meeting (3 sessions)	34
Spring 2014 AZELLA Reassessment (5 sessions)	201
Avenues eAssessment Data Analysis & Interventions	60
Multi-Leveled ELD on Secondary Classrooms	14
Guided Reading Planning	27
Danielson Framework for Teaching (27 sessions)	619
PELL Meeting	5
Move On When Reading Literacy Training (2 sessions)	325
<i>Data from LAP Department</i>	

From Exhibit 3.3.35 auditors determined there were 22 unique opportunities for district ELL teachers to receive professional development. There were over 2,000 attendees at the sessions. The sessions with the most attendance included the Danielson Framework for Teaching, the Move On When Reading Literacy Training, Spring AZELLA Training, the Fall AZELLA training, the PHLOTE Document Compliance Training, and the Kinder AZELLA training. The topics related to compliance and documentation constituted the largest number of offerings.

The auditors also reviewed data regarding the highly qualified status of ELL teachers as well as the number of positions vacant or with long-term substitutes for the 2013-14 year. Of the 105 non-highly qualified teachers in the district, five were ELL teachers, for a percentage of 19. 6 percent. Of the 35 vacant or long-term substitute positions in the district, three were ELL, for a nine percent rate. The district has a recruitment plan in place to recruit and retain ELL teachers (see Findings 1.4 and 3.5).

The following are comments relate to the English language learner programs from interviews with board members, district staff, and community members:

- “We have Title II money for ELL PD specifically.” (District Administrator)
- “We use desegregation money to provide for a stand-alone ELD class at elementary levels.” (District Administrator)
- “If a school has less than 20 ELL students in three grade spans we provide an ILLP or an ‘IEP’ for ELL and the mainstream teacher provides language for the ELL students.” (District Administrator)
- “In order for us to use Achieve and Imagine like the regular classrooms, we look at results to correlated AZELLA. They correlate to the Common Core. It is not correlated for us yet.” (District Administrator)
- “If the desegregation money went away, it would hurt the ELL program. The state provides Group B money but it is much less than deseg money.” (District Administrator)

- “The academic success of ELL is always a challenge. They are always low on *AIMS*.” (District Administrator)
- “There is a flat line on *AZELLA* as ELL with disability never pass it. We never make progress.” (District Administrator)
- “The challenge for ELL is always compliance and it is a challenge to ensure schools are in compliance with accountability.” (District Administrator)
- “Our ELD students test poorly, but read well.” (Building Administrator)
- “With the ELD block, it is hard to get the students the credits they need to graduate.” (Building Administrator)
- “During our classroom observations we look for student and teacher engagement, energy. We also look for probing questions.” (Building Administrator)
- “We are a dual language school because we have teachers deeply invested in dual language. Not all campuses do.” (Building Administrator)
- “This four-hour model that the state requires for English language learners is ridiculous. There is no linguistic support for students and they are missing out on the content areas of math, science, and social studies.” (District Administrator)
- “Everyone has had SEI training. But to say it is widely adopted---that is up for discussion.” (District Administrator)

In summary, the Language Acquisition Program in Tucson Unified School District identifies approximately six percent of its students as English Language Learners. The district offers three service delivery models to serve students. The majority of students are served in the ELD self-contained classroom model, which requires four hours of structured language arts learning. Additionally, many students are served with an Individual Language Learning Plan to meet their language needs through a variety of classroom interventions. Dual Language or Bilingual programs are offered at eight schools in the district. Given the variety of delivery systems for ELL in the district, there are multiple issues of equity for the ELL students. It takes an average of 2.54 years for English language learners to be reclassified within the Tucson Unified School District, as the average reclassification rate for the district was approximately 35 percent. The dropout rate for ELL students is higher than the district dropout rate, and the graduation rate for ELL students is much lower than the district graduation rate. Professional development has been designed for teachers working with ELL students, but the majority of the offerings and attendance focused on testing and compliance rather than improvement strategies. Not all of the ELL teaching staff are highly qualified, and there are still vacant positions for this year. The most challenging aspect regarding the Language Acquisition Program in TUSD for ELL students is closing the achievement gap in reading and math. In reading, there are three grade levels at which the achievement gap will never close at the current rate ELL students are achieving. Even though reducing the achievement gap is brighter in mathematics than reading, the least number of years to close the gap for any grade level is 12.1 years. Thus, TUSD must improve services to ELLs in order to reduce the inequity demonstrated by the data and for ELLs to be college and career ready.

Summary

The Tucson Unified School District provides for gifted education, special education, and English language learners through a variety of models in the district. Not all of the models are offered at every school though the district provides transportation for students to attend the school in order to receive the service. The district has several board policies addressing equity and equal opportunity for learning and non-discrimination. The policies fail to provide specific guidance for the design and delivery of instruction in the programs to ensure student success. In addition, the ESL/Bilingual program uses a curriculum separate from the general curriculum, while special education material is considered to be supplemental, and gifted and talented is considered differentiated. Auditors identified multiple inconsistencies and inadequacies in a number of practices of these programs. Specifically, inequities were noticed in identification of ethnicities in special education and GATE. Discipline,

retention, graduation, and student achievement raised concern as to the equal opportunity for all students to be successful. An expectancy that every student was capable of achieving and will learn was lacking.

Finding 3.4: The district lacks a formal professional development plan to increase teacher growth, provide the necessary support for curriculum implementation, and support school improvement and student achievement.

A sound professional development program is necessary for maintaining and advancing the proficiency of educational leaders, instructional staff, and support personnel, as well as the orientation of new employees. District leaders committed to improving student achievement recognize the need for professional development for all employees of the district. Long-term change requires focused professional development planning and plans. Professional development activities are an integral part of the program through policy and comprehensive, long-range plans. Funding for professional development programs should be identifiable within the district budget. Professional development policy and planning include participant evaluation of the various trainings and also provide a means of assessing the effect of professional development on student outcomes. Systems that do not provide adequate professional development for all staff lack an effective means to promote staff growth and organizational change necessary to improve student achievement.

To determine the presence and effectiveness of professional development in the Tucson Unified School District, auditors reviewed board policy, administrative regulations, district and campus improvement plans, employee job descriptions, employee evaluation documents, staff/faculty handbooks, the Unitary Status Plan, and other documents provided by the district. They also interviewed district personnel regarding professional development plans and opportunities.

Auditors found board policy related to professional development. Auditors also found references to professional growth in the Tucson Unified School District Consensus Agreement for 2013-2014, the 2013-2014 TUSD Continuous Improvement Plan, in various job descriptions, in some campus staff/faculty handbooks, and in campus-level professional development schedules. Auditors located specific professional development requirements in the Unitary Status Plan for TUSD employees.

From their review, the auditors determined that while the district provides some professional development activities, the individual campuses are responsible for much of the professional development that occurs in the district. They further found that professional development activities vary from campus to campus, with little common focus. The Tucson Unified School District does not have a comprehensive professional development plan to provide direction for systemic development of all district staff, or to ensure that all professional development requirements of the Unitary Status Plan are met (see [Exhibit 3.4.3](#)).

To determine the status of the design of professional development in the Tucson Unified School District, auditors reviewed the documents listed in [Exhibit 3.4.1](#).

Exhibit 3.4.1

**List of Professional Development Documents Reviewed
Tucson Unified School District
January 2014**

Document Reviewed	Date
TUSD Board Policy	April 2012
Arizona Department of Education - Professional Development	2014
Consensus Agreement	2013-14
Unitary Status Plan	February 2013
TUSD Continuous Improvement Plan	2013-2014
Campus Goals and Mission Statements	Various

Exhibit 3.4.1 (continued) List of Professional Development Documents Reviewed Tucson Unified School District January 2014	
Document Reviewed	Date
Campus Staff/Faculty Handbooks	2013-14
School Improvement Plans	2013-14
Campus Professional Development Schedules	2013-14
Business Leadership Team Plan	December, 2013
Teacher/Principal Evaluation Process	2013
TUSD Budget	2011-12 through 2013-14
National Staff Development Survey Results – Pima County, AZ	2009
ADE CSPD Professional Development Grant	2011
Technology Strategy	2012-2015
Unitary Status Plan Budget Summary	2014
Professional Development Budget	2011-12 through 2013-14
Communications Plan	2013-14
Professional Development Evaluations	Various
Professional Development Courses Related to Desegregation Plan	2012-2014
Professional Development Courses TUSD	2011-2014
Professional Development Attendance	2011-2013
Professional Development Procedures, Courses, and Payment	No Date
Professional Development - Current Governing Board Members	2010-2014
Job Descriptions	Various

The following documents made reference to professional development:

- *Board Policy GCI: Professional Staff Development* states, “Employees are encouraged to participate in professional meetings, conferences, and approved in-service activities for the purpose of professional growth. As far as possible, Tucson Unified School District funds will be budgeted for these purposes.”
- *Board Policy ADF-R: Intercultural Proficiency* says, “TUSD provides opportunities for staff to gain knowledge about different cultural groups. Teachers receive training to help them use students’ family, language, and culture as foundations for learning. Teachers receive training to help them work with culturally and linguistically diverse students and parents. *Professional development of all employees is designed:* To provide educational programs in human relations, racial/ethnic relations and human rights. To provide educational programs for staff to develop the skill necessary to relate knowledgeably and sensitively to people of different racial and ethnic origins. To provide educational programs for staff on integration of multicultural curriculum materials into existing programs.”
- *Board Policy IHAA: English Instruction* includes, “The Administrative Regulation will establish a plan for language education which shall include the training and professional growth of employees involved in the educational programs and activities governed by this policy.”
- *TUSD Continuous Improvement Plan Standard 1* states in ACTION STEP Leverage of all PD Resources, “All Professional Development resources are coordinated to ensure leverage and alignment with district and student achievement initiatives.”
- *Business Leadership Team Plan* under Personnel Focus requires “...establishing professional development regarding existing, refined, and/or new operational protocol and standards that enhance services in TUSD.”

- *Unitary Status Plan* references professional development in the areas of student assignment, administrative and certificated staff, and discipline.

Job descriptions were examined to determine the role of personnel in the professional development process for the Tucson Unified School District.

Exhibit 3.4.2

Professional Development Responsibilities in Job Descriptions Tucson Unified School District January 2014

Job Title	Professional Development Responsibility
Superintendent	"Organizes District programs for effective teaching and learning."
Deputy Superintendent	"Plans and develops Curriculum and Instruction and Professional Development budget requirements."
Assistant Superintendent High School Leadership	"Provides differentiated professional development to all high school principals."
Assistant Superintendent – Elementary and K-8 School Leadership	"Provides differentiated professional development to all elementary and K-8 principals."
Executive Director – Exceptional Education	"Plans and directs professional development to staff in collaboration with appropriate personnel to meet the needs of exceptional and special-needs population students."
Director – Professional Development	"Directs the coordination of District-wide staff development; eliminates duplication and promotes efficient use of resources. Directs professional development with appropriate personnel to implement culturally responsive pedagogy and instruction as appropriate. Collaborates with the Deputy and Assistant Superintendents to direct the design and delivery of administrative, certificated, and classified professional development. Directs and coordinates district wide training with administrators and certified staff for programs including, but not limited to, Advanced Academic Courses, Professional Learning Communities, Unitary Status Plan (USP) and provides expertise, training, and resources necessary to ensure successful professional development for all TUSD personnel."
Director – Fine Arts	"Ensures that department's professional development offerings are geared towards meeting district goals."
Director – Health Services	"Provides health related training for Teachers and other staff members..."
Director of Interscholastics	"Provide professional development opportunities for site administrators, coaches and support staff."
Directors – African American Student Services; Mexican American Student Services; Native American Student Services	"Initiates and conducts student/parent/community departmental and other District staff in-services and programs as required or needed."
Director – Asian Pacific American Student Services	"Under the supervision of the Deputy Superintendent and/or the Curriculum, Instruction, and Professional Development Department the Director will participate in the evaluation of models that meet the academic needs of Pan Asian American students."
Director – Advanced Learning Experiences	"Attends, participates, and presents at workshops, conferences, professional development opportunities, and school and community meetings pertaining to Advanced Learning Experience programs."

Professional Development Responsibilities in Job Descriptions Tucson Unified School District January 2014	
Job Title	Professional Development Responsibility
Director – Culturally Responsive Pedagogy	“Directs educational approaches and practices which create and support inclusive learning environments utilizing learner centered approaches that emphasize students’ cultural assets, backgrounds, social conditions, and individual strengths, while engaging families of students as partners in the learning process.”
Director – Guidance, Counseling and Student Service/Prevention Programs	“Develop, plan and coordinate professional development, evaluation, orientation, training, and workshops to counselors, other administrators, principals, and teachers.”
Director – Language Acquisition	“Provide vision and leadership to support student achievement and... determin[e] professional development areas and interfac[e] ELL programs with district goals and initiatives.”
Director – School Improvement	“Direct school improvement teams in the alignment of professional development for the effective implementation of the Turnaround Model.”
Director – Alternative Middle School Programs	“Conduct weekly professional development for alternative programs staffs.”
Directors of Elementary Schools; Middle Schools; High Schools	“Coaches others in developing and improving school climate and culture.”
Director of Staff Services to Governing Board Office	“Supervises, trains, evaluates and directs daily operational functions. Conducts orientation for new Governing Board members regarding operation and activities of the Board Office.”
Director – Transportation	“Directs hiring and training of transportation employees.”
Principal Assistant Principal	“Personally models and supports professional growth for all...Develops personal growth plans for self and all staff...Ensures quality staff development at school site...Creates and supports learning communities... Uses and models the use of technology...Models behaviors of a lifelong learner.”
Instructional Staff Development Specialist	“Coordinates and provides guidelines and training to classified employees working with, or instructing students, such as Teacher Assistants, Instructional Specialists, Intervention Technicians, and Tutor/ Advisors. Provides professional development to para-professionals on areas such as proper lifting, discipline, implementation of behavior plans, positive reinforcement and other areas relevant to working with students with disabilities.”
Professional Development Specialist	“Designs, implements, and evaluates professional development program(s) for TUSD classified staff.”
Staff Development and Multicultural Curriculum Integration Coordinator	“Provides professional development and sustains opportunities for Educators to ensure that TUSD students are taught and master the skills needed to compete and function in the global society. ”
Teacher Mentor	“This position serves as a facilitator, coach, resource, and advocate for teachers, and will provide professional development opportunities as appropriate.”
Coordinator – New Teacher Induction	“...develops and implements a teacher induction system to provide multi-year support for new teachers, building professional knowledge...”
Certified Teacher	“Demonstrate commitment to continuous learning.”

As noted in Exhibit 3.4.2:

- The Director of Professional Development has primary responsibility for a professional development program in the Tucson Unified School District.
- Other director level positions differ by department as to their role in professional development for the district.

Personnel evaluation instruments provided additional expectations related to professional development.

- Principal Evaluation Process Standard 2 indicates, “An education leader promotes the success of every student by advocating, nurturing and sustaining a school culture and instructional program conducive to student learning and staff professional growth.”
- Teacher Evaluation Process Standard #9: *Professional Learning and Ethical Practice* states, “The teacher engages in ongoing professional learning and uses evidence to continually evaluate his/her practice, particularly the effects of his/her choices and actions on other learners, families, other professionals, and the community, and adapts practice to meet the needs of each learner.”

The auditors reviewed the Unitary Status Plan for professional development references related to the plan. Exhibit 3.4.3 outlines those references.

Exhibit 3.4.3

Unitary Status Plan Professional Development References Tucson Unified School District January 2014

Page #	Professional Development References
6	I.D.7. General Provisions: The Parties & Special Master shall review all professional development deadlines
9, 10	II.E.3. Magnet Programs: Magnet School Plan - (vi) ensure that administrators and certificated staff in magnet schools and programs have the expertise and training necessary to ensure successful implementation of the magnet. (ix) provide necessary training and resources to magnet school and program administrators and certificated staff
13	II.J. Student Assignment: Professional Development 1. By Oct 1 of 2013-14, District shall ensure that all administrators, certificated staff, and other staff involved in student assignment and/or enrollment process receive training on new student assignment process and procedures.
14	II.K.1.p. Student Assignment: A list or table of all formal professional development opportunities offered in the District over the preceding year pursuant to the requirements of this Section, by opportunity description, location held, and number of personnel who attended by position.
16	IV.B.3. Administrators & Certificated Staff: Hire or designate a director-level employee to coordinate professional development and support efforts. This employee shall be responsible for: (a) hiring or designating trainers for PD; (b) PD available at multiple times and at diverse locations; (c) coordinating district level PD; (d) assisting school sites in required PD; (e) managing New Teacher Induction Program; (f) developing and implementing support program for underperforming/struggling teachers; and (g) developing and implementing leadership program for African American and Latino administrators.
19	IV.E.2. Assignment of Administrators & Certificated Staff: Provide additional targeted training to staff members involved in hiring and assignment.
20	IV.E.6. Assignment of Administrators & Certificated Staff: Develop a plan to support first year teachers serving in schools where student achievement is below district average. The plan shall include professional development targeted toward the specific challenges these teachers face.
22	IV.I.1. Professional Support: Amend New Teacher Induction Program to provide new teachers foundation to become effective. Hire New Teacher Mentors.

Exhibit 3.4.3 (continued) Unitary Status Plan Professional Development References Tucson Unified School District January 2014	
Page #	Professional Development References
22	IV.I.2. Professional Support: Develop plan & implement strategies to support underperforming or struggling teachers regardless of length of service.
23	IV.I.4. Professional Support: Appropriate training for all site principals to build PLCs
23	IV.J.1. Administrators & Certificated Staff: Plan to ensure all administrators and certificated staff have copies of Order and are trained on elements and requirements prior to 2013-2014 school year.
23	IV.J.2. Administrators & Certificated Staff: Designate or hire trainers for all certificated staff, administrators, and para professionals to provide professional development to effectively implement pertinent terms of this Order.
24	IV.J.3. Administrators & Certificated Staff: Ongoing professional development to include: a. District's prohibitions on discrimination or retaliation on basis of race and ethnicity; b. practical & research-based strategies...; c. other training contemplated herein. Shall be offered on a regular basis, both integrated into instructional days and in dedicated professional development time during the summer or school year, as appropriate.
24	IV.J.4. Administrators & Certificated Staff: Targeted professional development pursuant to evaluations as in need of improvement.
24, 25	IV.J.5. Administrators & Certificated Staff: Provide all personnel involved in any part of hiring process with annual training on diversity, competitive hiring process, District's non-discrimination policies, state and federal non-discrimination law. This is in addition to annual professional development requirement.
25	IV.J.6. Administrators & Certificated Staff: Opportunity for administrators and certificated staff who demonstrate best practices in their classrooms or schools to coach, mentor, or collaborate with others.
26	IV.K.1.n. Administrators & Certificated Staff: Description of New Teacher Induction Program by race, ethnicity, and school site; o. Description of teacher support program including data regarding numbers and race or ethnicity of teachers in the program; p. copy of leadership plan to develop African American and Latino administrators; and q. for all training and professional development information on type of opportunity, location held, number of personnel attending by position; presenter, training outline, and documents distributed.
28	V.A.2.d.iv. Quality of Education: Provide professional development to administrators and certificated staff to identify and encourage African American and Latino students, including ELL students, to enroll in ALEs.
30	V.A.3.a.iv. Quality of Education: Require all GATE teachers to be gifted-endorsed or to be in the process of obtaining gifted endorsement.
30	V.A.4.iv. Quality of Education: Provide professional development to train all AAC teachers using appropriate training and curricula, such as that provided by College Board.
31	V.A.5.d. Quality of Education: Encourage school personnel, including counselors and teachers, through professional development, recognition, evaluation and other initiatives, to identify, recruit, and encourage African American and Latino students including ELL student to apply.
32	VE.1.b. Student Engagement and Support: Professional development and training for administrators and certificated staff to teach socially and culturally relevant curriculum and engage African American and Latino students.
36	VE.4.c. Student Engagement and Support: Director of Culturally Responsive Pedagogy & Instruction shall implement a professional development plan for administrators, certificated staff, and paraprofessionals on how best to deliver courses of instruction and to engage AA and Latino students.
36	VE.5.a. Student Engagement and Support: Provide all administrators and certificated staff with training on how to create supportive and inclusive learning environments for AA and Latino students with emphasis on curriculum, pedagogy and cultural responsiveness. Hire or designate individuals to assist in providing ongoing support and training.

Exhibit 3.4.3 (continued)
Unitary Status Plan Professional Development References
Tucson Unified School District
January 2014

Page #	Professional Development References
38	V.E.7.f. Student Engagement and Support: Student support services staff who are part of academic intervention teams shall be trained to implement specific academic intervention plans and on use of data systems used to monitor academic behavioral progress.
40	V.E.8.f. Student Engagement & Support: Student support services staff who are part of academic intervention teams shall be trained to implement specific academic intervention plans and on use of data systems used to monitor academic behavioral progress.
42	V.F.1.j. Student Engagement & Support: District shall provide as part of its annual report: list or tables of any certificated staff who received additional certification pursuant to requirements of this Section
43	V.F.1.t. Student Engagement & Support: District shall provide as part of its annual report: for all training and professional development required by this Section , information by type of training, location held, number of personnel who attended by position, presenter, training outline or presentation, and any documents distributed.
46, 47	VI.E.1-5. Discipline: Provide necessary training for Restorative Practices
49	VI.G.1.g. Discipline: District shall provide as part of Annual Report: details of each training on behavior or discipline held over the preceding year, including the dates, length, general description of content, attendees, providers, agenda, and any handouts.
54	IX.B.4. Facilities & Technology: The District shall include in its professional development for all classroom personnel, as more fully addressed in Section (IV)(J)(3), training to support the use of computers, smart boards and educational software in the classroom setting.
55	IX.C.1.e. Facilities & Technology: The District shall provide as part of its Annual Report: for all training and professional development provided by the District, as required by this Section, information on the type of training, location held, number of personnel who attended by position, presenter, training outline and documents distributed.
55	X.A.3. Evidence-Based Accountability: District shall require all administrators, certificated staff, and where appropriate, paraprofessionals, to undertake training on the EBAS.
<i>Data Source: TUSD Unitary Status Plan</i>	

Exhibit 3.4.3 notes:

- The Unitary Status Plan references professional development in sections related to Student Assignment, Administrative and Certificated Staff, and Discipline.
- The Unitary Status Plan further references professional development in subsections related to magnet programs, professional support, quality of education, student engagement and support, facilities and technology, and evidence-based accountability.

Auditors looked at district records of professional development activities related to the Unitary Status Plan. Exhibit 3.4.4 shows the professional development provided for the current school year and the participant roster figures.

Exhibit 3.4.4

Unitary Status Plan Professional Development activities for 20-2014 Tucson Unified School District January 2014

Course Title	Course Hours	Personnel Enrolled
Culturally Relevant Courses Lesson Plan Development	25	5
Culturally Relevant Courses PLC	11	12
*Grant Tracker Training (7 sessions, 6 topics)	1.5	76
Life Skills Alternative to Suspension Program - Job alike	11.5	0
Mandatory Magnet Site Coordinator Training Parts 1-5 (7 sessions, 5 topics)	7	159
**Multicultural and Global Literature in the Classroom (3 sessions, 3 topics)	3	31
PBIS #1 - Getting Started/Learning Supports Coords (3 sessions)	2.5	45
PBIS #2 - Implementation/Learning Supports Coords (2 sessions)	2	34
PBIS #3 - Using Data Effectively/Learning Supports Coordinators	2	35
Student Assignment (3 sessions)	1	1,653
(SIIS) Student Identification and Intervention System Pilot Training #2	2	18
SIIS Training - WatchPoint & Intervention Documentation	2	11
Understanding the Unitary Status Plan (3 sessions)	1	3,331
Total Participants		5,410
Note: *Grant Tracker Sessions: African American Studies, Student Services, New Employees, LSCs (2 sessions), GT LSCs , Paid Interveners		
**Multicultural & Global Sessions: AA, Span Mex, Nat Am/Russian, Arabic, Portuguese/Korean, Japanese, Chinese		
Data Source: Excel List of PD for Desegregation Order (Dropbox)		

Exhibit 3.4.4 notes:

- Thirty-four (34) professional development sessions are offered during the course of the school year, with 24 different course topics covered during those sessions.
- A total of 5,410 employees are noted as participants in the 34 sessions to date.
- One-hour courses on Student Assignment and Understanding the Unitary Status Plan have the greatest enrollment with 1,653 and 3,331 participants, respectively.

Auditors reviewed campus goals and mission statements, school improvement plans, and staff/faculty handbooks for references to professional development as a means of improving student achievement. Exhibit 3.4.5 shows references to professional development in those three campus documents.

Exhibit 3.4.5

**Professional Development References in Campus Documents
Tucson Unified School District
January 2014**

	Document	Documents Available for Auditor Review	Documents w/ Prof Dev References	Documents w/ No Prof Dev References	Documents w/ Limited Prof Dev Reference
Campus Goals & Mission Statements		23	3	20	--
School Improvement Plans		91	65	15	9 - PLC only 2 - Title I Tchrs only
Staff/Faculty Handbooks		21	5	16	--
<i>Data Source: Documents provided to auditors in Dropbox by district.</i>					

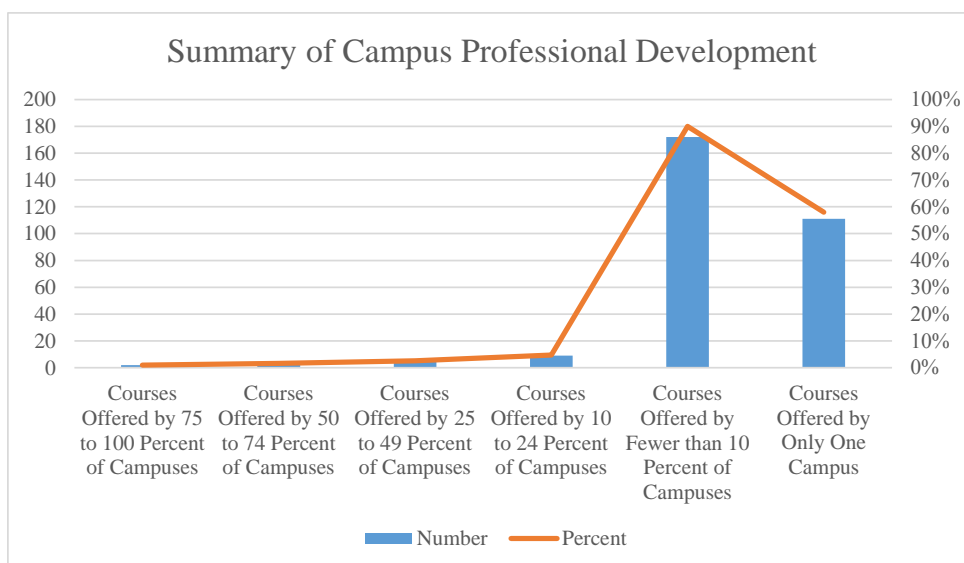
As noted in Exhibit 3.4.5:

- Twenty-three (23) of 91 campuses provided campus goals and missions for review, and of those only three made reference to professional development or learning.
- Seventy-six (76) of 91 school improvement plans made some reference to professional development; nine (9) referred only to professional development in relation to Professional Learning communities, and two plans referenced professional development only for Title I teachers.
- Twenty-one (21) of 91 campuses provided staff/faculty handbooks for review, and of those only five made reference to professional development.

Auditors examined individual campus professional development schedules and calendars for the 2013-14 school year. Of 91 campuses, 81 professional development schedules were available for review. For the 81 campuses reviewed, 191 different professional development activities were noted. Exhibit 3.4.6 shows a summary of common professional development activities offered by campuses across the Tucson Unified School District, and Exhibit 3.4.7 lists the most prevalent professional development activities (see Appendix B for individual campus information).

Exhibit 3.4.6

**Summary of Campus Professional Development activities for 2013-14
Tucson Unified School District
January 2014**



As noted in Exhibit 3.4.6:

- Only two professional development activities, or one percent, were offered by at least 75 percent of the campuses.
- Three activities, or two percent, were offered by at least 50 percent of the campuses.
- Five activities, or three percent, were offered by at least 25 percent of the campuses.
- Nine activities, or five percent, were offered by at least 10 percent of the campuses.
- One hundred seventy-two (172), or 90 percent, of the activities were offered by fewer than 10 percent of campuses.
- One hundred eleven (111), or 58 percent, of the professional development activities were offered on only one campus.

Exhibit 3.4.7

Prevalence of Campus Professional Development activities for 2013-14 Tucson Unified School District January 2014

Prof Development Sessions Offered on Multiple Campuses	# of Campuses Offering Training	% of Campuses Offering Training
C. Danielson Training	78	96
301 PLC	71	88
AIMS	46	57
ATI	48	59
Curr Dev/Planning	8	10
Data Analysis	44	54
Dept/Team Mtgs	15	19
Grade Level/Team Mtgs	21	26
Interventions	11	14
Math	12	15
Mission/Vision/Goals	11	14
PBIS	21	26
PLC	33	41
Student Engagement	9	11
SuccessMaker	23	28
Teachscape	39	48
Title I Update/Planning	17	21
Unitary Status Plan	9	11
Writing Prompts/Scoring	15	19
<i>Data Source: TUSD Campus Professional Development calendars, schedules, and plans.</i>		

As noted in Exhibit 3.4.7:

- Charlotte Danielson (teacher evaluation) training was the most prevalent course offered, with 78 campuses (96 percent) noted.
- Curriculum development and planning was the least prevalent course offered, with eight campuses (10 percent) noted.
- Only five common activities were offered on at least 50 percent of campuses.

Based on TUSD board policy, district and campus improvement plans, job descriptions, principal and teacher evaluations, campus professional development schedules, and other documents provided, auditors determined that policy guidance was inadequate to direct professional development efforts. They further determined that district planning documents were inadequate to provide direction for the district professional development program. Job descriptions and evaluations were adequate, with the Director of Professional Development assuming primary responsibility for the development and administration of the district professional development program, while evaluations provided expectations for ongoing professional growth. Campus professional development schedules and calendars indicate the lack of district focus and oversight related to professional development sessions, as evidenced by large numbers of professional growth activities occurring on only one campus.

The audit uses 18 criteria for assessing the adequacy and effectiveness of professional development programs. Exhibit 3.4.8 presents the audit characteristics and the auditors' ratings of those criteria for Tucson Unified School District. Specific explanations for each rating follow the exhibit.

Exhibit 3.4.8

Audit Characteristics of a Comprehensive Professional Development Plan And Auditors' Assessment of District Approach Tucson Unified School District January 2014

Characteristics	Auditors' Rating	
	Adequate	Inadequate
Policy		
1. Has policy that directs staff development efforts.		X
2. Fosters an expectation for professional growth.	X	
3. Is for all employees.		X
Planning and Design		
4. Is based on a careful analysis of data and is data-driven.		X
5. Provides for system-wide coordination and has a clearinghouse function in place.		X
6. Provides the necessary funding to carry out professional development goals.	X	
7. Has a current plan that provides a framework for integrating innovations related to mission.		X
8. Has a professional development mission in place.		X
9. Is built using a long-range planning approach.		X
10. Provides for organizational, unit, and individual development in a systemic manner.		X
11. Focuses on organizational change—staff development efforts are aligned to district goals.		X
Delivery		
12. Is based on proven research-based approaches that have been shown to increase productivity.	Partial	
13. Provides for three phases of the change process: initiation, implementation, and institutionalization.		X
14. Is based on human learning and development and adult learning		X
15. Uses a variety of professional development approaches.	X	
16. Provides for follow-up and on-the-job application necessary to ensure improvement.		X

Exhibit 3.4.8 (continued)		
Audit Characteristics of a Comprehensive Professional Development Plan And Auditors' Assessment of District Approach Tucson Unified School District January 2014		
Characteristics	Auditors' Rating	
	Adequate	Inadequate
17. Expects each supervisor to be a staff developer of staff supervised.	Partial	
Evaluation		
18. Requires an evaluation of process that is ongoing, includes multiple sources of information, focuses on all levels of the organization, and is based on actual change in behavior.		X
Total	3	15
Percentage	17%	
Partial ratings are counted as inadequate		

Exhibit 3.4.8 shows that the district's professional development plan satisfied three, or 17 percent, of the 18 audit criteria. Two criteria were rated partially adequate and therefore did not receive credit. A program or plan is considered adequate if it meets 70 percent of the audit criteria. Therefore, auditors rated the professional development plan as inadequate. The following comments provide explanations for the ratings in Exhibit 3.4.8.

Criterion 1: Policy (Inadequate)

Policy GCI: Professional Staff Development encourages but does not require employees to participate in professional development activities. *Board Policy ADF-R: Intercultural Proficiency* and *Board Policy IHAA: English Instruction* also address professional development but only in the context of their respective areas. There is no policy that directs the district to develop a comprehensive professional development program.

Criterion 2: Expectation for professional growth (Adequate)

As noted above, there are limited policies that address professional development. However, the district continuous improvement plan speaks to professional development, stating, "All Professional Development resources are coordinated to ensure leverage and alignment with district and student achievement initiatives." Personnel evaluations also include expectations for ongoing professional growth, as noted in the principal evaluation: "An education leader promotes the success of every student by advocating, nurturing and sustaining a school culture and instructional program conducive to student learning and staff professional growth." The teacher evaluation states, "The teacher engages in ongoing professional learning..." Further, the district allows for early release of students each Wednesday to provide time for the purpose of professional training.

Criterion 3: For all employees (Inadequate)

Policy does not speak to an expectation for all personnel and professional growth. The plans shared with the auditors are vague regarding professional development for personnel other than instructional employees.

Criterion 4: Data-driven (Inadequate)

Campus professional development activities related to data analysis were noted in 54 percent of the campus plans and schedules. However, there was no documentation presented to support the use of the analyzed data to inform future decisions related to professional development.

Criterion 5: System-wide coordination with clearinghouse function (Inadequate)

In order to meet adequacy, there would need to be records for campus initiated professional development activities and records maintained for all personnel at the district level (to include para-professionals, maintenance and grounds crews, and all other service personnel). Additionally, professional development activities would go through the clearinghouse in order to avoid duplication of efforts and/or dates. Professional development

records shared with the auditors were for district level training and were presented in an Excel format, indicating that a clearinghouse function does not exist for TUSD.

Criterion 6: Necessary funding (Adequate)

Although *Board Policy GCI: Professional Staff Development* states, “As far as possible, Tucson Unified School District funds will be budgeted for these purposes,” professional development funding is evident in Title II allocations and the Desegregation Plan budget. The 2013-14 Unitary Status Plan Budget shared with auditors indicated a total of \$7.3 million for professional development, with \$1.9 million designated as desegregation and \$5.3 million designated as non-desegregation funding. The Title II-A budget for 2013-14 shared with auditors included \$2.8 million for professional development and technology.

Criterion 7: Plan providing a framework (Inadequate)

There is no single plan that outlines a framework to support this criterion. Integration of specific strategies is further addressed by Criterion 13, which speaks to initiation, implementation, and institutionalization. Criterion 13 was also found to be inadequate.

Criterion 8: Professional development mission (Inadequate)

A mission statement for professional development was not found in board policy or district goals, indicating a lack of direction from the board.

Criterion 9: Long-range planning (Inadequate)

The only example of long-range planning was indicated in the Technology Strategy 2012-2015, which speaks only to professional development related to technology and technology implementation.

Criterion 10: Systematic approach (Inadequate)

Professional development activities are planned and implemented by the district and school sites, with school sites primarily responsible for their own growth. Professional Development Academic Trainers, Teacher Mentors, and other designated personnel are utilized as professional development trainers, but opportunities for training vary by campus. Interviews with district personnel indicate that district training typically occurs during the summer months, while campuses are responsible for most trainings during the school year. Campus documents presented to the auditors indicated varying numbers and types of trainings offered.

Criterion 11: Aligned to district goals (Inadequate)

District goals are silent on the topic of professional growth, so this criterion is found to be inadequate. TUSD Continuous Improvement Plan Standard 1 includes as an action step, “All Professional Development resources are coordinated to ensure leverage and alignment with district and student achievement initiatives.” And the Business Leadership Team Plan under Personnel Focus stipulates, “...establishing professional development regarding existing, refined, and/or new operational protocol and standards that enhance services in TUSD.” District mission and goals, however, do not address a professional development program for Tucson Unified School District.

Criterion 12: Research-based (Partially Adequate)

Professional development activities and training session lists shared with the auditors indicate that topics and training models such as the Danielson Framework are research-based. However, based on training activities found in the campus professional development plans (see [Appendix B](#)), sessions also included grade level and department meetings, as well as titles unique to individual campuses. This criterion was determined to be only partially adequate.

Criterion 13: Initiation, implementation, and institutionalization (Inadequate)

No evidence was presented to address these three stages of change.

Criterion 14: Adult learning (Inadequate)

Some of the professional development offerings include strategies such as staff collaboration, application in the classroom, and varied approaches to presentation. However, of follow-up support, review of progress in implementation, and evaluation to see the worth of new learning are missing.

Criterion 15: Variety of approaches (Adequate)

Campus professional development schedules provided to auditors indicate several approaches utilized to deliver professional development. During campus visits, principal interviews revealed the use of book studies, on-line learning, and professional learning community time and collaboration.

Criterion 16: Follow-up and on-the-job application (Inadequate)

In the analysis of documents provided auditors found no evidence of a systematic approach to monitor the application of new knowledge. While new teachers are provided with on-the-job application, evidence was not presented to indicate that all personnel are included. Interview data support this determination.

Criterion 17: Supervisor as staff developer (Partially Adequate)

Supervisors as professional developers are noted in current job descriptions. Although the superintendent job description includes only “Organizes District programs for effective teaching and learning,” the current superintendent conducts professional training for district administrators. A sample of supervisors as professional developers include:

- Assistant Superintendent—High School Leadership—“Provides differentiated professional development to all high school principals.”
- Directors of Elementary Schools, Middle Schools, High Schools—“Coaches others in developing and improving school climate and culture.”
- Principal & Assistant Principal—“Personally models and supports professional growth for all...”

Criterion 18: Evaluation (Inadequate)

Auditors were presented with evaluations of some district professional development sessions completed by participants of the sessions. However, no evidence of an evaluation process that is ongoing, includes multiple sources of information, focuses on all levels of the organization, and is based on actual change in behavior was presented to the auditors for review.

Auditors interviewed district personnel to determine the nature of professional development in the Tucson Unified School District. The following comments were noted:

- “There is no systemic plan for professional development.” (District Administrator)
- “We need more consistency in professional development. Too much inconsistency. It varies from building to building.” (District Administrator)
- “Summer professional development was an opportunity but not mandatory.” (Campus Administrator)
- “We need strategic alignment for professional development. I have been asked to create a district PD plan. Up until this year it was a frivolous task. They were not aligned until this year. Now I can write a comprehensive district plan.” (District Administrator)
- “This year the other district training has been the Danielson model for appraisals. With the exception of EEI, Danielson, and Teachscape, there has been no other professional development across the district.” (District Administrator)
- “There isn’t a lot of well-advertised district professional development. But our new superintendent is trying to revive district-focused professional development.” (Campus Administrator)
- “We have weekly professional development with the superintendent teaching us.” (Campus Administrator)

- “There has been a lack of professional development for teachers on how to work with district students. We don’t focus on culturally responsive practices to help teachers.” (District Administrator)
- “Ethnic/multi-cultural training is severely needed in the schools to get people to understand other cultures.” (Campus Administrator)
- “Wednesday PD is an area of weakness—they vary in times and content. Sometimes they are just a staff meeting.” (Campus Administrator)
- “Each school turns in professional development plans to the supervisors describing what is going to be done for the year. It is site-based and not district controlled. They do everything from A to Z, all over the place.” (District Administrator)
- “On Wednesdays [schools] are involved in site-based training and we do not know the effectiveness of this. We do not collect evaluations of our professional development.” (District Administrator)
- “TUSD devotes individual professional development time after school on Wednesdays for teachers, yet instruction remains the same. There needs to be changes.” (Community Member)
- “Professional development is like a huge piece of Swiss cheese. As an administrator, I have tried to plan professional development to support district initiatives, but if initiatives between Title I and the district don’t match, it creates tension. We would get more bang for our bucks if things were better aligned.” (Campus Administrator)

In summary, auditors found that professional development is occurring in the Tucson Unified School District at the district and campus levels to varying degrees and that some components of a professional development plan are in place. However, the current components do not provide for focused, ongoing training for all employees of the district. Additionally, there is no vehicle to ensure that initiation, implementation, institutionalization, and evaluation occur and that student performance increases as a result of improved staff performance.

Finding 3.5: The district has been under court order for more than 34 years to create a unitary system that provides equity and equal opportunity for all students. Efforts to achieve those ends have been ineffective. Practices have perpetuated a two-tier system of haves and have-nots student groups.

The objective of educational equity efforts is to produce comparable academic outcomes for all students. In order to produce such outcomes, students need to have equal access to programs and services, and equitable support that address their unique needs.

In order to determine if students had equal access and equitable support in Tucson Unified School District, the audit team reviewed files that included court documents, policies, plans, test data, program participation, and performance outcomes. Auditors also interviewed central office administrators, principals, teachers, parents, and community members and visited district schools to observe classroom activities.

The audit team found that the district was the losing defendant in desegregation suits filed in 1974 and, as a result, has been under a court-supervised desegregation order for most of the years since the filings. The court has given adequate general and specific guidance as to what must be done to provide equity and equal access to all district students, in particular African American and Hispanic students, plaintiffs in the 1974 suits. In spite of the guidance, the data show—and court records substantiate—that the district has failed to provide evidence of efforts to implement the court’s directives.

Data reviewed by the audit team show that male, economically disadvantaged and exceptional education students and English language learners were retained in grade at higher rates than other students. These same groups, along with African American and Hispanic students, were under-represented in desirable Advanced Learning Experiences, such as honors, Advanced Placement, and gifted and talented courses, and have not had equal access to the district’s prestigious University High School. Achievement pass rates for some student groups and achievement gaps have expanded. Dropout rates have increased and graduation rates have declined. In general, these conditions have persisted over the five years since the district was temporarily granted unitary status in 2008 (later revoked by court order). Finally, auditors determined that leadership, infrastructure, and

support for equity and equal access have been either inadequate or ineffective, as indicated by a lack of central office direction with regard to staffing, budgeting, data management, and magnet schools.

In summary, the district design for equal access and equity is extensive but inadequate, and actions have been ineffective in implementing the court's orders.

An exhaustive list of equity and equal access documents consulted by auditors is provided in [Finding 3.3](#). However, the following are key documents reviewed by the audit team to determine if the district staff had adequate guidance to develop and implement the plans necessary to provide equity and equal access for students:

- *Brief, Fisher, Mendoza, et al. v. Tucson Unified School District*, Nos. 10-15124, 10-15375, 10-15407, (9th Cir. 1980).
- *Mendoza v. United States.*, 623 F.2d 1338 (9th Cir. 1980), *cert denied*, 450 U.S. 912 (1981).
- *Unitary Status Plan, Fisher, et al v. Tucson Unified School District*, 74-cv-00090-DCB (D. Ariz., 2013). This document contains detailed requirements regarding equity and equal access for the district's students.
- *Unity Status Plan, Case 4:74-cv-00090-DCB Document 1450-1, filed 02/20/13*.
- *Unitary Status Plan Annual Report 2012-2013, Fisher, Mendoza, et al. v. Tucson Unified School District*, 74-cv-00090-DCB (D. Ariz., 2014).
- *Board Policy ADF: Intercultural Proficiency* provides direction for programs that "support...respect for...rights and...freedoms for all, regardless of race, gender, socioeconomic status, linguistic proficiency, language, ethnicity, national origin, religion, age, disability, sexual orientation, or gender identity/expression."
- *Board Policy GBA: Equal Opportunity* states, "Discrimination against an otherwise qualified individual with a disability or any individual by reason of race, color, religion, sex, sexual orientation, age, or national origin is prohibited. Efforts will be made in recruitment and employment to ensure equal opportunity in employment for all qualified person."
- *Board Policy IKE: Promotion, Retention, Acceleration and Appeal* states that with regard to English language learners, "The District will employ...interventions...in a way that language considerations will not be a factor in any retention decision."
- *Board Policy JG: Equal Education Opportunities & Anti-Harassment* grants students "[t]he right...to participate fully in classroom instruction [regardless] of race, color, religion, sex, sexual orientation, age, national origin, and disability, or any other reason not related to the student's individual capabilities."
- *Board Policy JK: Student Discipline* states, "To ensure fairness, a student whose conduct may warrant discipline, suspension or expulsion will be provided due process as required by law."

While guidance is extensive, it did not satisfy audit policy criteria (see [Finding 1.1](#)). Further, given the context of long-standing court orders to provide equity and equal opportunity and the court-documented lack of success on the part of leaders and staff in accommodating those requirements, auditors concluded that existing policy statements lacked the force and direction necessary to motivate and guide district employees to take required actions. In view of these findings, policy statements were inadequate.

The district had many plans ([Finding 1. 2](#)), but the one most impacting equity and equal access is the court-mandated and governing board-approved Unitary Status Plan. This document prescribes in detail actions to be accomplished, numerical goals to be achieved, and the accountability data that must be submitted to the court on a fixed schedule. Though the plan is extensive, the audit concluded that is incomplete, because, in many instances, it is a plan that requires preparation of supporting plans. Therefore, the design is incomplete and inadequate without the supporting plans.

Given the status of policy and plans, auditors determined that, in its present state, the design for student equity and equal access is inadequate.

To assess the delivery of equity and equal access in the district, auditors sampled several pertinent areas of district operations. The results of those samplings are described below.

Ethnic Diversity of Students and Teachers

The court-ordered Unitary Status Plan states, “The District shall seek to enhance the racial and ethnic diversity of its administrators and certified staff through its recruitment, hiring, assignment, promotion, pay, demotion, and dismissal practices and procedures.” This requirement recognize that educators who reflect the diversity of the student body create a more culturally sensitive environment, provide role models for students, and contribute to students’ sense of belonging. Exhibit 3.5.1 compares the ethnicity of the teaching staff to that of the most prominent student ethnic groups over recent school years.

Exhibit 3.5.1

Ethnic Distribution of Students and Teachers Tucson Unified School District 2009-2013

Year	African American Students	African American Teachers	Asian American Students	Asian American Teachers	Hispanic/Latino Students	Hispanic/Latino Teachers	Native American Students	Native American Teachers	White Students	White Teachers
2009-10	7.6	3.6	2.8	1.3	56.2	24.1	4.5	0.9	29.8	68.3
2010-11	5.7	3.5	2.5	1.4	60.6	23.9	3.9	1.1	24.9	67.8
2011-12	5.6	3.3	2.6	1.8	61.3	24.4	3.8	1.0	24.1	66.9
2012-13	5.6	3.5	2.4	1.8	62.3	24.8	3.7	1.0	23.3	67.2
<i>Sources: Appendix D, Unity Status Plan, Case 4:74-cv-00090-DCB Document 1450-1, filed 02/20/13 and e-mail, subject: Teacher Demographics (3), from the Desegregation Director’s office, 02/28/14.</i>										

Exhibit 3.5.1 shows that, during school years 2009-10 through 2012-13, disparities between the ethnic composition of the major student groups and teachers remained unchanged. Specifically, the following conditions are evident:

- African Americans make up approximately 5.6 percent of students and 3.5 percent of teachers.
- Asian Americans make up approximately 2.5 percent of students and 1.8 percent of teachers.
- Hispanics are the largest student group at roughly 61 percent but make up only 24 percent of the teaching staff.
- Native Americans comprise approximately four percent of students and one percent of teachers.
- Whites make up approximately 24 percent of students and 67 percent of the teachers.

The data show that, over the past few years, the district staff has not reflected the diversity of the students served.

District employees made the following comments to auditors regarding staff diversity:

- “We have enough money to implement the [Unity Status Plan, but] all of the pieces to manage it are not in place....We need good people in high positions [to implement the Plan]....It’s the politics of adding staff that prevents us from getting the people we need....There is a huge resistance to hiring people.... [That’s why] we are not complying with the Unity Status Plan....” (District Administrator)
- “Hiring bonuses were taken out of the recruiting plan.” (District Administrator)
- “We need to start growing our own minority leadership in the district.” (Instructional Support Staff)

Representation of Student Groups in Advanced Learning Opportunities, Disciplinary actions, and Dropout and Graduation Rates

Next, auditors turned their attention to sampling areas that reflect equity and equal access for students. The results of those samplings are reflected in the charts and tables presented as exhibits in the remaining sections of this finding. Readers should keep the following in mind while reviewing those exhibits:

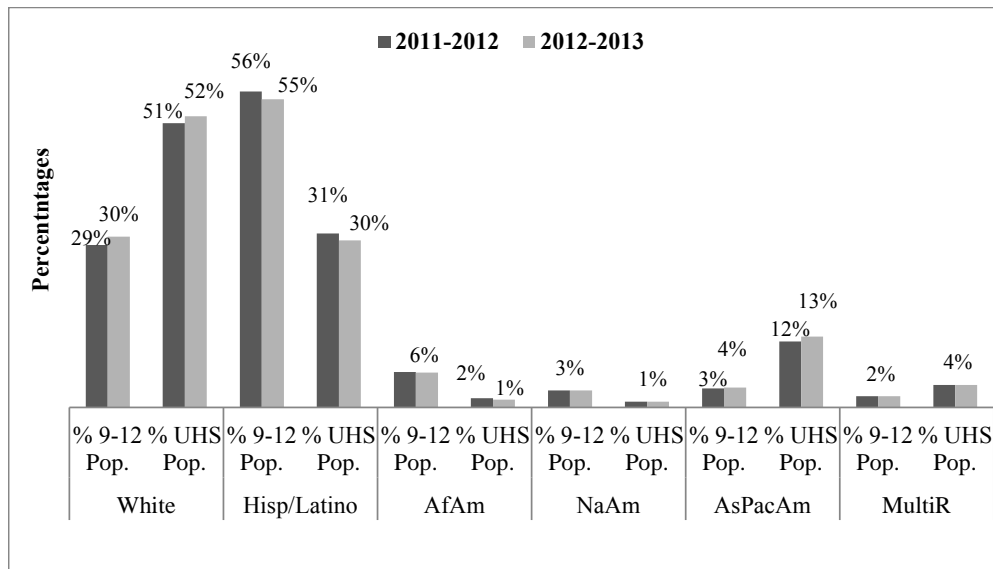
- All percentages have been rounded based on conventional rounding procedures.
- In charts where a percentage appears over two or more columns, it indicates that the percentages for the years represented are approximately equal due to rounding.
- Most bar charts in this finding cover three or more years, but only two percentages appear above the set of bars; they are percentages for the first and last school years of the period represented in the chart.

Equal Access to High Level Educational Opportunities

The Quality of Education section on the Unitary Status Plan identifies University High School (UHS) for special measures to ensure that students have equal access to that institution and are retained therein. UHS, grades 9-12, is the district's "exam school" (admission by examination). To determine the representation of various student subpopulations at UHS, auditors compared the ethnicity of the overall district enrollment to the ethnicity of students enrolled at UHS. Exhibit 3.5.2 shows the results of those comparisons for school years 2011-12 and 2012-13.

Exhibit 3.5.2

Comparison of Grades 9-12 Student Enrollment to University High School Enrollment Tucson Unified School District 2011-2013



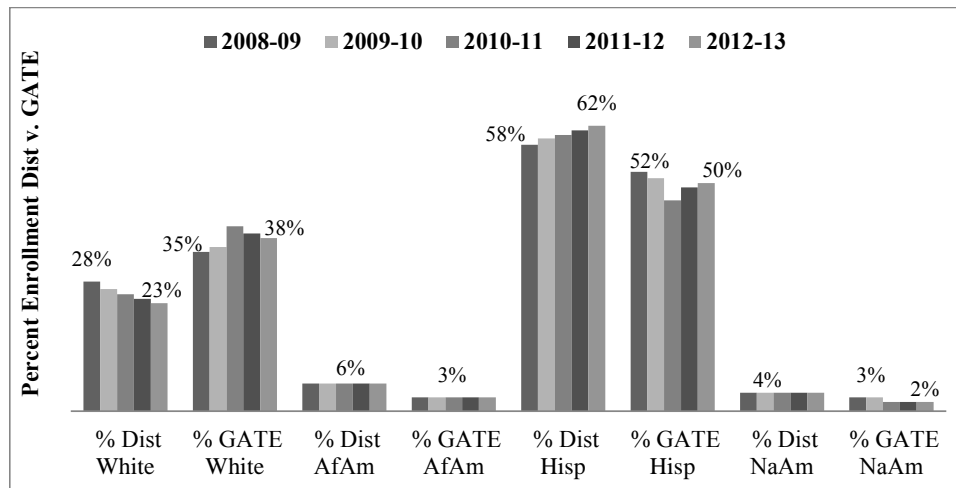
- African Americans constituted six percent of the grades 9-12 district enrollment and one or two percent of the UHS enrollment.
- Native Americans were three percent of the district enrollment in grades 9-12 and one percent of the UHS enrollment.
- Multi-racial students constituted two percent of the district's grades 9-12 enrollment and four percent of UHS enrollment.
- Asian/Pacific Americans comprised three and four percent of district enrollment, respectively, during 2011-12 and 2012-13, and 12 and 13 percent of the UHS enrollment during those years.
- The following student groups were overrepresented during both years at UHS: Whites (by approximately 20 percentage points) and Asians (by nine percentage points). For those years, Hispanics were underrepresented by 25 percent.

In response to an inquiry regarding the court order to make UHS more accessible to all students, especially to qualified students from groups that have been de facto, traditionally excluded, one board member said, "We are lowering the standards to allow kids to enter into one of our best schools in the district. We should not be lowering standards. I think that's a shame."

Advanced Learning Experiences (ALE) include such programs as gifted and talented (GATE), honors, Advanced Placement (AP), and the International Baccalaureate (IB). Auditors analyzed student participation in selected ALE to determine if it was representative of the overall student population. Exhibits 3.5.3 through 3.5.10 show the results of comparing overall district enrollment to the student participation in ALE. Exhibit 3.5.3 shows the participation of one set of student groups in GATE programs.

Exhibit 3.5.3

Gifted and Talented Program Enrollment: Set 1 Tucson Unified School District 2008-2013



- Hispanics were underrepresented by six percentage points during the first year and by 12 points during the last year.
- African American and Native American students were slightly underrepresented each year.

Exhibit 3.5.4 shows the participation of a second set of student groups in the GATE program. Note that exceptional education (SPED) students are included in the chart. Auditors have no expectation that SPED students will be represented in the GATE program in the same proportion as their presence in the general student population. The reason is that some conditions that qualify students for SPED status have adverse effects on educational performance. However, all SPED students were included in the analysis of proportional participation because privacy laws and regulations prevent the identification of individual students and their qualifying conditions.

Exhibit 3.5.4

Gifted and Talented Program Enrollment: Set 2 Tucson Unified School District 2008-2013

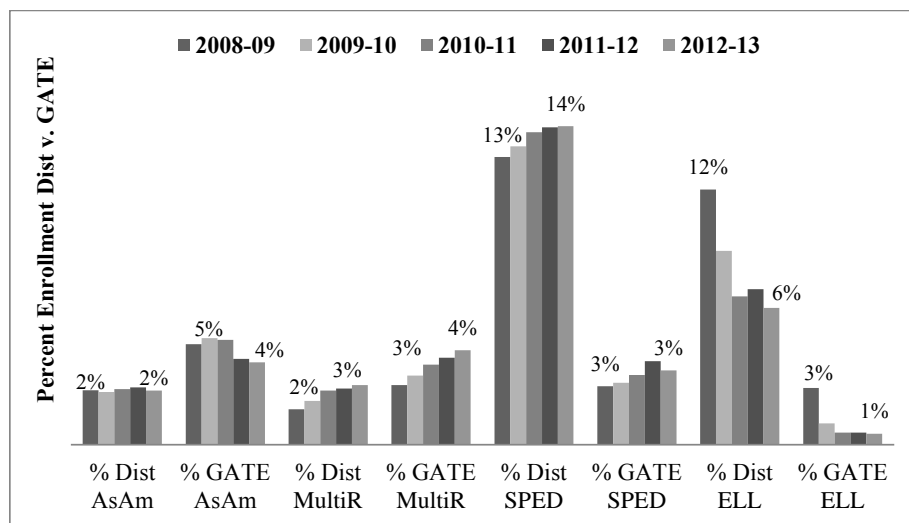
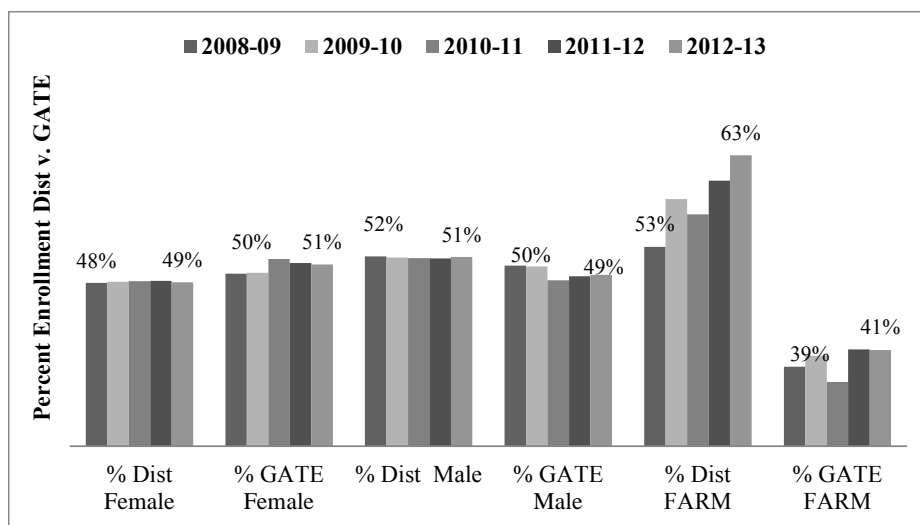


Exhibit 3.5.5 shows the participation of a third set of student groups in the GATE program.

Exhibit 3.5.5

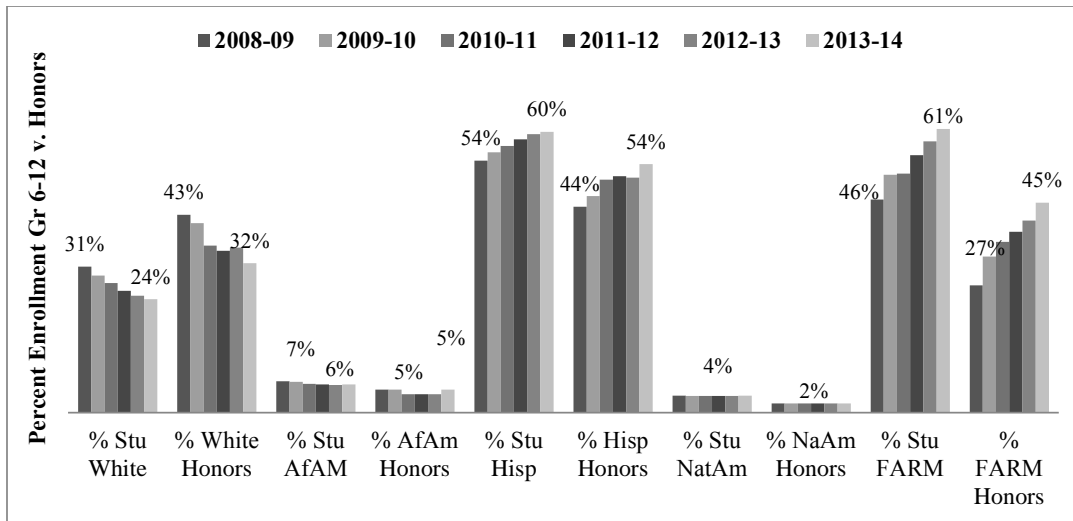
**Gifted and Talented Program Enrollment: Set 3
Tucson Unified School District
2008-2013**



Honors programs available to students in grades 6 through 12 reflected patterns of over- and under-representation similar to those auditors identified in the GATE program. Exhibits 3.5.6 and 3.5.7 show the participation of selected groups in the honors program.

Exhibit 3.5.6

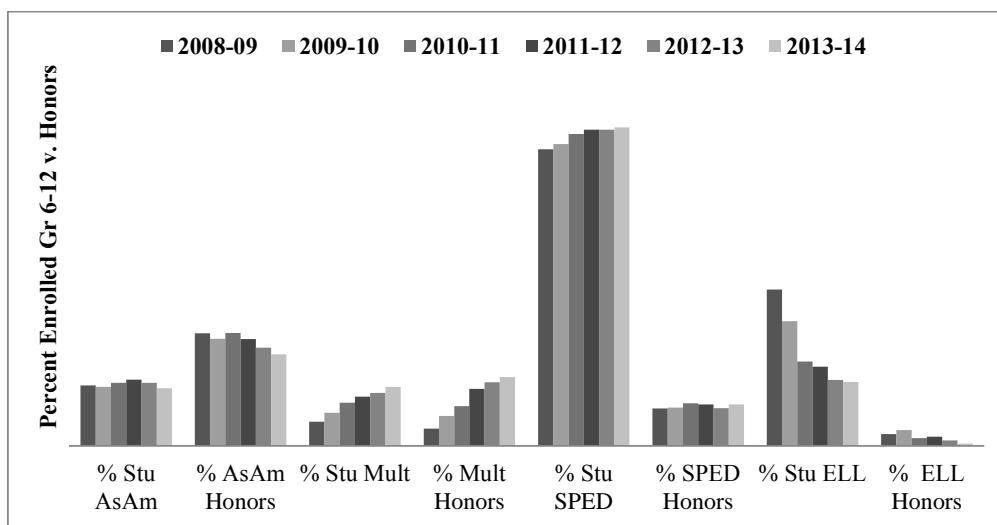
Honors Program Enrollment: Set 1 Tucson Unified School District 2008-2014



Exhibits 3.5.7 show the participation of other relevant groups in the honors program.

Exhibit 3.5.7

**Honors Program Enrollment: Set 2
Tucson Unified School District
2008-2014**



The district offers Advanced Placement (AP) courses at its high schools. Auditors reviewed data to determine if enrollment in AP courses was representative of ethnic groups in the general student population and if those groups had similar levels of success on course examinations. Exhibits 3.5.8 and 3.5.9 compare overall student enrollment in grades 11 and 12 to enrollment in AP courses for those same grades. (Caution: AP enrollment percentages incorporate duplicate counts because a student may enroll in one or more AP courses.)

Exhibit 3.5.8

Advanced Placement Course Enrollment: Set 1 Tucson Unified School District 2008-14

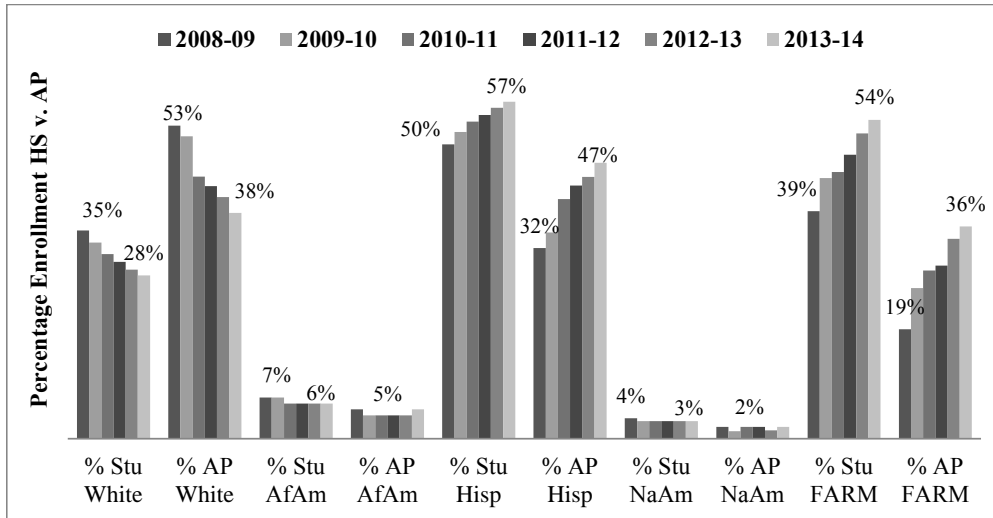
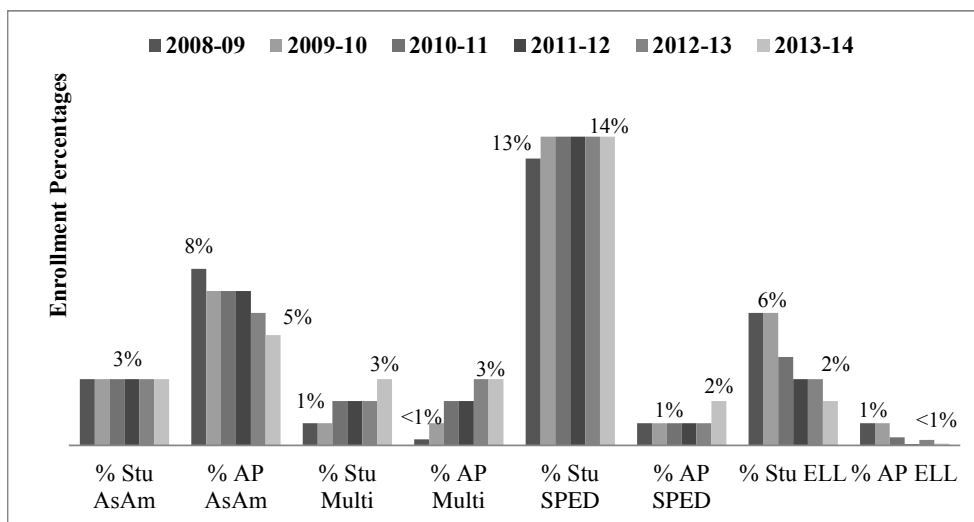


Exhibit 3.5.9 compares the overall student enrollment in grades 9 through 12 to the enrollment of a second set of student subgroups in AP courses for those same grades.

Exhibit 3.5.9

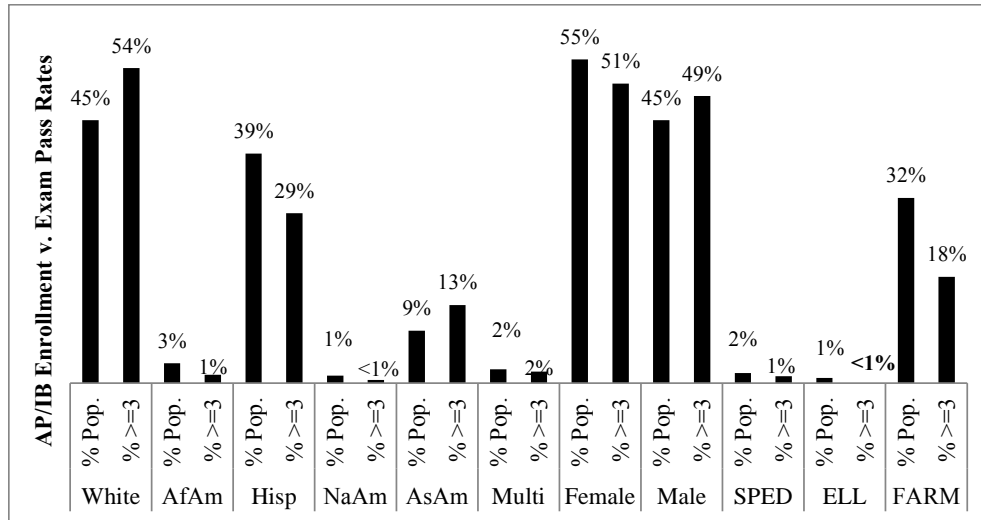
**Advanced Placement Course Enrollment: Set 2
Tucson Unified School District
2008-2014**



Auditors also reviewed the performance of ethnic groups on *AP/IB* examinations. Exhibit 3.5.10 displays the following data for minority and non-minority students in grades 11 and 12 during school year 2012-13: overall district enrollment, enrollment in *AP/IB* courses, and pass rates on *AP/IB* examination. Pass rates are calculated using the percentage of students within each subgroup who scored 3 or above on a 5-point scale, making them eligible for college credit.

Exhibit 3.5.10

**Advanced Placement and International Baccalaureate Examination Pass Rates
Tucson Unified School District
2012-13**

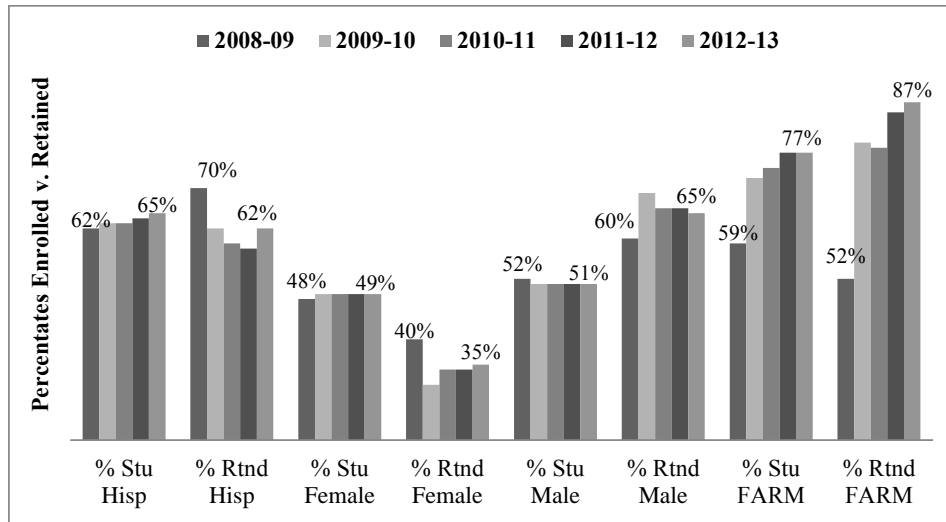


Retentions in Grade

Retaining a pupil in grade can promote or jeopardize the student's educational success. Retentions can also reflect bias or indicate that students are not receiving the full benefit of necessary or customary support services. To identify retention trends, auditors reviewed statistics for the five most recent school years. Exhibits 3.5.11 through 3.5.13 compare district enrollment to retention rates for various student groups. Percentages reflect students who were enrolled on the last day of the school year, returned the following year, and remained in the same grade.

Exhibit 3.5.11

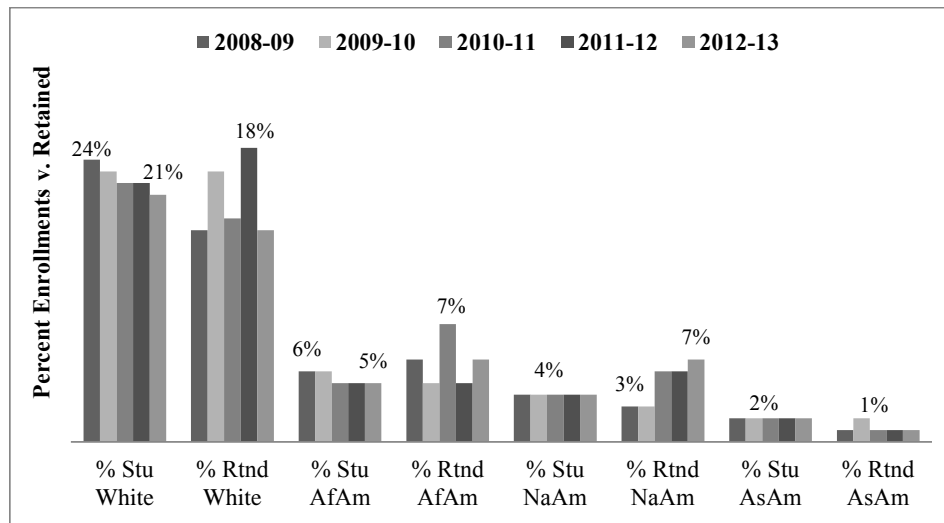
**Retention Rates: Set 1
Tucson Unified School District
2008-13**



Exhibits 3.5.12 compares district enrollment to retention rates for a second set of student groups.

Exhibit 3.5.12

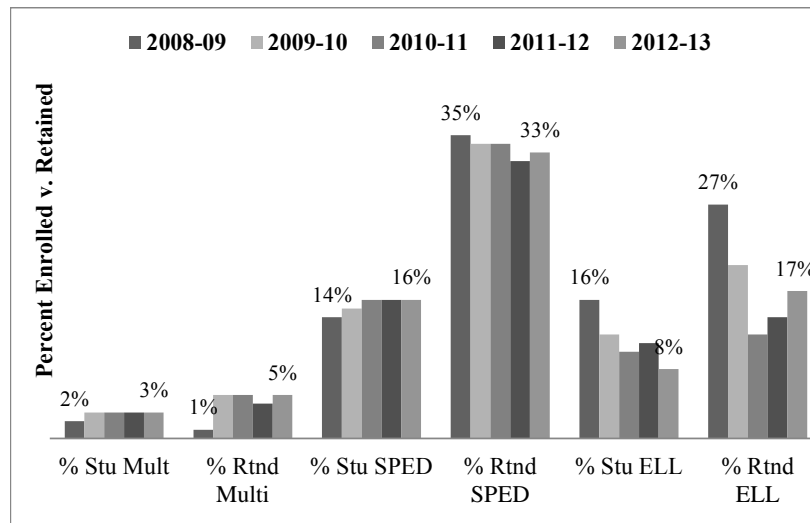
**Retention Rates: Set 2
Tucson Unified School District
2008-13**



Exhibits 3.5.13 compares district enrollment to retention rates for a third set of student groups.

Exhibit 3.5.13

**Retention Rates: Set 3
Tucson Unified School District
2008-13**



Auditors analyzed disciplinary actions for evidence of overrepresentation. Exhibits 3.5.14 and 3.5.15 contain the results of those analyses.

Exhibit 3.5.14

**Disciplinary Rates: Set 1
Tucson Unified School District
2012-13**

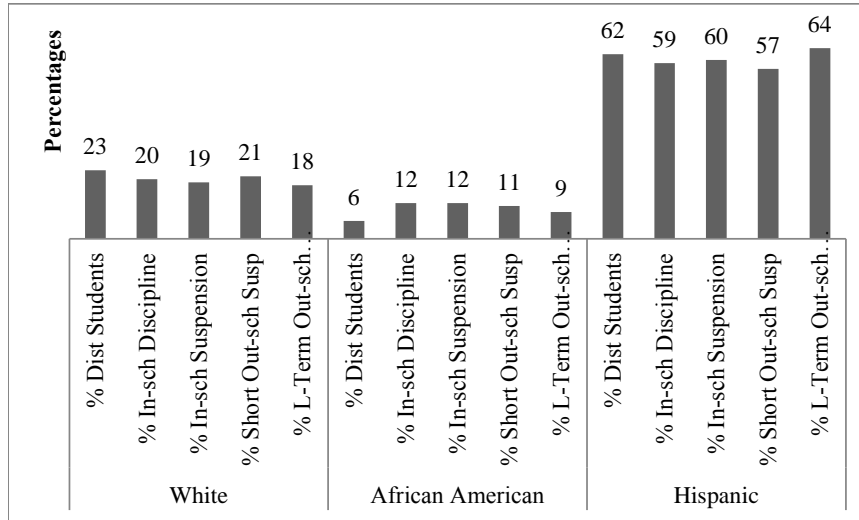
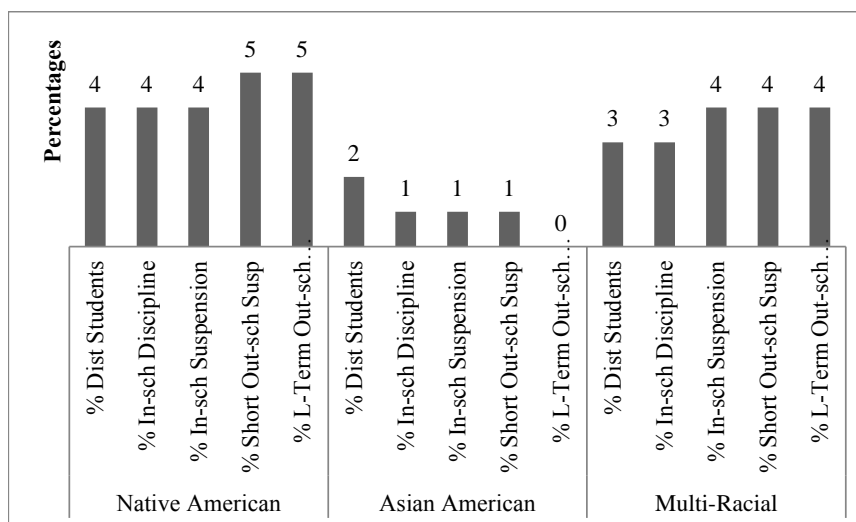


Exhibit 3.5.15 compares enrollment and disciplinary rates for the second set of student groups.

Exhibit 3.5.15

Disciplinary Rates: Set 2 Tucson Unified School District 2012-13



Exceptional Education

Inappropriate exceptional education (SPED) placements can also impede student access to the full benefits of the curriculum (see [Finding 3.3](#)). Accordingly, the audit team reviewed selected district statistics on the SPED population. [Exhibits 3.5.16](#) and [3.5.17](#) compare district enrollment to the SPED population.

Exhibit 3.5.16

**Exceptional Education Rates: Set 1
Tucson Unified School District
2008-2014**

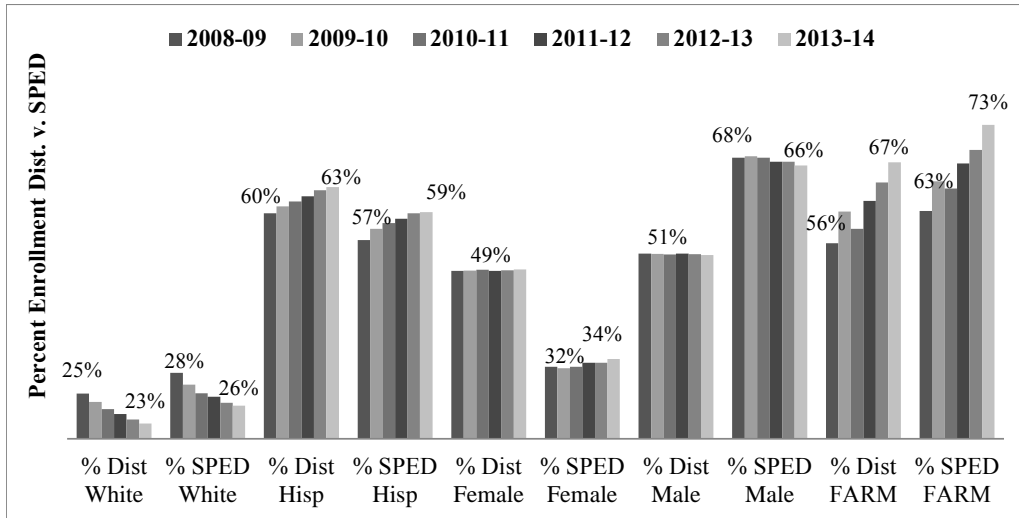
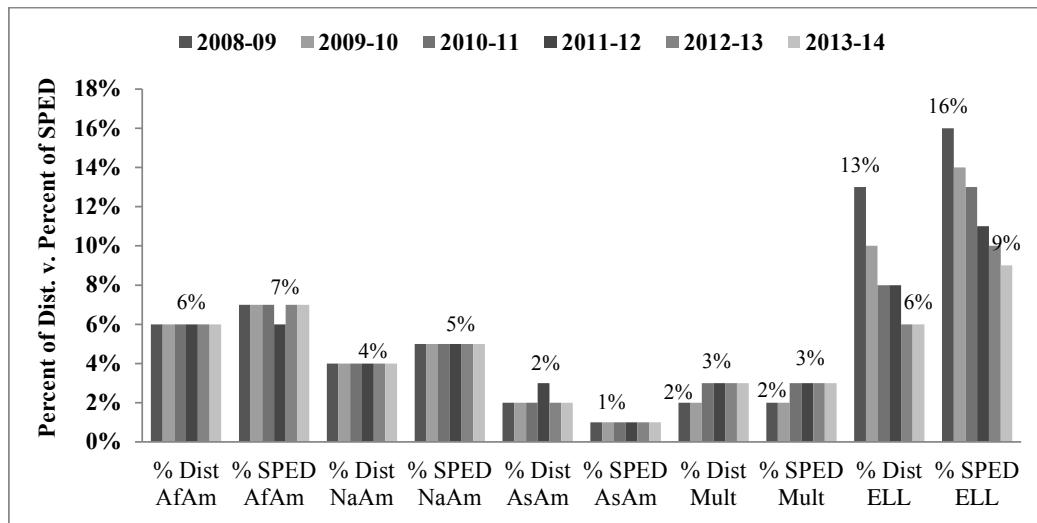


Exhibit 3.5.17 compares district enrollment to a second set of exceptional education student subpopulations.

Exhibit 3.5.17

Exceptional Education Rates: Set 2 Tucson Unified School District 2008-2014

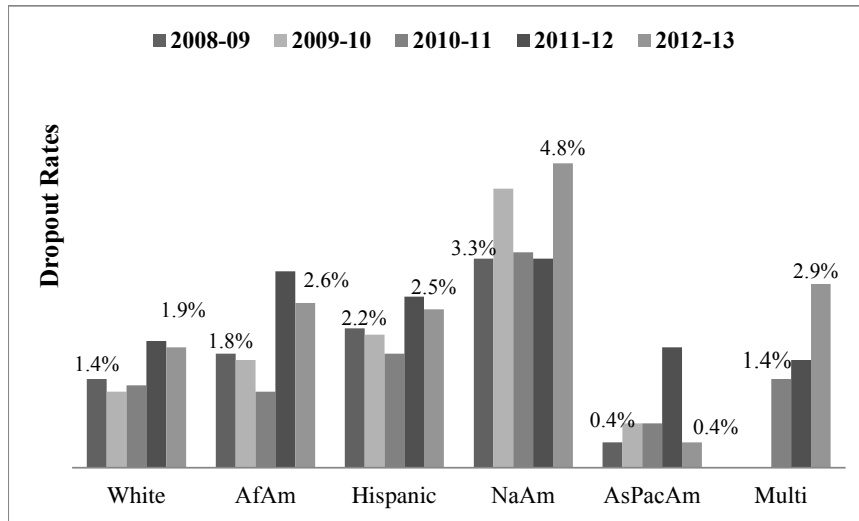


Dropout and Graduation Rates

Exhibit 3.5.18 displays dropout rates for the district's ethnic groups.

Exhibit 3.5.18

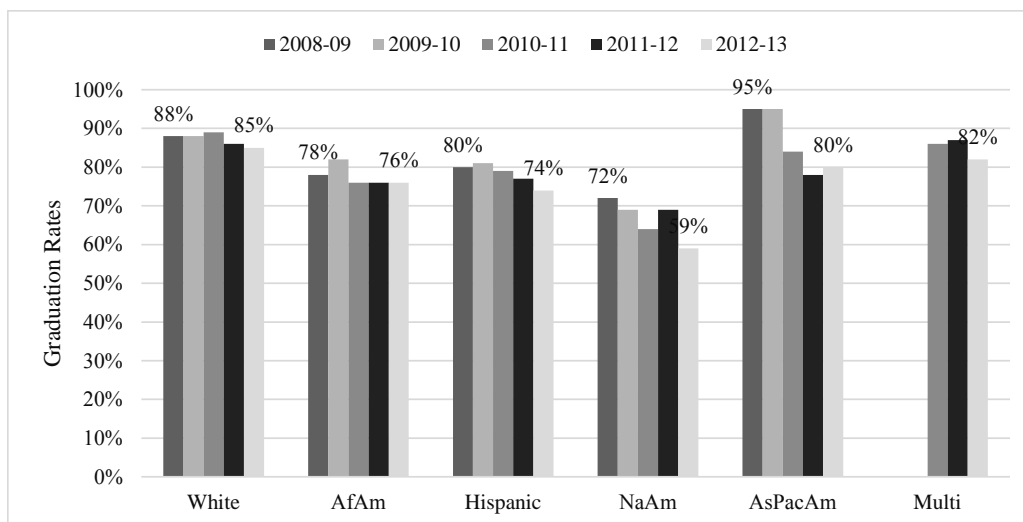
**Dropout Rates by Ethnic Group
Tucson Unified School District
2008-2013**



Increases in dropout rates have an inverse impact on rates graduation rates. Exhibit 3.5.19 displays graduation rates by ethnic group.

Exhibit 3.5.19

Graduation Rates by Ethnic Group Tucson Unified School District 2008-2013



disadvantaged students (FARM), and exceptional education students (students with disabilities or SPED). The data in the appendix tables and exhibits that follow ([Exhibits 3.5.21 through 3.5.34](#)) must be used with the following cautions:

- Calculations were based on the average change in pass rates during the five-year period from 2008-09 through 2012-13. These rates may increase or decline with each new testing period, and the years to parity calculations must be revised annually.
- For comparisons in grades 4 and 5, bar charts represent 2009-10 through 2012-13 (four years of data) because Multi-racial students had the highest pass rates in those years and grades; there were no Multi-racial data for 2008-09, since that classification did not exist.
- Students in each group change over the years and cohort analysis is the tool of choice for monitoring the progress of a single group through the grades.
- As higher levels of achievement are reached, gains are harder to realize.
- The years to parity analysis is but one indicator of the success of current initiatives in eradicating achievement gaps.

Note: Achievement, years to parity, and related issues concerning exceptional education (SPED) students and English language learners (ELL) were discussed in [Finding 3.3](#) and will not be repeated in this finding.

Reading

[Exhibit 3.5.21](#) compares 2008-09 and 2012-13 pass rates for White students on the *AIMS* reading tests. It also shows: (1) annualized pass rate growth over the five years and the additional percentages of White students needing a passing score to close the achievement gap with the leading group in 2012-13, in those few instances where White students did not have the highest pass rates.

Exhibit 3.5.21

White Students: AIMS Reading Tests, Grades 3-8 and 10
Pass Rates, Pass Rate Growth, and Rate Gains to Close Achievement Gaps
Tucson Unified School District
2008-09 and 2012-13

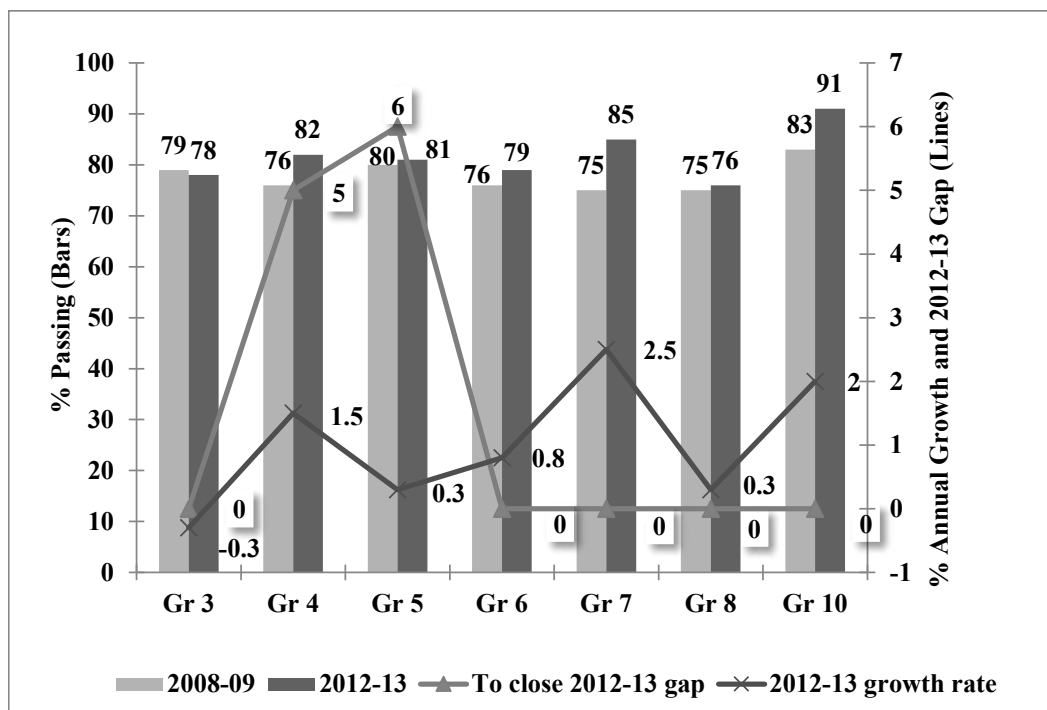


Exhibit 3.5.21 depicts selected trends on the *AIMS* reading tests for White students, by grade, during the period 2008-09 through 2012-13:

- Bars are read against the left-hand scale. The first set of bars indicates that in grade 3, 79 percent of students scored proficient or better in 2008-09; the rate declined to 78 percent in 2012-13. Collectively, the bars for all grades indicate increased proficiency rates, slight or substantial, in all grades, except grade 3.
- The trend line marked by triangles and shaded numbers (read against the right-hand scale) shows the additional percentages of students that were necessary to close achievement gaps with the leading group in 2012-13: five percentage points in fourth grade and six points in fifth grade. Zeroes are shown for the remaining grades because White students had the highest pass rates for those grades in 2012-13.
- Asterisks (*) beside grades 4 and 5 indicate that the achievement gaps in those grades between Whites and the leading Multi-racial group will never close at current rates of progress. (Progress was determined by computing the annualized pass rate growth or decline over the period 2009-10 through 2012-13).
- Annualized growth or decline of pass rates is shown on the “X” trend line (read against the right-hand scale) and indicates that the rates for White students grew at less than two percentage points in five of seven grades. Growth rates ranged from a minus 0.3 percentage points in the third grade to 2.5 percentage points in seventh grade.

Reminder: for grades 4 and 5, the bars represent 2009-10 and 2012-13 because Multi-racial students had the highest pass rates in those grades and there were no Multi-racial comparison data for 2008-09, since that classification did not exist.

Exhibit 3.5.22 compares 2009-10 and 2012-13 pass rates for Multi-racial (MR) students on the *AIMS* reading tests. It also shows the additional percentages of MR students who needed a passing score to close the achievement gap with the leading group in 2012-13, and annualized growth rate of pass rates on the tests.

Exhibit 3.5.22

Multi-racial Students: AIMS Reading Tests, Grades 3-8 and 10
Pass Rates, Pass Rate Growth, and Rate Gains to Close Achievement Gaps
Tucson Unified School District
2009-10 and 2012-13

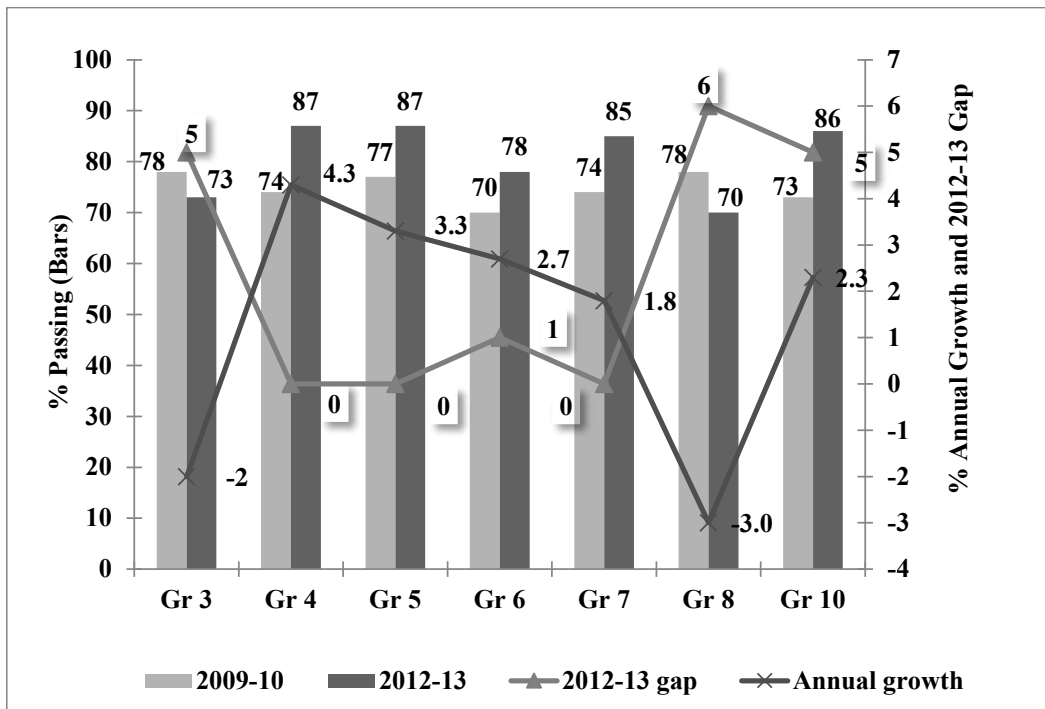


Exhibit 3.5.22 depicts selected trends on the *AIMS* reading tests for Multi-racial (MR) students, by grade, during the period 2009-10 through 2012-13:

- The bars (read against the left-hand scale) indicate pass rate declines in grade 3 and 8 and increases ranging from eight points in sixth grade to 13 points in grades four and ten.
- The “triangle” trend line with shaded numbers (read against the right-hand scale) shows the pass rate gains required to achieve parity with the leading group in 2012-13.
- In grades 4 and 5 that percentage is zero because MR students were the lead group; in seventh grade, it is zero because MR students achieved parity with the leading group.
- In other grades, percentages required to achieve parity with the leading group (Whites) were as follows: grades 3 and 10, five points; sixth grade, one point; and eighth grade, six points. The asterisk (*) beside grade 3 indicates that the achievement gap will never close at the annualized pass rate growth for the four-year period.
- Annualized pass rates growth are shown on the “X” trend line (read against the right-hand scale) and indicate that MR students had low to negative annualized growth rates, ranging from a plus 4.3 percentage points in grade 4 to a minus three percentage points in grade 8. The negative rate in the third grade indicates a widening gap between MR student and the leading group (Whites) that will never close at the 2012-13 growth rate of minus two percentage points.

Exhibit 3.5.23 compares 2008-09 and 2012-13 pass rates for African Americans on the *AIMS* reading tests, along with the additional percentages of African American students who needed a passing score to close the achievement gap with the leading group in 2012-13 and the annualized growth of pass rates on the tests.

Exhibit 3.5.23

African American Students: *AIMS* Reading Tests, Grades 3-8 and 10
Pass Rates, Pass Rate Growth, and Rate Gains to Close Achievement Gaps
Tucson Unified School District
2008-09 and 2012-13

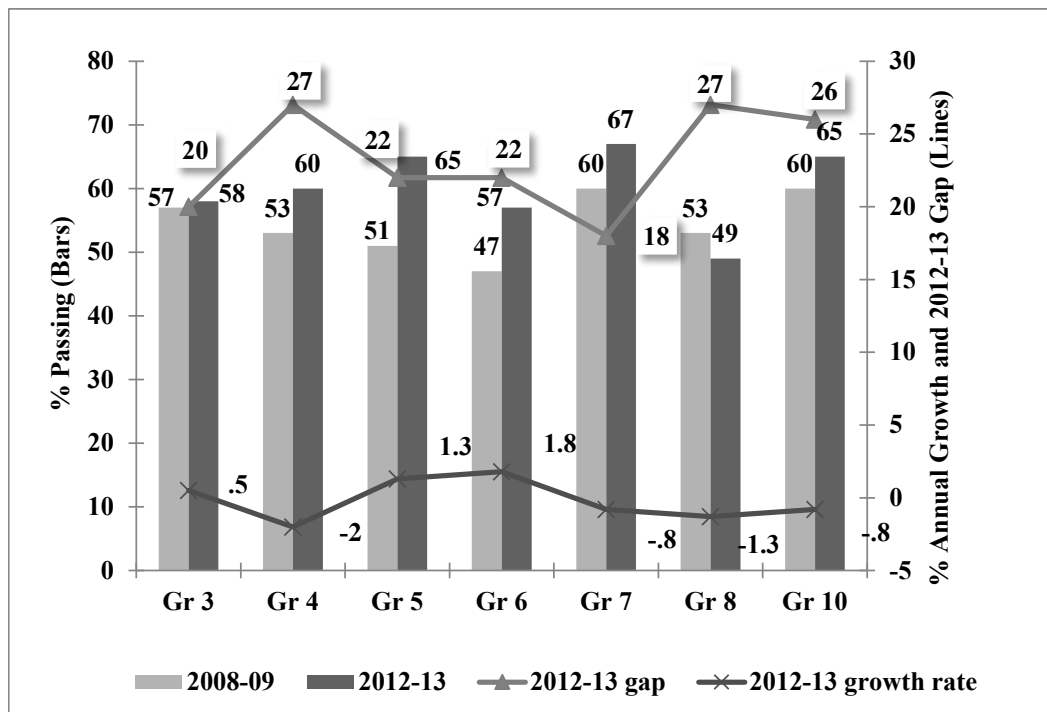


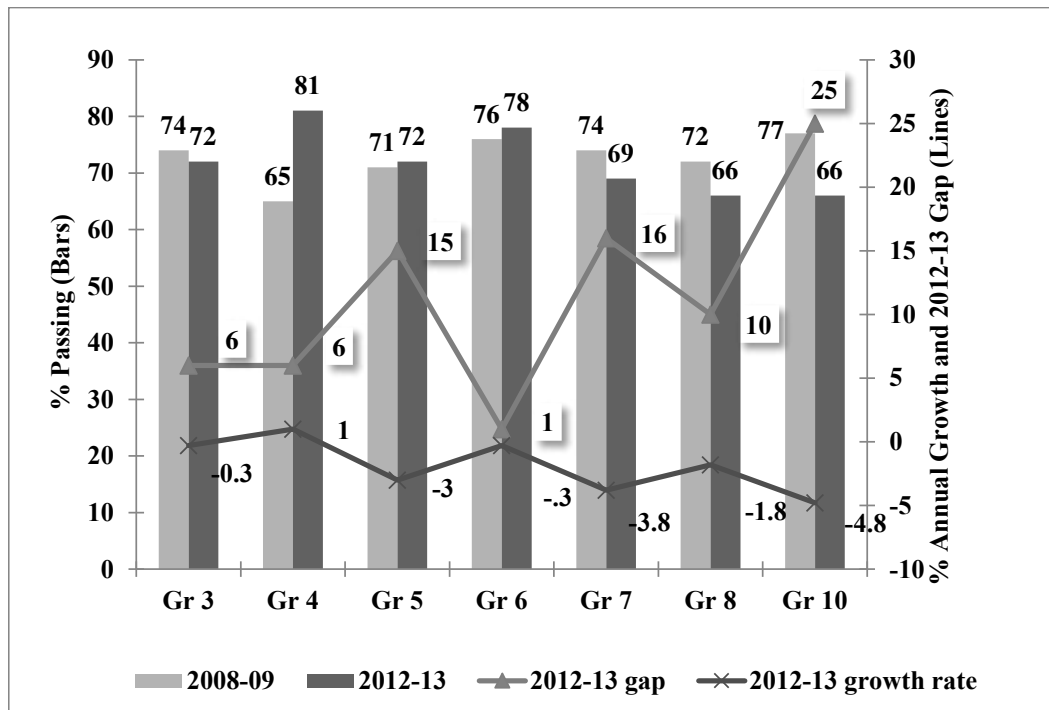
Exhibit 3.5.23 depicts selected trends in the performance of African American students, by grade, on the *AIMS* reading tests during the period 2008-09 through 2012-13:

- The bars (read against the left-hand scale) indicate low pass rates with small to moderate increases in most grades except the eighth; pass rate increases range from one point in third grade to 14 points in fifth grade.
- The “triangle” trend line with shaded numbers (read against the right-hand scale) shows the percentage growth in pass rates required to achieve parity with the leading group in 2012-13. Those rates ranged from 18 points in the seventh grade to 27 in grades 4 and 8.
- The asterisks (*) beside grades 4, 7, 8, and 10 indicate that achievement gap will never close at the annualized pass rate growth for the period.
- Annualized pass rate growth is shown on the “X” trend line (read against the right-hand scale) and indicates that African American students had low to negative annualized growth in pass rates, ranging from a minus two in fourth grade to a plus 1.8 percent in sixth grade. The negative rates in grades 4, 7, 8, and 10 indicate a widening gap between African American student and the leading groups that will never close at 2012-13 rates of progress.

Exhibit 3.5.24 compares 2008-09 and 2012-13 pass rates for Asian students on the *AIMS* reading tests and also shows additional percentages of Asian students who needed a passing score to close achievement gaps with the leading group in 2012-13, and annualized pass rate growth.

Exhibit 3.5.24

Asian Students: AIMS Reading Tests, Grades 3-8 and 10
Pass Rates, Pass Rate Growth, and Rate Gains to Close Achievement Gaps
Tucson Unified School District
2008-09 and 2012-13

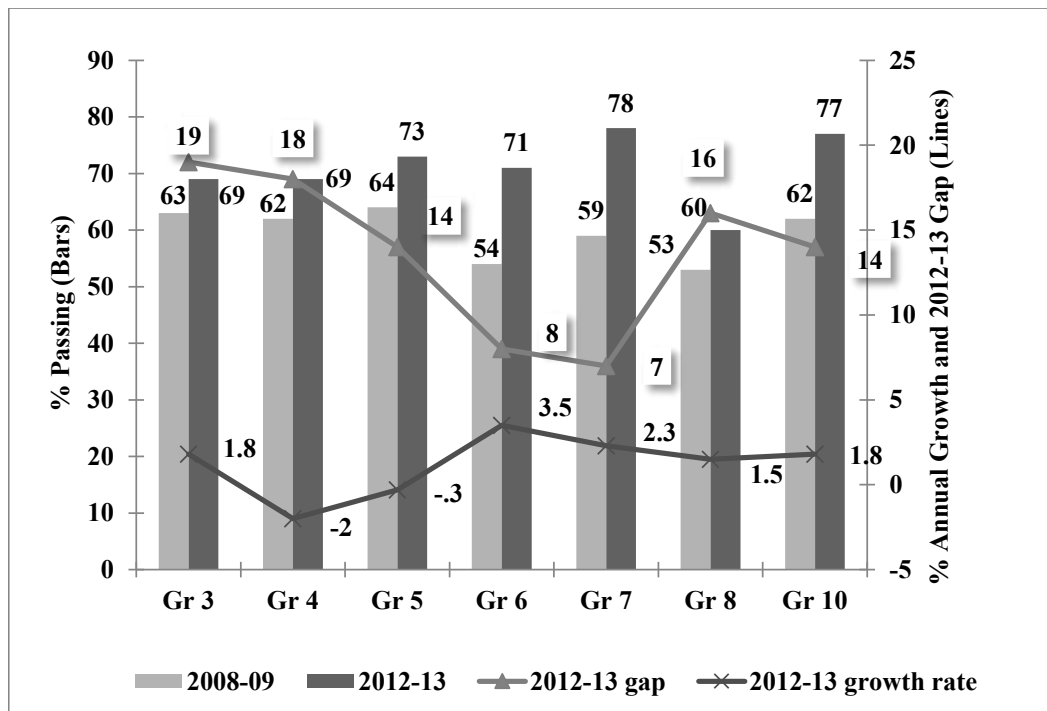


- The “triangle” trend line and shaded numbers (read against the right-hand scale) show that to achieve parity with the leading group in 2012-13, Asian students needed six percentage points in the third and fourth grades, 15 points in fifth grade, one point in sixth grade, 16 points in seventh grade, 10 points in eighth grade, and 25 points in tenth grade. These parity needs were based on the annualized growth in pass rates during the review period.
- Annualized pass rate growth is shown on the “X” trend line (read against the right-hand scale) and indicates that Asians had low to negative rates, ranging from one point per year in fourth and sixth grades to a minus 4.8 points in tenth grade. Negative rates indicate a growing gap between Asian student and the leading groups that will never close at 2012-13 growth rates.

Exhibit 3.5.25 compares 2008-09 and 2012-13 pass rates for Hispanic students on the *AIMS* reading tests. It also shows the additional percentages of Hispanic students who needed a passing score to close the achievement gap with the leading group in 2012-13, and annualized growth of pass rates.

Exhibit 3.5.25

Hispanic Students: *AIMS* Reading Tests, Grades 3-8 and 10
Pass Rates, Pass Rate Growth, and Rate Gains to Close Achievement Gaps
Tucson Unified School District
2008-09 and 2012-13



to a high of 3.5 percentage points in sixth grade. Negative rates at grades 4 and 5 indicate growing gaps between Hispanics and leading groups that will never close at 2012-13 growth rates.

Exhibit 3.5.26 compares 2008-09 and 2012-13 pass rates for Native American students on the *AIMS* reading, as well as the percentages of Native American students who needed a passing score to close the achievement gap with the leading group in 2012-13, and annualized growth of pass rates.

Exhibit 3.5.26

Native American Students: *AIMS* Reading Tests, Grades 3-8 and 10 Pass Rates, Pass Rate Growth, and Rate Gains to Close Achievement Gaps Tucson Unified School District 2008-09 and 2012-13

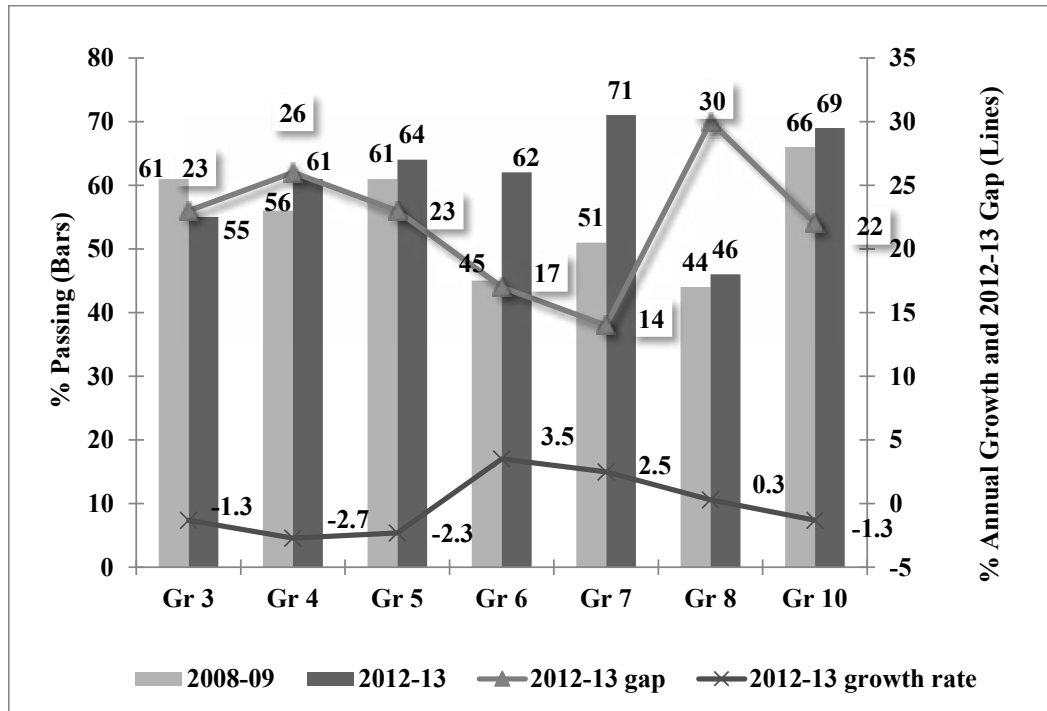
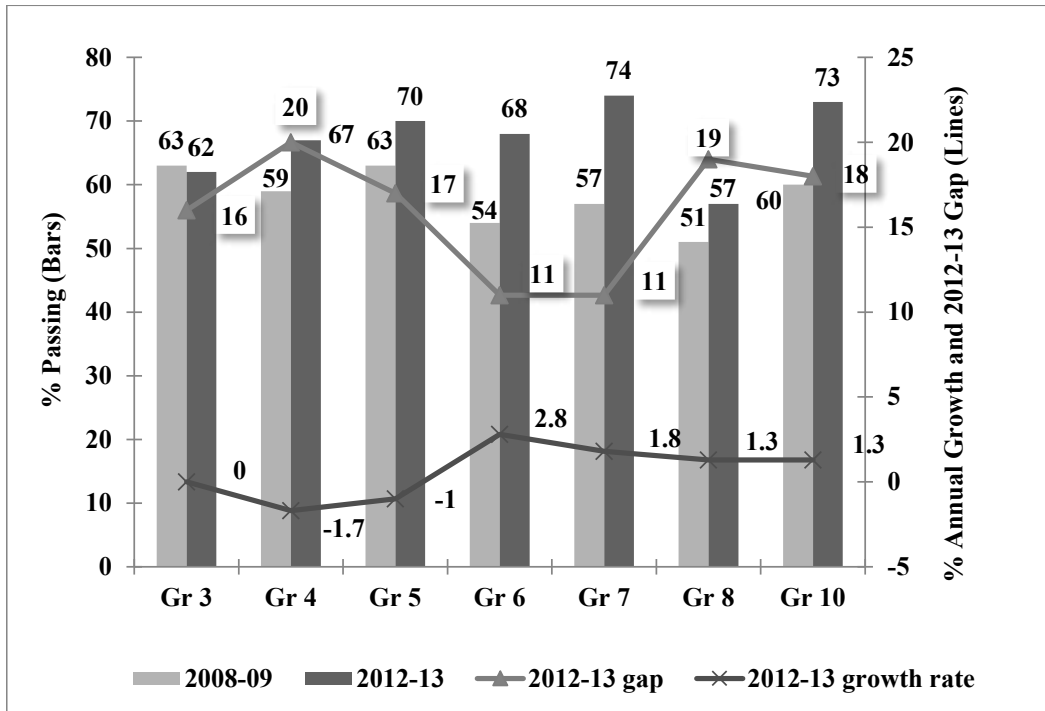


Exhibit 3.5.27 compares 2008-09 and 2012-13 pass rates for economically disadvantaged (FARM) students on the *AIMS* reading tests. It also shows the additional percentages of FARM students who needed a passing score to close achievement gaps with the leading groups in 2012-13, and annualized growth of pass rates.

Exhibit 3.5.27

Economically Disadvantaged Students: *AIMS* Reading Tests, Grades 3-8 and 10
Pass Rates, Pass Rate Growth, and Rate Gains to Close Achievement Gaps
Tucson Unified School District
2008-09 and 2012-13



Mathematics

Exhibit 2.5.28 compares 2008-09 and 2012-13 pass rates for White students on the *AIMS* mathematics tests. The exhibit also shows the additional percentages of White students who needed a passing score to close achievement gaps with the leading group in 2012-13, and annualized growth of pass rates.

Exhibit 3.5.28

White Students: AIMS Mathematics Tests, Grades 3-8 and 10
Pass Rates, Pass Rate Growth, and Rate Gains to Close Achievement Gaps
Tucson Unified School District
2008-09 through 2012-13

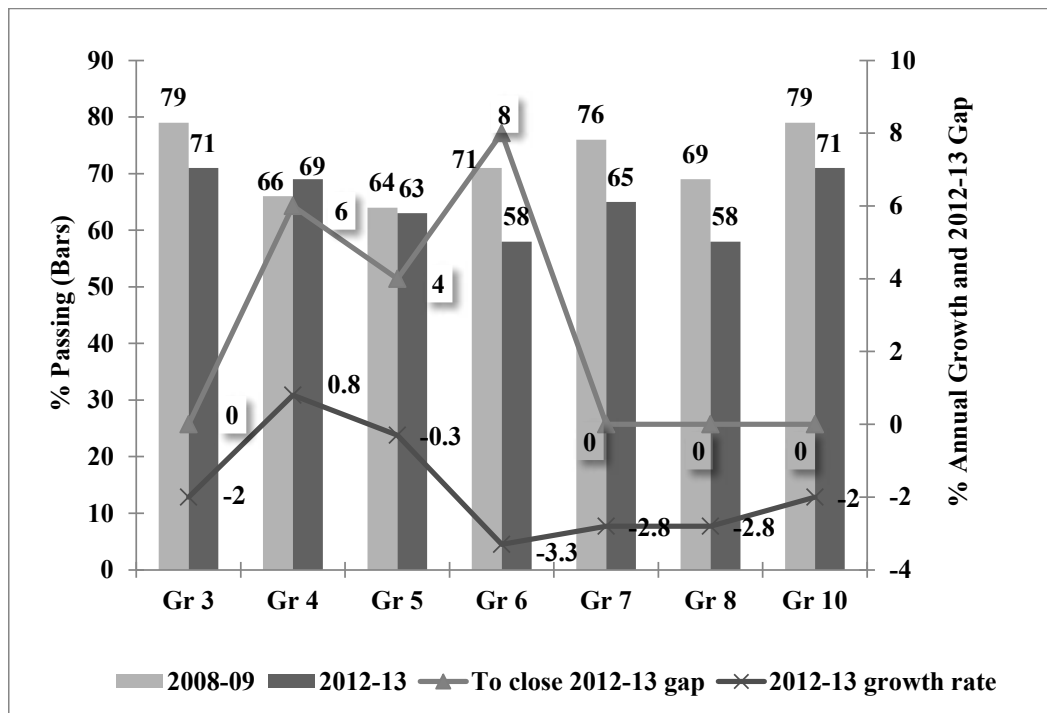


Exhibit 3.5.29 compares 2009-10 and 2012-13 pass rates for Multi-racial (MR) students on the *AIMS* mathematics tests. It also shows the additional percentages of MR students who needed a passing score to close achievement gaps with leading groups in 2012-13, and annualized growth of pass rates.

Exhibit 3.5.29

Multi-racial Students: *AIMS* Mathematics Tests, Grades 3-8 and 10
Pass Rates, Pass Rate Growth, and Rate Gains to Close Achievement Gaps
Tucson Unified School District
2009-10 through 2012-13

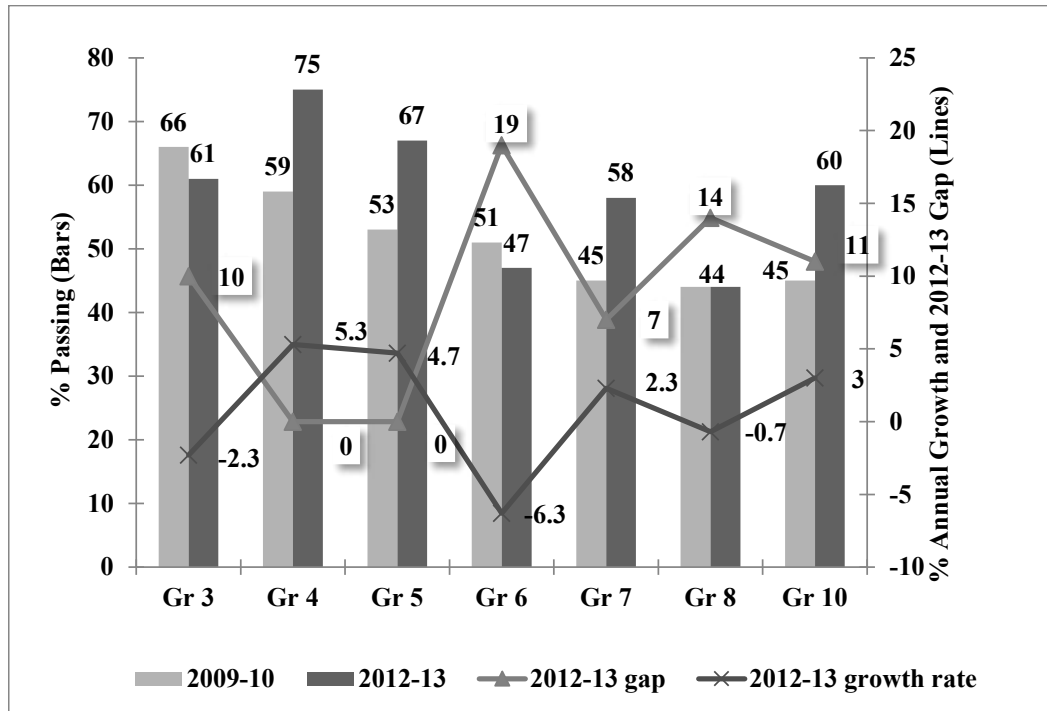


Exhibit 3.5.30 compares 2008-09 and 2012-13 pass rates for African Americans on the *AIMS* mathematics tests, along with the additional percentages of African American students who needed a passing score to close achievement gaps with leading groups in 2012-13, and annualized growth of pass rates.

Exhibit 3.5.30

**African American Students: *AIMS* Mathematics Tests, Grades 3-8 and 10
Pass Rates, Pass Rate Growth, and Rate Gains to Close Achievement Gaps
Tucson Unified School District
2008-09 through 2012-13**

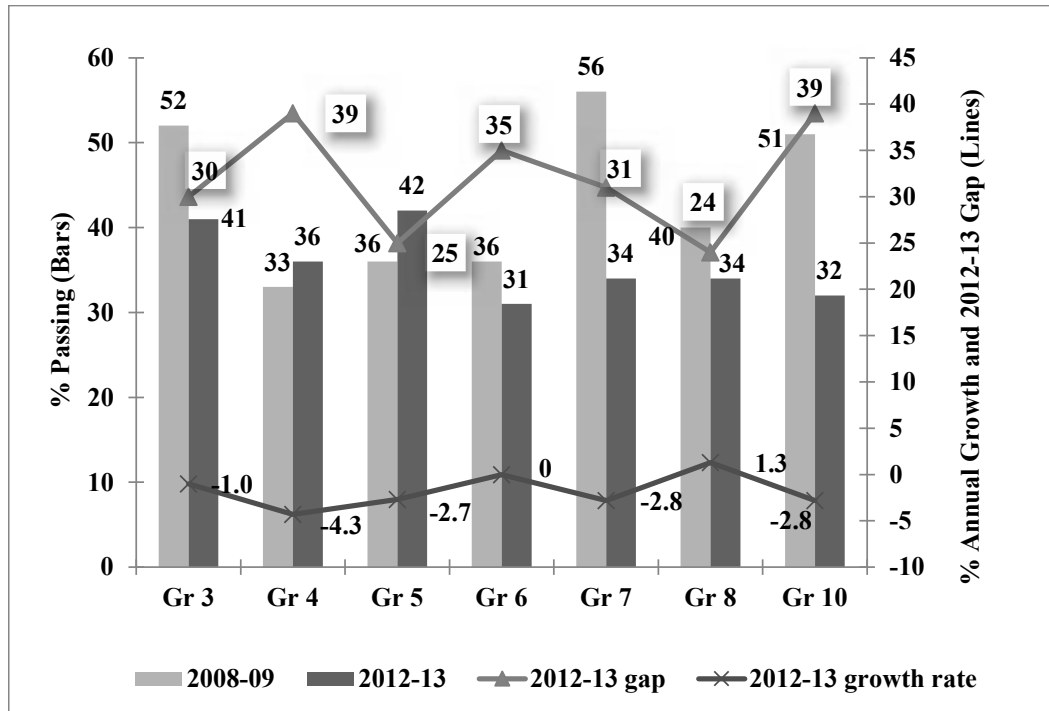


Exhibit 3.5.31 compares 2008-09 and 2012-13 pass rates for Asian students on *AIMS* tests in mathematics. It also shows the additional percentages of Asians who needed a passing score to close achievement gaps with leading groups in 2012-13, and annualized pass rate growth.

Exhibit 3.5.31

Asian Students: *AIMS* Mathematics Tests, Grades 3-8 and 10
Pass Rates, Pass Rate Growth, and Rate Gains to Close Achievement Gaps
Tucson Unified School District
2008-09 through 2012-13

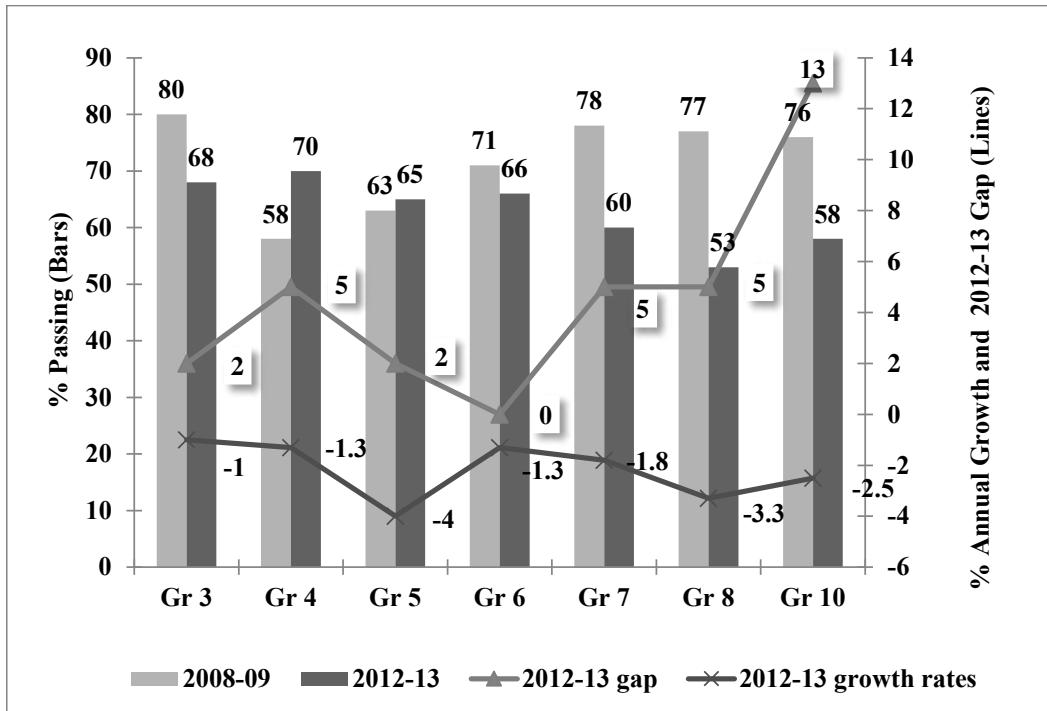


Exhibit 3.5.32 compares 2008-09 and 2012-13 pass rates for Hispanic students on the *AIMS* mathematics tests. It also shows the additional percentages of Hispanics who needed a passing score to close achievement gaps with leading groups in 2012-13, and annualized pass rate growth.

Exhibit 3.5.32

Hispanic Students: *AIMS* Mathematics Tests, Grades 3-8 and 10
Pass Rates, Pass Rate Growth, and Rate Gains to Close Achievement Gaps
Tucson Unified School District
2008-09 through 2012-13

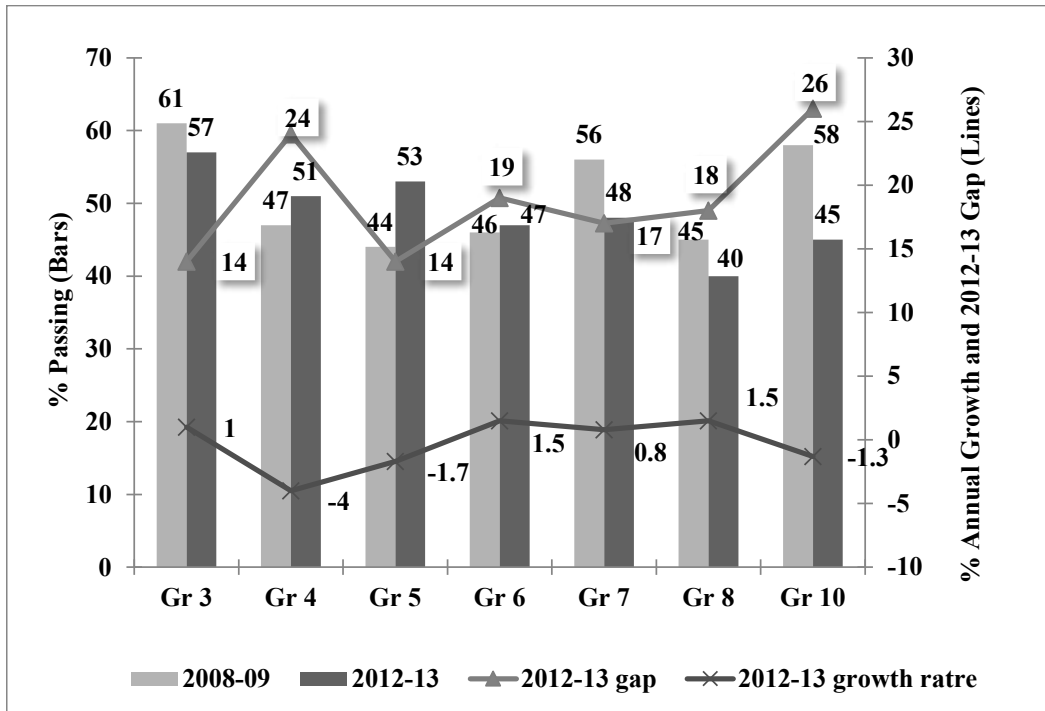


Exhibit 3.5.33 compares 2008-09 and 2012-13 pass rates for Native American students on the *AIMS* mathematics tests, along with the additional percentages of Native American students who needed a passing score to close achievement gaps with leading groups in 2012-13, and annualized growth of pass rates on the tests.

Exhibit 3.5.33

Native American Students: *AIMS* Mathematics Tests, Grades 3-8 and 10
Pass Rates, Pass Rate Growth, and Rate Gains to Close Achievement Gaps
Tucson Unified School District
2008-09 through 2012-13

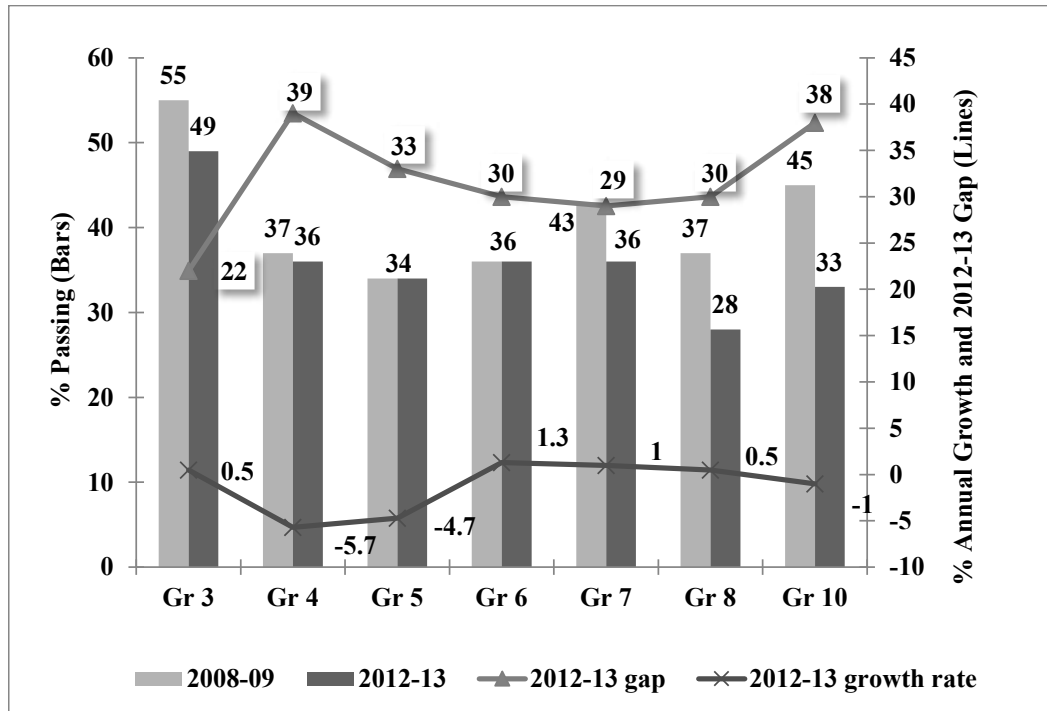
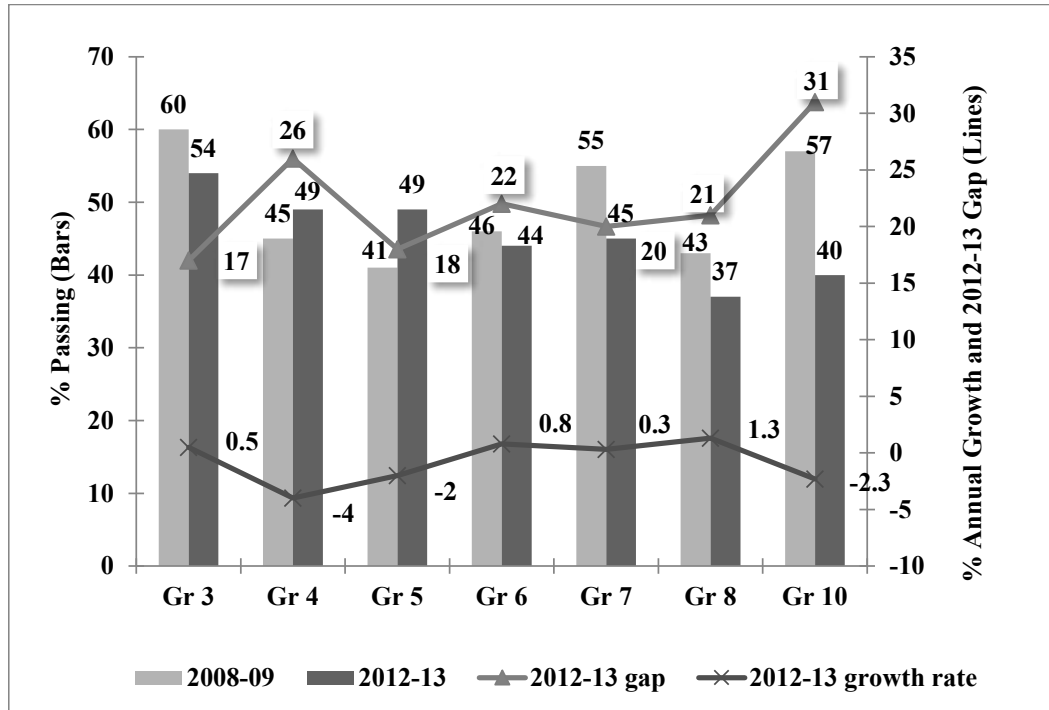


Exhibit 3.5.34 compares 2008-09 and 2012-13 pass rates for economically disadvantaged (FARM) students on the *AIMS* mathematics tests. It also show the additional percentages of FARM students who needed a passing score to close achievement gaps with leading groups in 2012-13, and annualized growth of pass rates on the tests.

Exhibit 3.5.34

Economically Disadvantaged Students: *AIMS* Mathematics Tests, Grades 3-8 and 10
Pass Rates, Pass Rate Growth, and Rate Gains to Close Achievement Gaps
Tucson Unified School District
2008-09 through 2012-13



- Positive pass rate gains were less than two percentage points for most groups in most grades.
- White students were the leading group in reading and mathematics for most grades. Multi-racial students were the leading group on both tests in grades 4 and 5. Asian students were the lead group on the sixth grade mathematics test.
- The pass rate on reading tests increased for White students, except in grade 3. Mathematics pass rates for White students declined on all tests, except in grade 4.
- African American reading test pass rates improved in most grades, but ranged between 57 and 67 percent. The exception was grade 8, in which the rate declined to 49 percent. In 2012-13, mathematics pass rates were under 37 percent in most grades.
- Asian students experienced pass rate declines in most grades and both subjects. Mathematics rates were below 70; reading pass rates ranged from 66 to 81 percent.
- Reading pass rates for economically disadvantaged (FARM) students improved, except in grade 3, with pass rates in the range of 57 to 74 percent. Most mathematics rates were below 50 percent and declined, except in grades 4 and 5.
- Hispanics pass rates in reading pass rates improved to levels at or above 70 percent; in 2012-13, mathematics pass rates in grades 6 through 10 declined below 50 percent.
- For Multi-racial students, pass rates improved in most grades and both subjects. Reading pass rates were above 70 percent; mathematics rates trended above 60 percent.
- Native Americans' pass rates in mathematics were stagnant or declined, with most below 37 percent. Reading pass rates improved, but most were below 65 percent in 2012-13.
- Of 98 grade-group combinations reviewed by auditors, 60 (61 percent) lagging groups were identified that can never close achievement gaps with leading groups, given the growth (or decline) of pass rates during the period from 2008-09 through 2012-13 (see Exhibit 3.5.35).

Exhibits 3.5.21 through 3.5.34 highlighted achievement gaps among student groups in reading and mathematics that will never close at the annualized growth in test pass rates documented for the period 2008-09 through 2012-13. Exhibit 3.5.35 summarizes those findings.

Exhibit 3.5.35

**AIMS Tests in Reading and Mathematics:
Achievement Gaps That Will Never Close
Tucson Unified School District
January 2014**

Lagging Student Groups	Reading	Mathematics
	Grades	
African Americans	4, 7, 8, 10	3, 4, 5, 6, 7, 10
Asian Americans	3, 5, 6, 7, 8, 10	3, 4, 5, 7, 8, 10
English Language Learners	3, 8	4, 5, 6
Economically Disadvantaged	3, 4, 5	4, 5, 10
Exceptional Education	3, 4, 5	3, 4, 5, 10
Hispanics	4, 5,	4, 5, 10
Multi-racial	3	3, 6, 8,
Native Americans	3, 4, 5, 10	4, 5, 10
Whites	4, 5	4, 5
Source: Appendix C and some from Finding 3.3		

Exhibit 4.3.35 summarizes achievement gaps on *AIMS* reading and mathematics tests that will never close given pass rate growth trends for the period from 2008-09 through 2012-13 (2009-10 through 2013 for Multi-racial students). The table shows that:

- Mathematics is the most frequently cited subject in which gaps are not closing.
- African American and Asian American students were the most frequently cited groups for which gaps are not closing.

A district administrator told auditors, “[The Unitary Status Plan] and Title I overlap with students....We need to close achievement gap with the groups. One department cannot do it, we need to work together.”

Overall, trends identified here are not moving in directions that would close achievement gaps.

Management Aspects of Equity and Equal Opportunity Requirement

There was a perception among some long-time observers of the district that little had changed over the years with regard to equity and equal access. A district administrator summed up the sentiments of many stakeholders interviewed by the audit team: “The inequalities that I see today are no different than those I experienced as a child in this district. We have not put policies in place or provided professional development to help teachers deal with the differences within our student population.” One might ask why the district has not made more progress on those goals, after more than thirty years of being under court supervision to provide equal access and equity and allocated millions of dollars to do so. Based on interviews with auditors, it is apparent that some district stakeholders either do not understand the concepts of equity and equal access (as a legal requirement) and/or are not committed to it. Here is a sampling of comments:

- “[W]e do not have enough discussions about [equity and the Unitary Status Plan]....What I feel is [that] equity is uncomfortable for others on the board. When we try to [discuss] it, there is disagreement on what we implement.” (Board Member)
- “The Unitary Status Plan has so many components. It’s supposed to be systemically adopted....[It] is not a cafeteria plan.” (Community Member)
- “There are major financial issues in buildings because of how they have chosen to use their money and staff; [it was] impossible to provide equity when all were doing their own thing.” (District Administrator)
- “Equity is a challenge in our district....I don’t think, as a district, we really want to deal with these issues.” (District Administrator)
- “The one thing I would change? Equity. Some schools have Title I funds and deseg[regation] funds and this allows them to have more things and people.” (School Administrator)
- “The teachers understand [the Unitary Status Plan] and have read it. They do not agree with a lot of it.” (School Administrator)
- “The teachers are aware of the plan, but they do not understand.” (School Administrator)
- “Title I funds discriminate against the other children. So, [I] find ways to use those funds for [all students].” (School Administrator)
- “Our district has not taken the issue of diversity seriously....I just want us, as a district, to implement the Unitary Status Plan with fidelity....I don’t think we hold principals accountable [for that]...This is the first year that [we have had] serious talk about holding teachers accountable.” (District Administrator)

In April 2008, the District Court of Arizona found that TUSD had “failed to monitor, track, review, and analyze the ongoing effectiveness of its programmatic changes to achieve [equity and equal access for minority students]” (Dept. of Justice Brief for the Ninth Circuit Court of Appeals, Document Nos. 10-15124, 10-15375, 10-15407). In other words, management arrangements for those efforts were not in place. Auditors sought to determine the state of such arrangements since the court’s 2008 finding.

Because the USP requires extensive reports to the court on the status of district desegregation efforts, auditors asked key staff members to describe the data collection system that supports those requirements. Some staff members lacked knowledge of who coordinated the data collection and how data were collected. One district administrator said, “Is there a data plan for the USP?...Different people are responsible for different parts and we do not have all data and evidence in one place. The Desegregation Office comes closest.” Another district administrator told auditors, “[A]ll of the pieces necessary to manage [implementation of the USP] are not in place...It’s really hard to wrap [one’s] arms around what everybody [responsible for elements of the USP] is doing.” Through interviews, the audit team learned that a program management approach had been employed initially to coordinate USP implementation and reporting, but that methodology had been recently abandoned without a replacement.

Through a review of job descriptions, auditors learned that the Desegregation Director had overall responsibility for USP oversight, including planning, budgeting, implementation, policy recommendations, and collection, analysis, and reporting of data to the court on implementation progress. However, the director had only a small, part-time staff that was to be disbanded in the near future, even though the director’s responsibilities were to remain unchanged. Another district administrator, with responsibility for implementing a critical element of the USP, told auditors of not having sufficient staff to carry out the duties of the position. Auditors noted that the USP mandates many positions, including directors, but not staff support for those positions. Further, there had been no study to determine appropriate support staffing for key positions required by the USP.

There were also indications of inconsistent, ineffective, and absent leadership for equity and equal opportunity efforts. For example, “There have been three major different directions [of equity leadership] in five years,” said one district administrator. Another told auditors, “We have an Equity Department for the first time this year.” However, a third district administrator said, “The Equity Department has a large staff, but no accountability. I’m not sure what they do.” Yet, auditors had no trouble finding a missions and functions manual that contained the departmental organization chart, job descriptions, personnel locations, work schedules, principal satisfactions surveys, contacts, and other data documenting accountability for staff actions.

Leadership for magnet schools was also an issue. The magnet school study mandated by the USP stated in part, “Tucson Unified School District has lost its vision and purposeful implementation of magnet schools” (Comprehensive District Evaluation of Magnet Programs, TUSD, September 2013, p. 5). The evaluation report also cited a “lack of district-level understanding of magnets...[and] support...” A district-level administrator informed auditors, “Magnet schools were without leadership for 15 years. Until this year, each principal decided on the theme for his school and the themes changed with the leaders. Magnet program students were not tracked for coherent curriculum delivery.” Although there are directives and plans to rectify these problems, estimates indicate that implementation will take years.

As for budgets, “The desegregation money has been an issue,” said one district administrator. “We have a \$64 million budget with \$10 million for OCR compliance. Past practice was a free for all with deseg[regation] money and not really [implementing the court order]. We are now matching the spending with the needs to be met from USP” (see [Finding 5.1](#)).

Auditors concluded that if the aforementioned documents, interviews, and observations are indicative of the district’s entire effort to create equity and equal access for students, implementation of those efforts has been and is ineffective.

Summary

In spite of the fact that the district has been under court order to provide equity and equal access for more than 30 years, an adequate design for those efforts—the Unitary Status Plan—is in the first year of implementation, and many necessary and required supporting plans and infrastructure have not been completed or put into place. Therefore, auditors concluded that the overall design for equity and equal access is inadequate.

Delivery of equal access and equity is also ineffective. The composition of the staff was inconsistent with the district’s policy commitment to diversity and the court’s requirement for it. Enrollments in the Advanced Learning Experiences (ALE) (e.g., University High School and Advanced Placement, honors, and gifted and

Talented courses) did not reflect the ethnic and gender characteristics of district students. The same is true for disciplinary actions, retentions in grade, and exceptional education placements. Achievement gaps existed among students groups, and many of them cannot be closed at current growth rates in the percentages of students performing satisfactorily on *AIMS* tests. Given these facts, the audit team concluded that delivery of equal access and equity in the Tucson Unified School District is ineffective.

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STANDARD 4: The School District Uses the Results from System-Designed and/or -Adopted Assessments to Adjust, Improve, or Terminate Ineffective Practices or Programs.

A school system meeting this audit standard has designed a comprehensive system of assessment/testing and uses valid measurement tools that indicate how well its students are achieving designated priority learning goals and objectives. Common indicators are:

- A formative and summative assessment system linked to a clear rationale in board policy;
- Knowledge, local validation, and use of current curricular and program assessment best practices;
- Use of a student and program assessment plan that provides for diverse assessment strategies for varied purposes at all levels—district, school, and classroom;
- A way to provide feedback to the teaching and administrative staffs regarding how classroom instruction may be evaluated and subsequently improved;
- A timely and relevant data base upon which to analyze important trends in student achievement;
- A vehicle to examine how well specific programs are actually producing desired learner outcomes or results;
- A data base to compare the strengths and weaknesses of various programs and program alternatives, as well as to engage in equity analysis;
- A data base to modify or terminate ineffective educational programs;
- A method/means to relate to a programmatic budget and enable the school system to engage in cost-benefit analysis; and
- Organizational data gathered and used to continually improve system functions.

A school district meeting this audit standard has a full range of formal and informal assessment tools that provide program information relevant to decision making at classroom, building (principals and school-site councils), system, and board levels.

A school system meeting this audit standard has taken steps to ensure that the full range of its programs is systematically and regularly examined. Assessment data have been matched to program objectives and are used in decision making.

What the Auditors Expected to Find in the Tucson Unified School District No. 1:

The auditors expected to find a comprehensive assessment program for all aspects of the curriculum, pre-K through grade 12, which:

- Was keyed to a valid, officially adopted, and comprehensive set of goals/objectives of the school district;
- Was used extensively at the site level to engage in program review, analysis, evaluation, and improvement;
- Was used by the policy-making groups in the system and the community to engage in specific policy review for validity and accuracy;
- Was the foci and basis of formulating short- and long-range plans for continual improvement;
- Was used to establish costs and select needed curriculum alternatives; and
- Was publicly reported on a regular basis in terms that were understood by key stakeholders in the community.

Overview of What the Auditors Found in the Tucson Unified School District No. 1:

This section is an overview of the findings that follow in the area of Standard Four. Details follow within separate findings.

The auditors found that though Tucson Unified School District students are frequently assessed, there is no district assessment and program evaluation plan to provide direction for diagnostic or prescriptive assessment of student progress or to guide instructional decision making. Board policy and other governing documents did not specifically address explicit expectations related to the purposes, design, and delivery of formative and diagnostic assessment tools and program evaluation in the district.

Tucson Unified School District uses a variety of assessments to monitor student progress in reading/language arts, mathematics, science, and, to a lesser extent, social studies. Auditors found that there is little formal formative or summative assessment in the other content areas. The scope of the assessment is inadequate to provide sufficient data for instructional decision making in all areas of the curriculum and at all grade levels.

The auditors also found that TUSD is administering the *ATI* as a benchmark assessment, but there is no comprehensive plan that focuses the implementation of benchmark assessments, which are being used as periodic indicators of student progress. No data were provided that documented the alignment of the *ATI* benchmark assessments with teaching and learning using valid and reliable alignment methodology (e.g., backward and forward alignment studies). No data were provided that focused on the design, development, implementation or communication of any district developed formative assessments. The overall approach to formative data use was inadequate.

TUSD students have demonstrated improvement in their assessment proficiency rates over time but performance remains below state and national averages.

Auditors found that TUSD curricular and instructional programs are not formally monitored, or evaluated for effectiveness. They also found that direction for program evaluation and the use of evaluation is inadequate in board policy and district planning.

Finding 4.1: There is no written district level comprehensive student assessment and program evaluation system plan to guide decision making for the improvement of student achievement.

An effective student assessment and program evaluation system ensures that students are being assessed appropriately and that the information gleaned from those assessments is utilized to make informed decisions that positively impact student learning. An effective system provides information that can be used at all levels of the district, from officials making large-scale budgeting decisions, to principals allocating resources, to individual teachers modifying instruction for individual students. When a school district lacks an effective student assessment and program evaluation plan, the decision makers lack the data needed to make informed decisions and instead must rely on instinct or past practice.

An effective assessment and program evaluation system includes a clear plan for how students are assessed and how the information will be used. The plan expects that students are assessed in all content areas, in not only a summative fashion, but also in a formative fashion that provides instructors with the diagnostic information needed to adapt and improve instruction for their students. Additionally, an effective assessment system provides procedures and information for evaluating larger academic programs to determine their effectiveness so that they can be continued, modified, or terminated. The desired impact of an effective student assessment and program evaluation system is the ongoing improvement of student achievement over time.

To determine the scope and adequacy of the district plans for student assessment and program evaluation, auditors reviewed board policy, job descriptions, assessment and program evaluation plans, curriculum documents, assessment materials, and data pertaining to student assessment and program evaluation. The auditors also interviewed district administrators, campus administrators, instructional support staff, teachers, and board members to gain further information regarding the district's student assessment and program evaluation system.

Auditors found that while Tucson Unified School District students are assessed regularly and an annual assessment calendar exists, there is no district assessment and program evaluation plan to provide written direction for student assessment and program evaluation. Board policy and other governing documents lacked explicit assessment expectations related to the purposes of, needs for, or use of assessments. Board policy does not adequately address the role of assessment data in school-level decision making, including instructional decision making. No board policies were found that specifically required the use of program evaluation data in making instructional decisions.

Exhibit 4.1.1 lists the district's board policies that relate to student assessment and program evaluation.

Exhibit 4.1.1

Board Policies Referencing Student Assessment and Program Evaluation Tucson Unified School District January 2014

Policy Number/ Document Title	Content
IKA	<i>Policy IKA: Grading/Assessment Systems</i> requires teachers to "Balance the need for on-going assessment for instructional purposes with reporting student progress/achievement by giving a grade."
IKA-R	<i>Policy IKA-R: Grading/Assessment Systems</i> requires teachers to base "subject grade... upon pupil mastery of the content of the course. The teacher will establish a reasonable standard for average achievement in each of the subjects."
IKE	<i>Policy IKE: Promotion, Retention and Acceleration of Students</i> states that student shall "Progress through the grades by demonstrating growth in learning and by meeting or exceeding the grade-level standards established by the State and District."
IKE-R	<i>Policy IKE: R: Promotion, Retention, Acceleration and Appeal</i> states that "every teacher shall make the decision for promotion or retention of students... The teacher(s) of each student will begin the process for possible retention by leading the intervention process, including the following... Documenting the interventions, tests and academic progress, discussions with parents and other resources." It provides an appeals process.

Four policies were found that require procedures to determine student competencies on state mandated curriculum (*Policies IKA, IKA-R, IKE, and IKE-R*); however, these policies mainly deal with student grading and student report cards ([Finding 1.1](#)). No policies were found requiring district assessments to go beyond that which is required for state accountability, or creating a system that is differentiated or more rigorous than external high stakes assessments. Policies related to assessment and curriculum contain no direction for formative assessment instruments. No policies were presented to auditors that direct the development of a district program evaluation process or link new programs to district planning initiatives, improvement plans, or long-range planning. There is no expectation in policy that staff disaggregate data at the school, classroom, or subgroup level for the purpose of determining curriculum effectiveness or for differentiation or modification of curriculum or programs. One point was awarded this criterion. No policy was provided that required reports to the board about program effectiveness.

The auditors expected to find explicit statements in board policy regarding the need for a comprehensive student assessment system that includes, at minimum, formative and summative assessment in all areas, requirements for program evaluation, use of data to measure curriculum effectiveness, and regular reports to the board regarding program effectiveness. No student assessment or program evaluation plan was provided to the auditors.

Though requested, the auditors were not provided with a written district-level comprehensive student assessment and program evaluation system plan. High level district administrators acknowledged that the district did not have a comprehensive student assessment and program evaluation system plan. Documents reviewed indicated

that TUSD also does not have a comprehensive district-wide planning document that addresses teaching and learning.

TUSD does have the district-level Continuous Improvements Plans (CIP) required for districts and schools to qualify for Title I and other grant funds. That plan requirement focuses on one year at a time. TUSD also has an assessment calendar that lists all of the assessments that are required or expected to be administered during the school year. To review current direction for student assessment and program evaluation and to guide TUSD planning efforts, the auditors reviewed the TUSD CIP for 2013–14, which, though not an assessment or program evaluation plan, does make some references to assessment planning and program evaluation in limited areas. The auditors also reviewed the TUSD testing calendar for 2013-14.

To determine adequacy, the auditors utilized the criteria contained in the Curriculum Audit Characteristics of a Comprehensive Student Assessment Plan and Program Evaluation Planning. For the district's assessment and program evaluation planning to be considered adequate, 11 of the 15 characteristics must be present and adequate.

The characteristics and audit team's analysis are displayed in Exhibit 4.1.2.

Exhibit 4.1.2

Characteristics of a Comprehensive Student Assessment Plan And Program Evaluation Planning and Auditors' Assessment of District's Approach Tucson Unified School District January 2014

Characteristic (The plan...)	Auditors' Rating	
	Adequate	Inadequate
1. Describes the philosophical framework for the design of the student assessment plan and directs both formative and summative assessment of the curriculum by course and grade in congruence with board policy. Expects ongoing formative and summative program evaluation; directs use of data to analyze group, school, program, and system student trends.		X
2. Includes an explicit set of formative and summative assessment procedures to carry out the expectations outlined in the plan and in board policy. Provides for regular formative and summative assessment at all levels of the system (organization, program, and student).		X
3. Requires that formative, diagnostic assessment instruments that align to the district curriculum be administered to students frequently to give teachers information for instructional decision making. This includes information regarding which students need which learner objectives to be at the appropriate level of difficulty (e.g., provides data for differentiated instruction).	Partial	
4. Provides a list of student assessment and program evaluation tools, purposes, subjects, type of student tested, timelines, etc.	X	
5. Identifies and provides direction on the use of diverse assessment strategies for multiple purposes at all levels—district, program, school, and classroom—that are both formative and summative.		X
6. Specifies the roles and responsibilities of the central office staff and school-based staff for assessing all students using designated assessment measures and for analyzing test data.		X
7. Specifies the connection(s) among district, state, and national assessments.		X
8. Specifies the overall assessment and analysis procedures used to determine curriculum effectiveness.		X
9. Requires aligned student assessment examples and tools to be placed in curriculum and assessment documents.		X

Exhibit 4.1.2 (continued)		
Characteristics of a Comprehensive Student Assessment Plan And Program Evaluation Planning and Auditors' Assessment of District's Approach Tucson Unified School District January 2014		
Characteristic (The plan...)	Auditors' Rating	
	Adequate	Inadequate
10. Specifies how equity issues will be identified and addressed using data sources; controls for possible bias.		X
11. Identifies the components of the student assessment system that will be included in program evaluation efforts and specifies how these data will be used to determine continuation, modification, or termination of a given program.		X
12. Provides for appropriate trainings for various audiences on assessment and the instructional use of assessment results.		X
13. Delineates responsibilities and procedures for <u>monitoring</u> the administration of the comprehensive student assessment and program evaluation plan and/or procedures.		X
14. Establishes a process for communicating and training staff in the interpretation of results, changes in state and local student achievement tests, and new trends in the student assessment field.		X
15. Specifies creation of an assessment data system that allows for the attribution of costs by program, permitting program evaluations to support program-based cost-benefit analyses.		X
Total	1	14
Percentage of Adequacy	7%	
Note: A partial rating is counted as inadequate.		

Exhibit 4.1.2 shows that auditors found one of the 15 characteristics to be adequate in their review of the TUSD CIP and the 2013-14 TUSD Assessment Calendar. One characteristic was partially met. The Curriculum Audit minimum standard for an adequate rating requires that 11 of the 15 characteristics be present in the plans or other governing documents. Therefore, the combination of district documents reviewed in the absence of a comprehensive assessment and evaluation plan was rated as inadequate. While the auditors found that 14 of the 15 characteristics were not met, there is documentation that, to varying degrees, partially meets several of the characteristics. Detailed information regarding each characteristic is provided below:

Characteristic 1 (Inadequate):

Neither board policy nor any of the documents reviewed provided a philosophical framework for student assessment (see [Finding 1.1](#) and [Exhibit 4.1.2](#)).

Characteristic 2 (Inadequate):

The plans reviewed do not include explicit procedures for formative assessment, nor do they suggest the recommended instruments, outline the steps for administering them, or detail how any data resulting from formative assessments should be used to inform instructional planning. Benchmark assessments are required as outlined in the assessment calendar, but no additional sufficient information is provided in the two planning documents.

Characteristic 3 (Partially Adequate):

The TUSD CIP and assessment calendar reference assessments, but no mention is made of their purpose and whether the references are inclusive of formative assessments. Auditors did find evidence, through interviews and classroom observations, that some diagnostic assessments are used in the district.

Characteristic 4 (Adequate):

The TUSD Assessment Calendar lists the current tools used to assess student progress, subjects for which they are available, and a calendar of assessment. The CIP also references assessment for special populations, such as bilingual/English language learners and special education students.

Characteristic 5 (Inadequate):

Though reference is made to assessments for English learners and students with disabilities in the planning documents and the Assessment Calendar shows that many assessments for diverse learners are administered, none of the planning documents provided direction on the use of diverse assessment strategies for multiple purposes at all levels—district, program, school, and classroom—that are both formative and summative.

Characteristic 6-11 (Inadequate):

Auditors found no specific reference or inference to these characteristics in either the TUSD CIP or the assessment calendar.

Characteristic 12 (Inadequate):

The CIP did include an action step to provide training on understanding school district assessment results but specifics were lacking regarding the training.

Characteristic 13-15 (Inadequate):

Auditors found no specific reference or inference to these characteristics in either the TUSD District Improvement or Strategic Plans.

Comments regarding the school district's assessment policies and planning included the following:

- “[There is]...No process for [determining the] impact of Title I funds in schools on student achievement.” (District Administrator)
- “There is no clear data transition plan (for moving from Pre-K programs to Kindergarten).” (District Administrator)
- “There is no school district policy for assessment. We follow the state testing calendar, and create a supplemental calendar for district assessments.” (District Administrator)
- “We have no guidelines for formative assessments, but the use of FAs is highly encouraged.” (Instructional Specialist)

Summary

Assessments can provide a wealth of information to a school system. While TUSD students are being assessed and data are being collected and disseminated, the auditors found that the planning for student assessment and program evaluation is inadequate. There is no written comprehensive assessment and program evaluation plan for the TUSD. Further, TUSD lacks language within its board policy to appropriately govern student assessment and program evaluation direction, and though the TUSD CIP makes references to assessment and program evaluation, its content is inadequate to clearly direct the student assessment and program evaluation system.

Finding 4.2: The scope of the student assessment program is inadequate to provide sufficient data for instructional decision making in all areas of the curriculum at all grade levels.

Student assessment data provide the foundation for decisions regarding curriculum design and delivery through evidence of student achievement across grade levels and content areas. These data provide districts with the means to evaluate the effectiveness of the curriculum by analyzing the extent to which students have reached desired performance levels. Absent data from all courses and every grade level, district leadership cannot adequately evaluate instructional models and educational programs within the district. An effective program requires that student achievement is formally evaluated in every course taught within the system and at every grade level. When the scope of assessment does not meet this standard, the board, staff, students, and parents will not have the evidence they need to determine student learning progress and the status of educational programs in the district.

The auditors examined documents provided by the district staff to determine the scope of formal assessment in the Tucson Unified School District (TUSD), including district policies, assessment plans, assessment calendars, lists of course offerings, and lists of tests administered. The auditors also interviewed district administrators, district curriculum support staff, principals, teachers, board members, and community members to gather information about the scope of the district's assessment program.

While the school district uses a variety of assessments to monitor student progress, auditors found that the scope of the assessment is inadequate to provide sufficient data for instructional decision making in all areas of the curriculum and at all grade levels. Auditors found that formal district-wide assessment is primarily focused on the core content areas. Non-tested areas and levels were more likely to lack formal assessments.

Board policy does not require assessment of all subjects taught at all grade levels. When auditors reviewed board policy and assessment planning in [Finding 4.1](#) they found that the district lacks a comprehensive student assessment and program evaluation system plan to guide decision making for improvement of student achievement. Both policy and planning were inadequate, and there were no documents that satisfied the Curriculum Audit expectation that policy and plans expect formal assessment of students in all content areas at all grade levels.

The TUSD assessment program contains both state-mandated and locally developed assessments. The state-mandated assessment is named Arizona's Instrument to Measure Standards (*AIMS*). *AIMS* is a standards-based assessment that measures student proficiency based on the Arizona Academic Content Standards in writing, reading, mathematics, and science. The *AIMS* assessment is also used to meet *NCLB* requirements. *AIMS-A* is the standards-based assessment that is used to measure the proficiency of students with significant cognitive disabilities on Arizona's Alternate Academic Content Standards in reading, mathematics, and science. The Stanford Achievement Test, 10th edition (Stanford 10), a norm-referenced assessment, is required by state statute in reading, language arts, and mathematics in second grade through high school. English language proficiency standards are measured by the state-mandated Arizona's English Language Learner Assessment (*AZELLA*).

The district also administers benchmark assessments developed in support of the Galileo assessment and curricular program approved by Arizona that have been developed by Assessment Technology Incorporated (*ATI*). TUSD uses *ATI* resources to support schools that are providing supplemental academic support resources to low performing students. The *ATI* assessments are administered as benchmark assessments to provide information to teachers, principals and central office staff as well as parents regarding the progress of students during the school year leading up to the administration of the *AIMS* assessments. The *ATI* assessments are administered quarterly in reading, math, and writing beginning at grade 2 and continuing through grade 12. *DIBELS* (Dynamic Indicators Basic Early Literacy Skills), a criterion-reference measure, is administered in grades K-3. TUSD has also developed Curriculum Assessments (CAs) in reading, writing, math, science, and social studies, which are administered three to four times a year (depending on grade level and content area) to students in grades 3-11. At the high school level, TUSD has also implemented Benchmark Assessments (BAs), which are administered three times a year in core content areas. In addition, schools are being encouraged to develop their own Curriculum Based Assessments (CBAs), which are to be used by all teachers in a school at each grade level. As of January 2014, nearly half of the schools in the TUSD are administering CBAs.

Exhibit 4.2.1 provides descriptions of the state-mandated and locally adopted tests that are administered to students in TUSD.

Exhibit 4.2.1

Description of Formal Assessments Tucson Unified School District January 2014

Test	Subject Area	Frequency	Grade(s)	Description
ACT	College Entrance	Annually	11-12	College admissions test.
Achieve 3000	English/Spanish	Twice per year	2-8	Assessments for participants in designated dual language programs in grades 2-8 and at Pueblo High School
AIMS	Reading/Mathematics Writing Science	Annually Annually Annually	3-8, 10-12 5, 6-7, 10-12 4, 8-10	Required state assessments used for district, state and federal accountability and reporting
AP	Art History, Music Theory, Studio Art 2D, Studio Art 3D, English Language & Composition, English Literature & Composition, Comparative Government & Politics, European History, Human Geography, Macroeconomics, Microeconomics, Psychology, U.S. Government & Politics, U.S. History, World History, Calculus AB, Calculus BC, Computer Science A, Statistics, Biology, Chemistry, Environmental Science, Physics B, Physics C: Electricity & Magnetism, Physics C: Mechanics, French Language, German Language, Latin: Vergil, Spanish Language, Spanish Literature	Annually	11-12	Assesses achievement in Advanced Placement high school courses and can be used to award college credit or college course exemption.
ATI	Reading and Mathematics	Quarterly	2-12	Benchmark assessments that are used to monitor student academic progress during the school year on a quarterly basis
Avenues	Language Arts	Four times a year	1-5	Assessments aligned to Arizona's content standards administered to ELLs

Exhibit 4.2.1 (continued) Description of Formal Assessments Tucson Unified School District January 2014				
Test	Subject Area	Frequency	Grade(s)	Description
AZELLA	Language acquisition	Twice a year	K-12	Assessment for all ELLs, ELLARs, RECL1s, RECL2s and non-proficient WithPAR students and new PHLOTE students entering the school district
Diagnosis Reading Assessment 2 (DRA2)/EDL2	Reading	Three times a year	K-5	Used to diagnose reading strengths and weaknesses for all students participating in dual language programs
DIBELS benchmark testing	Reading	Three times a year	K-3 and students who did not pass <i>AIMS</i> reading in grades 4 and 5	Reading assessment administered to all bilingual education students after they take the DRA2
English/ Spanish Writing Samples	Writing	Twice a year	K-5	All student participating in designated dual language programs
EXPLORE		Annually	8	
Language Assessment Scales	Oral language in Spanish	Twice per year	K-5	All students participating in designated dual language programs
PACE Teaching Strategies		Three times a year	K	Observational system for assessing children in the context of everyday experiences to find out what they know and can do
PSAT	College Readiness	Annually	10	Assesses college readiness and academic aptitude.
Stanford 10	Reading, Mathematics, and Language Arts	Annually	2 and 9	Norm-referenced achievement
SAT	College Entrance	Annually	11-12	College admissions test.
Visions, Levels A, B and C		Unit assessment administered seven times a year	Middle and high school	Diagnostic test

Auditors noted the following about the assessments listed in Exhibit 4.2.1:

- Both criterion- and norm-referenced assessments are administered in TUSD.
- The state-mandated *AIMS* test includes state-developed criterion-referenced assessments in reading and mathematics in grades 3-8 and 10-12; writing in grades 5, 6-7, and 10-12; and science in grades 4 and 8-10.

- The locally-adopted *ATI* benchmark assessments are administered four times a year in grades 2-12 in mathematics and reading.
- Several college preparatory exams are administered, including the *PSAT* in grade 10, *AP* exams in grades 11-12, and *ACT/SAT* in high school.
- ELLs and students in dual language programs are assessed for language proficiency and dual language fluency using a variety of assessments, including *Achieve 3000*, *AZELLA*, *DRA2*, English/Spanish writing samples, and the *LAS*.

Exhibit 4.2.2 summarizes the scope of the assessment in Exhibit 4.2.1 by noting whether the assessment is mandated at the state or district level, if the assessment is required for dual language program participants, or if the assessment is optional.

Exhibit 4.2.2

Matrix of Formal Assessments by Grade Level Tucson Unified School District January 2014

	Grade Level													
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12
ACT													O	O
Achieve				L	L	L	L	L	L	L				
AIMS					S	S	S	S	S	S		S	S	S
AP													O	O
ATI				D	D	D	D	D	D	D	D	D	D	D
Avenues														
AZELLA		L	L	L	L	L	L	L	L	L	L	L	L	L
Diagnostic Reading Assessments 2/ELD		L	L	L	L	L	L							
DIBELS		L	L	L	L	O	O							
English/Spanish Writing Samples		L	L	L	L	L	L							
EXPLORE										D				
Language Assessment Scales		L	L	L	L	L	L							
PACE Teaching Strategies	D													
PSAT											O			
Stanford 10			S								S			
SAT													O	O
Visions														
S = State-mandated assessment, D = District-mandated assessment, L=Assessments used in designated dual language schools, and O = optional assessments														

Auditors made the following observations about Exhibit 4.2.2:

- All students in grades 2-8, 10-12 have required assessments in reading using (either or both) *AIMS* and the *ATI*.
- All students in grades 2-8, 10-12 have required assessments in mathematics using *AIMS* and the *ATI*.
- All students in grades 4 and 8-10 have required assessments in science using *AIMS*.
- Among the state and district mandated assessments, there are no required social studies assessments.

After reviewing the types of assessments administered, auditors determined the adequacy of the scope by tallying the number of courses for which a formal assessment was administered. Only required assessments were used in this comparison. No teacher-generated assessments were considered for inclusion in this comparison. Exhibits 2.2.1 through 2.2.3 provided the number of subject areas and classes taught as a part of the curriculum.

Exhibit 4.2.3 shows the assessment scope by subject area for grades K-5. Exhibit 2.2.1 served as the basis for the list of content taught in grades K-5 schools in TUSD. To be considered adequate, the scope of the taught curriculum that is assessed must be at least 100 percent for the four academic core areas and 70 percent for the remaining areas of the taught curriculum.

Exhibit 4.2.3

Scope of Grades K-5 Curriculum Areas Formally Assessed Tucson Unified School District January 2014

Content Areas			
	Number of Courses Offered	Number of Courses Assessed	Percent of Courses Assessed
Core Content Areas			
English Language Arts/Reading	6	6	100
ELD Language Arts/Reading	6	6	100
Mathematics	6	6	100
Science	6	1	17
Social Studies	6	0	0
SCOPE – Core	30	19	63%
Non-Core Content Areas			
Art	6	0	0
Physical Education	6	0	0
Music	6	0	0
SCOPE – Non-Core	18	0	0
OVERALL SCOPE	48	19	40%

Exhibit 4.2.3 indicates that:

- Only 19 of 48 courses (40 percent) in the K-5 curriculum are formally assessed. Therefore, the overall scope of the K-5 assessment program is inadequate to monitor achievement across the subject areas taught.
- Reading/English language arts and mathematics are assessed in 100 percent of the courses offered. These areas do meet the audit criterion of 100 percent assessment for core academic areas. Only 17 percent of the science courses are assessed, which is below audit standards. For the core subject areas, only 63 percent of the subjects are assessed, which is below the audit standard of 100 percent
- None of the courses in social studies are formally assessed at any grade level.

Exhibit 4.2.4 displays a summary of the TUSD curriculum assessment program in grades 6-8. To be considered adequate, the scope of the taught curriculum that is assessed must be at least 100 percent for the four academic core areas and 70 percent for the remaining areas of the taught curriculum. Exhibit 2.2.2 served as the basis of the curriculum covered at the middle school level.

Exhibit 4.2.4

Scope of Grades 6-8 Curriculum Areas Formally Assessed Tucson Unified School District January 2014

Content Areas			
	Number of Courses Offered	Number of Courses Assessed	Percent of Courses Assessed
Core Content Areas			
English Language Arts*	7	7	100
Mathematics*	6	6	100
Science*	3	1	33
Social Studies*	3	0	0
SCOPE – Core	19	14	74%
Non-Core Content Areas			
World Languages*	9	0	0
Fine & Perform Art	25	0	0
Health & P.E.	6	0	0
Electives*	18	0	0
SCOPE – Non-Core	58	0	0
OVERALL SCOPE	77	14	18%
* = does not include courses found on the high school list			

Exhibit 4.2.4 illustrates that:

- Seventy-four (74) percent of the 19 middle school core areas are formally assessed. Therefore, the overall scope of the grades 6-8 assessment program is inadequate to monitor achievement in the subject areas taught. To meet audit standards, 100 percent of the core courses should be assessed.
- English language arts and mathematics meet the audit criterion of 100 percent formal assessment.
- Overall, the scope of assessment for middle schools is 18 percent, which is inadequate.

Exhibit 4.2.5 summarizes the scope of assessment in the curricular areas in grades 9-12. To be considered adequate, the scope of the taught curriculum that is assessed must be at least 100 percent for the four academic core areas and 70 percent for the remaining areas of the taught curriculum. Exhibit 2.2.3 served as the basis of the curriculum covered at the high school level.

Exhibit 4.2.5

**Scope of Grades 9-12 Curriculum Areas Formally Assessed
Tucson Unified School District
January 2014**

Content Areas			
	Number of Courses Offered	Number of Courses Assessed	Percent of Courses Assessed
Core Content Areas			
English Language Arts	40	40	100
Mathematics	17	17	100
Science	33	8	24
Social Studies	19	3	16
SCOPE – Core	109	68	62%
Non-Core Content Areas			
World Languages	29	6	21
Fine & Perform Art	81	4	5
Health & P.E.	10	0	0
Career & Tech Ed	86	80	93
Electives	11	0	0
SCOPE – Non-Core	217	90	41%
OVERALL SCOPE	326	158	48%

Exhibit 4.2.5 indicates that:

- One hundred fifty-eight (158), or 48 percent, of the 326 high school core course offerings are formally assessed. Therefore, the overall scope of the grades 9-12 assessment program is inadequate.
- English language arts and mathematics meet the audit criterion of 100 percent formal assessment.
- Of the remaining core areas, 24 percent of science and 16 percent of social studies courses are assessed.

Exhibit 4.2.6 summarizes the overall scope of assessment in the TUSD.

Exhibit 4.2.6

**Overall Scope of Grades K-12 Curriculum Areas Formally Assessed
Tucson Unified School District
January 2014**

Grade Levels			
	Number of Courses Offered	Number of Courses Assessed	Percent of Courses Assessed
Core and Non-Core Content Areas			
K-5	48	19	40
6-8	77	14	18
9-12	326	158	48
Overall Scope	451	191	42%

When combined, 191 of the 451 total K-12 course offerings in TUSD are formally assessed, for a 42 percent scope of curriculum assessed. The district does not meet the minimum audit criterion of 70 percent. Therefore, auditors found that the overall scope of assessment was inadequate to yield data regarding student progress in mastering content for use in instructional decision making and program evaluation.

Summary

The scope of formal student assessment in the Tucson Unified School District is inadequate when viewed across all grade levels and curriculum offerings. Only 42 percent of the curriculum offerings in the district are formally assessed. At the elementary level, the scope of assessment for the core areas of English language arts/reading and mathematics is 100 percent and the scope for science is 17 percent. No assessments were identified for the core area of social studies or the non-core areas at the K-5 level. In grades 6-8, courses in English language arts/reading and mathematics are fully assessed at 100 percent, with the remaining core areas of science and social studies falling short of the audit criterion of 100 percent (33 percent for science and zero percent for social studies). The overall scope of assessment for grades 6-8 was 18 percent. The scope of assessment in grades 9-12 is adequate for English/language arts and mathematics but is otherwise inadequate in all other core areas.

The majority of courses in the district lack formal assessments that would provide sufficient data for instructional decision making in all areas of the curriculum at all grade levels.

Finding 4.3: Use of data is an emerging practice both at district and school levels, but there is no systemic use of data for program evaluation.

The use of data from a variety of sources is essential for sound curriculum management and responsible decision making in planning for various district functions as well as for classroom instructional planning. Critical assessment resources include formative, benchmark, and summative student test data; survey and follow-up studies; audits and reviews; and teacher/administrator evaluations. Formative types of school-based feedback such as classroom visit data and information gleaned from collaborative team analysis of student and staff work can also inform decision making at important junctures. The resulting data from these various sources serve as a basis for improving instruction to facilitate student achievement, as well as to inform such work as appropriate comprehensive strategic planning, staff development and program evaluation planning, and developing data-driven budget prioritization.

In effective districts the overall assessment program is ongoing and systematic. Administrators and teachers demonstrate a clear understanding of how students are assessed on required testing instruments, including the standards, types of questions, and level of the concepts, skills, and knowledge students must master to be successful. In those school systems, test results are well understood so that all administrators and teachers know how to analyze important trends in the instructional program, as well as areas of strength and weakness by classroom, groups of students, and individual students. Each teacher and school leader makes frequent use of assessment data to design classroom instruction aimed at improving student achievement. Surveys and program evaluations, where they are used, provide additional information regarding needs identification that can significantly impact decisions at the district and school levels.

The audit team reviewed School Continuous Improvement Plans (CIP), job descriptions, web-based data resources, program evaluation documents, and other documents that reflect ways in which the district uses data. They interviewed stakeholders (board members, administrators, teachers, staff, and community members) regarding the use of data and made observations in each of the district's school buildings. The auditors found many examples of effective data use in the district, and many of the district's principals and teachers were actively engaged in improving their knowledge and skills in understanding the nature of test data and using data to make curricular and instructional decisions.

Student data are readily available through the TUSD STATS system. This system includes many sources of data, including purely summative data such as *AIMS*, *SAT10*, and *ACT*, as well as more frequent progress monitoring or benchmark data such as *DIBELS*, *ATI*, and grades. Additional data available include attendance, enrollment, and graduation and dropout rates. The auditors heard many positive comments regarding the importance of TUSD STATS to school personnel, such as

- “The data I need is just a click away!” (School Administrator)
- “The district is very data rich.” (District Administration)

- “The Assessment and Research Department is a huge strength. I use it constantly. I take my iPad when I go into classrooms. I can monitor everything...IF [the classroom] has Wi-Fi.” (School Administrator)

Formative Assessments

The first component of the auditors’ examination of the use of formative assessment is a rating of the presence of the minimal components of a formative assessment system. Exhibit 4.3.1 lists the audit criteria and provides the auditors’ rating of the presence of each criterion in TUSD use of formative assessment data. There are 15 points possible on this rubric. For a school system to be rated as adequate requires a score of 12 or more of the possible 15 points (80 percent).

Tucson Unified School District has implemented an assessment system for grades 2-10 in reading and math, although it has not consistently been used district-wide as explained in The *ATI* Data Analysis Protocol Guidebook for Instructional Staff:

“Prior to 2007 TUSD implemented *ATI* assessments built around an articulated curriculum. After 2007 the use of *ATI* was made optional as schools were given wide discretion in the choice and implementation of curriculum and assessment. In 2012 as part of the Unitary Status Plan (USP) the district was required to identify an assessment for most schools. *ATI* Galileo was chosen as the assessment tool for the district because it was already in use in many schools and many staff were familiar with it’s [sic] use.

The *ATI* assessments for the 2013-14 school year were changed from a benchmark to comprehensive format to allow for both prediction of *AIMS* performance and an additional growth data point for teacher evaluations. These district-wide formative assessments are aligned with Common Core Standards in second and ninth grades as well as tenth grade at University High School. In third through eighth grades and tenth grades at all other high schools, the assessments are dual purpose and are aligned with both Arizona and Common Core Standards.”

The auditors conducted an analysis of the *ATI* Galileo formative assessment systems using the minimal components for formative assessment analysis (frame 1) as described in the Curriculum Management Improvement Model (CMIM). Exhibit 4.3.1 displays this information and the auditors’ ratings on each of the five criteria for the district’s formative assessments.

Exhibit 4.3.1

Formative Assessment Analysis Frame 1: Minimal Components Tucson Unified School District January 2014

Point Value	Criteria	Auditors’ Rating
1. Formal formative student assessments for all curriculum standards/objectives are available for teacher use in determining students’ <u>initial acquisition of learning</u>		
0	No district formative student assessments to determine initial acquisition of learning are in place for any of the curriculum standards.	
1	Formative assessments to determine students’ initial acquisition of learning are in place for some of the curriculum, including at least two or three academic core areas at a minimum of six grade levels.	X
2	Formative student assessments to determine initial acquisition of learning are in place for all required core academic courses (mathematics, language arts, science, and social studies) in grades 2-12.	
3	Formative assessments are in place to determine students’ initial acquisition of learning for all required and elective subject areas and all grades/courses.	

Exhibit 4.3.1 (continued)
Formative Assessment Analysis Frame 1: Minimal Components
Tucson Unified School District
January 2014

Point Value	Criteria	Auditors' Rating
2. Informal formative assessments are available for all appropriate course/grade standards/objectives for teachers to use prior to teaching a standard to determine if students possess necessary <u>prerequisites (the concepts, knowledge, and skills that are required before students can successfully master the intended standard or objective)</u>		
0	No district formative student assessments to determine prerequisite knowledge of learning are in place for any of the curriculum standards.	
1	Formative student assessments to determine student prerequisite knowledge of learning are in place for some of the curriculum, including at least two or three academic core areas, at a minimum of six grade levels.	X
2	Formative student assessments to determine student prerequisite knowledge of learning are in place for all required core academic courses (mathematics, language arts, science, and social studies) in grades 2-12.	
3	Formative student assessments to determine student prerequisite knowledge of learning are in place for all required and elective subject areas and all grades/courses.	
3. Informal formative assessments for all standards/objectives are in place for teachers to use prior to teaching a standard to determine prior student mastery		
0	No district formative student assessments to determine students' prior mastery of learning are in place for any of the curriculum standards.	
1	Formative student assessments to determine prior mastery of learning are in place for some of the curriculum, including at least two or three academic core areas at a minimum of six grade levels.	X
2	Formative student assessments to determine students' prior mastery of learning are in place for all required core academic courses (mathematics, language arts, science, and social studies) in grades 2-12.	
3	Formative student assessments to determine students' prior mastery of learning are in place for all required and elective subject areas and all grades/courses.	
4. Pools of informal student assessment items for all curriculum standards/objectives are available for teachers to use during their ongoing instruction to diagnose students' current status of learning—both initial acquisition and sustained mastery		
0	No district item pools for informal district formative student assessments are available for teachers' use as part of their ongoing instruction around the standards.	
1	Item pools for informal formative student assessments are available to determine student learning for some of the curriculum including at least two or three academic core areas at a minimum of six grade levels.	X
2	Item pools for informal formative student assessments are available to determine student learning for all required core academic courses (mathematics, language arts, science, and social studies) in grades 2-12.	
3	A variety of informal formative student assessments are available to determine student learning for all required and elective subject areas and all grades/courses.	

Exhibit 4.3.1 (continued) Formative Assessment Analysis Frame 1: Minimal Components Tucson Unified School District January 2014		
Point Value	Criteria	Auditors' Rating
5. Formative student assessments are treated as diagnostic tools rather than summative tools		
0	Formative student assessments are generally seen as summative in nature or the distinction between the two is not reflected in their use.	
1	Some formative student assessments are used appropriately, but most are seen and/or used as summative instruments. Grades are often assigned for scores.	
2	Many formative student assessments are being used appropriately, but there is some use of the assessments in a summative way. In some cases, grades are assigned for scores.	
3	Formative student assessments are generally used appropriately as diagnostic tools. No grades are given on the assessments; rather, teachers use the information from these assessments to guide their instructional decisions regarding each student's needs.	X
Total Points		7

From the data shown in Exhibit 4.3.1, the following observations can be made regarding each of the five criteria:

Criterion 1: The district does provide formative assessments to determine initial acquisition of learning in grades 2-10 for mathematics and reading. If formative assessments were provided for all core subject areas, the rating score would have been a 2.

Criterion 2: Informal formative assessments to determine student prerequisite knowledge of learning, which can be created from items in a database, are in place for grades 2-10 for mathematics and reading.

Criterion 3: Informal formative assessments to determine student prior mastery of learning are in place for grades 2-10 in mathematics and reading.

Criterion 4: Both short and long pools of informal assessment items are available for teachers to use during their ongoing instruction via *ATI Galileo*.

Criterion 5: In a large number of schools, auditors observed evidence of teacher use of the *Galileo* formative assessment systems to diagnose the extent to which individual students or groups of students are learning. This criterion received the highest rating of the five criteria.

As noted in Exhibit 4.3.1, with a score of seven points, or 47 percent, the current formative assessment system does not meet the minimum score of 12 points, or 80 percent, needed to meet the requirements for adequacy.

When asked about formative assessments, representative comments from district administrators, principals, and parents included the following:

- “We have no guidelines for formative assessments, but the use of FAs is highly encouraged.” (Instructional Specialist)
- “They are using school-created assessments, or teacher created assessments, and everyone is all over the place.” (Curriculum Personnel)
- “By its nature, *ATI* lends itself to a prediction model and predicts the success on the *AIMS*.” (District Administrator)
- “*ATI Galileo* benchmarks are used to monitor student growth, but we don’t trust the data so we write our own and also use our own benchmarks.” (Teacher)

- “The benchmark assessments really help keep our instruction focused and enable teachers to group students according to their needs. *ATI* is a wonderful resource [sic].” (Teacher)

Summative Data and Use

Summative student outcome data have four broad functions in a school district:

- Evaluating the success of the district’s programs,
- Monitoring and adjusting the delivery of the curriculum,
- Measuring the learning outcomes of groups of students, and
- Measuring the learning outcomes of individual students.

Administrators and teachers in TUSD regularly use summative data to gauge the success of their schools. The training in data interpretation and use that the district’s principals have recently received provides them with increasing sophistication in using summative data from *AIMS* and *ATI* to understand their schools’ test results and student performance. The training has provided skills in looking at student performance in various disaggregations: over multiple years, by demographic group, compared to other school buildings, and by student risk level. Information available through TUSD STATS contained examples of state summative assessment data listed by student with indications of the student’s success by learning objective. In some schools students are using data notebooks to track their own performance on district assessments such as *DIBELS* and *ATI*.

Comments made to auditors during interviews and building observations suggest that while focus is being placed on the importance of using data, there is still substantial variation in the level of application of those skills in different buildings.

Summative student data are available through the TUSD STATS system. This system includes many sources of data, including purely summative data such as *AIMS*, *SAT10*, and *ACT*, as well as more frequent progress monitoring or benchmark data such as *DIBELS*, *ATI*, and grades. Additional data available include attendance, enrollment, and graduation and dropout rates.

The auditors conducted an analysis of the summative student assessment data use as described in the Curriculum Management Improvement Model (CMIM). Exhibit 4.3.2 displays this information and the auditors’ ratings on each of the five criteria for the district’s use of summative assessment data.

Exhibit 4.3.2

**Characteristics of Summative Student Assessment
Data Use for an Adequate Instructional Approach
Auditors’ Ratings of District Approach
Tucson Unified School District
January 2014**

Characteristic	Auditors’ Rating	
	Adequate	Inadequate
1. Provides teachers with student achievement data for each student in their class(es). Data from prior years’ assessments are available by student, so every teacher has data for their new students at the beginning of the year or course.	X	
2. Identifies for the teacher the individual student’s summative data for every objective, his or her respective level of achievement for that objective, and where he or she is within that level. Data include group or subgroup levels of achievement for a given concept/standard.	X	
3. Presents the student’s summative achievement data for every objective within the context of the district’s sequence of objectives or pacing chart.	X	

Exhibit 4.3.2 (continued) Characteristics of Summative Student Assessment Data Use for an Adequate Instructional Approach Auditors' Ratings of District Approach Tucson Unified School District January 2014			
	Characteristic	Auditors' Rating	
		Adequate	Inadequate
4.	Presents teachers with longitudinal data for each student, organized by class roster, and specifies the gain required to close any identified achievement gaps. This information is intended to assist teachers in moving each student to grade-level performance over the course of his/her education within the district.	X	
5.	Identifies formative student assessment instruments that teachers may use prior to teaching targeted concepts, knowledge, or skills to diagnose individual student mastery of those targeted objectives based on summative achievement data from one or more years. This allows teachers to determine whether students are making desired progress over time.		X
	Total	4	1
	Percentage of Adequacy	80%	

From the data shown in Exhibit 4.3.2, the following observations can be made regarding each of the five criteria:

Criterion 1: The district does provide student data to teachers, principals and other instructional personnel. The data are easily accessible and disaggregated by learning standard.

Criterion 2: The district does provide the individual student's summative data for every objective, his or her respective level of achievement for that objective, and where he or she is within that level. Data do include group or subgroup levels of achievement for a given concept/standard.

Criterion 3: The district does present the student's summative achievement data for every objective within the context of the district's sequence of objectives or pacing chart.

Criterion 4: The district does present teachers with longitudinal data for each student, organized by class roster, and identifies specific high need areas to close any identified achievement gaps.

Criterion 5: The information provided from the data system did not identify formative student assessment instruments that teachers may use prior to teaching targeted concepts, knowledge, or skills to diagnose individual student mastery of those targeted objectives based on summative achievement data from one or more years.

As noted in Exhibit 4.3.2, with a score of four points, or 80 percent, the current summative assessment data use does meet the minimum score of 80 percent needed to meet the requirements for adequacy.

Although the district was found to have adequate summative data use, during interviews, comments were made to auditors reflecting wide variation in perception of data use throughout the district.

- "How we look at data and accountability has been hit and miss." (District Administrator)
- "(Schools) have always had the data but it was not part of the institutional culture to focus and use data for instruction and decision making. This is a major focus with principal training this year." (District Administrator)
- "Teachers don't look at data because they don't have the tools to do it." (District Administrator)
- "Our students use data notebooks." (School Administrator)
- "Our teachers aren't really looking at that data to see what is going to provide assistance to the students, in mastering those skills and objectives." (District Administrator)

- “Our school does not embrace a culture where students use data to monitor their own academic performance.” (Building Administrator)
- “There is not a way that we don’t use it [data].” (School Administrator)
- “Working with data is transforming our culture.” (School Administrator)

Use of Program Evaluation Data

It was determined in [Finding 4.1](#) that Tucson Unified School District does not have a formal plan or expectation for program evaluation. The TUSD STATS webpage presents evaluations written prior to 2005, but only one recent evaluation was provided to auditors. The Analysis of PACE Program Efficacy (undated) was identified as a pilot, but can serve as a model for future program evaluations. The district employs personnel capable of conducting evaluations, but comments made during interviews highlighted the district’s lack of expectations for evaluation to be conducted.

- “We have not been tasked very often to do program evaluation.” (District Administrator)
- “We don’t have a program evaluation person.” (District Administrator)
- “I have never seen a cycle for program review or evaluation.” (District Administrator)
- “Can’t find any program evaluations that have been done.” (District Administrator)

Summary

The auditors found that the district documents and board policies did not adequately address any of the characteristics of a comprehensive student assessment and program evaluation plan. The district lacks a comprehensive student assessment and program evaluation plan to guide decision making for improved student achievement; the scope of the assessment system is inadequate (see [Findings 4.1](#) and [4.2](#)). The district has focused its formative assessment system on the *ATI* Galileo assessment systems. The formative assessment system in place meets 47 percent of the audit’s formative assessment criteria (80 percent is a passing score). Auditors noted inadequate board policy guidance to provide direction to a comprehensive student assessment and program evaluation system and the absence of a cohesive assessment and program evaluation plan and a formative assessment system. Although the auditors found the district moving toward using data more consistently, there is significant variation among schools and staff members regarding data usage. The transition of *ATI* to a comprehensive benchmark assessment for predicting *AIMS* performance has modified the original formative intent.

Finding 4.4: Assessment trends show improving proficiency rates for Tucson Unified School District students; however, performance remains below state and national averages.

Student assessment data enable a school system’s staff to evaluate the effectiveness of the written curriculum, as well as the instructional methods used to improve student achievement. The school committee, district and school staffs, parents, and students use comparative assessment data to determine how effective schools and the district have been in educating students in comparison to national and state performance averages. These data also enable the analyses of program effectiveness. Effective school systems are able to document high achievement among all students. It is expected that an analysis of test scores will indicate a consistent pattern of improvement over time. Without such data, leaders do not have the information necessary to assess the quality and consistency of student learning, program effectiveness, and organizational performance. Additionally, leaders do not have a sound basis for decisions about the design and the delivery of curriculum.

To identify proficiency goals and trends, the audit team reviewed state and district policies and plans, test data reports, and related documents. Auditors also interviewed school board members, members of the district administration, teachers, and parents. Auditors found that student proficiency rates, as measured by state assessments, are low and consistently below state averages. Students are not making sufficient progress to achieve the proficiency goals identified in TUSD Continuous Improvement Plan 2013-14. Overall, data trends show small increases in the majority of grades and subjects, but the gap between district and state proficiency rates remains consistent.

The district compiled data on a variety of assessments. After reviewing those data, the audit team elected to focus on three assessments: *Arizona's Instrument to Measure Standards (AIMS)* for third through tenth grade, the *Stanford Achievement Test Series, Tenth Edition (SAT 10)* for second through ninth grade, and the *ACT* college readiness assessment for students in high school. *AIMS* are high-stakes criterion-referenced assessments used at the state and national levels to measure district success and are completed by the majority of the students, and therefore provide the broadest information about performance. The *SAT 10* is a state mandated norm-referenced assessment that tests students on reading, language, and math. *ACT* measures student performance in English, math, reading, and science at or near the end of the Tucson Unified School District experience. Auditors also completed an analysis comparing *AIMS* results for schools against the percentage of low socioeconomic students in the school. This analysis helps to identify schools that perform well in spite of the challenges poverty poses. Auditors organized recent data from these assessments into a series of exhibits designed to highlight the salient conditions and trends of the greatest benefit to curriculum managers.

Student Performance on *AIMS* Exams

AIMS exams are used by Arizona to satisfy the *Elementary and Secondary Education ACT (ESEA)* accountability requirements and are therefore reported at four proficiency levels: Falls Far Below, Approaches the Standard, Meets the Standard, and Exceeds the Standard. The 2012-13 Superintendent Goals identified continuing the achievement goals in reading and writing and increasing student achievement in mathematics by improving the district passing rate at all levels on *AIMS* by 10 percent as the achievement goal. The TUSD Continuous Improvement Plan 2013-14 set specific proficiency targets by grade for reading and math. In addition, Arizona revised statute A.R.S. § 15-211 (A) has a goal of having all grade 3 students reading proficiently at grade level.

AIMS examines student achievement in the following subjects and grades:

- Reading, grades 3 through 8 and high school;
- Mathematics, grades 3 through 8 and high school;
- Writing, grades 5 through 7 and high school; and
- Science, grades 4, 8, and high school.

A complete list of school-level *AIMS* proficiency rates in reading and math is provided in Exhibits 4.4.1 and 4.4.2. There is variation in proficiency by year, subject, school, and grade.

The percentage of students meeting or exceeding reading standards is delineated in Exhibit 4.4.1 below.

Exhibit 4.4.1

Percentage of Students Meeting or Exceeding Standards in Reading
Tucson Unified School District
2009-10 through 2012-13

School Name/ Grade	2009-10										2010-11										2011-12										2012-13									
	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10					
State	73	72	72	78	77	74	77	76	75	79	81	82	71	78	75	75	78	80	84	72	80	75	77	79	80	85	72	83												
District	67	65	68	66	66	63	73	68	70	73	71	72	60	74	66	71	74	70	74	61	78	67	72	74	72	78	63	80												
Agave																			NA	NA																				
Alternative 2 (TAP)																																								
Blenman	54	62	56					67	63	66					57	68	67					59	69	65																
Bloom	58	76	67					73	64	74					53	70	71					84	67	74																
Bonillas	74	73	60					66	81	78					78	71	80					65	76	62																
Borman	86	79	90					82	85	87					88	86	85					82	89	91																
Borton								68							75	69						72	82	66																
Brichta	65	73	67					65	72	80					69	71	73					59	83	74																
Carrillo	65	74	68					75	81	69					73	83	80					76	83	88																
Carson				63	67	65					60	71	59					68	63	60																				
Catalina Magnet							63							58							57																68			
Cavett	56	55	57					52	68	63					49	63	61					51	58	67																
Cholla Magnet							63							61							67																75			
Collier	88	74	77					66	81	71					88	73	82					93	89	72																
Corbett	61	56	67					68	61	68					66	61	79					60	74	65																
Cragin	45	59	60					60	56	75					55	65	60					64	63	52																
Davidson	50	48	78					58	53	61					71	56	64					52	82	74																
Davis	74	67	70					68	64	82					79	72	73					67	87	72																
Dietz	53	66	65					65	54	59					63	68	61					69	65	65																
Direct Link I								0	0	0	100				0		NA	NA		NA		NA	NA																	
Direct Link II																																								
Dodge Magnet				90	91	89					87	92	87					92	91	91																				
Doolen				59	58	55					68	69	55					64	72	54																				
Drachman	58	46	53					87	59	62	65				82	68	63	75				70	70	68																
Dunham	76	82	74					58	76	85					52	71	94					59	63	72																
Erickson	55	60	62					71	63	67					79	63	66					73	64	68																

Exhibit 4.4.1 (continued)																																					
Percentage of Students Meeting or Exceeding Standards in Reading																																					
Tucson Unified School District																																					
2009-10 through 2012-13																																					
School Name/ Grade	2009-10						2010-11						2011-12						2012-13																		
	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10		
Fickett Magnet	64	64	60	72	70	73		58	56	65	75	75	66		58	64	72	76	76	59		57	72	75	70	80	68										
Ford	80	57	69	50				81	72	71					73	86	76					56	64	83													
Fort Lowell/ Townsend				46	54	61					58	52	53		47	59	63	52	64	55		45	56	65	69	75	54										
Fruchthendler	95	86	92					85	93	92					81	84	94					91	82	92													
Gale	86	94	89					82	91	94					90	91	82					92	89	89													
Gridley				85	85	81					82	88	72					78	86	79					82	81	77										
Grijalva	62	50	54					66	69	69					69	61	69					66	65	74													
Henry	64	55	86					83	78	94					68	84	95					68	76	89													
Henry (Hank) Oyama	65	57	66					55	65	63					56	60	77					59	49	67													
Hohokam				52	48	39					56	57	49					55	58	44					50	61	44										
Holladay	66	76	59					69	75	68					52	78	70					59	70	68													
Hollinger	69	65	65					58	86	80					60	76	83					61	84	80													
Howell	73	64	62					60	65	66					65	67	70					76	71	69													
Howenstine							40							59							50																44
Hudlow	82	60	81					67	74	75					80	65	71					78	80	71													
Hughes	85	85	88					82	85	91					82	87	91					77	88	89													
Kellond	62	70	68					80	69	86					64	82	74					83	90	84													
Laura N Banks	70	75	68					67	56	93					54	62	68					75	57	70													
Lawrence	57	49	70					63	71	68					52	46	60	45				48	64	55	69	65											
Lineweaver	81	87	69					82	86	76					82	85	76					84	81	80													
Lynn/Urquides	55	58	59					55	63	68					50	64	72					44	55	66													
Lyons	78	60	74					68	78	70					57	74	82					75	72	76													
Magee				77	88	77					81	83	76					83	80	71																	
Maldonado	64	61	57					55	70	78					51	63	68					54	59	63													
Mansfield				71	64	65					72	73	62					71	72	62																	
Manzo	72	55	59					53	62	65					47	62	77					54	75	59													
Marshall	77	74	80					82	83	81					60	70	70					50	71	69													

Exhibit 4.4.1 (continued)																																																		
Percentage of Students Meeting or Exceeding Standards in Reading																																																		
Tucson Unified School District																																																		
2009-10 through 2012-13																																																		
School Name/ Grade	2009-10								2010-11								2011-12								2012-13																									
	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10															
Maxwell				60	49	51					62	58	37																																					
McCorkle PreK-8															56	58	75	70											53	60	66	81	79																	
Menlo Park	58	53	66					81	53	64					69	64	56												67	60	71																			
Meredith									0	0	0				NA	NA	NA	NA	NA	0									NA	NA	NA	NA	NA	NA	NA	NA	NA													
Miles - E. L. C.	75	82	65	79	83	71		69	75	85	74	77	83		74	74	86	87	86	74								77	78	76	82	86	71																	
Miller	72	59	65					85	59	68					54	71	69												56	67	70																			
Mission View	48	53	69					43	65	75					59	57	66												54	51	62																			
Myers- Ganoung	48	41	61					58	47	76					53	53	70												57	67	76																			
Naylor				52	42	44					64	61	48		66	75	59	61	75	52								47		60	55	67	55																	
Ochoa	52	50	57					61	58	55					52	46	70												57	62	70																			
Palo Verde Magnet							71							67														73																					75	
Pistor				71	66	67					74	76	61																																					
Project MORE																																																		
Pueblo Gardens	80	76	76			70	59		71	88	66	85	80	41		69	87	86	55	63	75								71	65	83	76	78	46																
Pueblo Magnet								71							67																																			68
Rincon							62							68																																				76
Robins	79	70	78					79	78	73					82	88	74	83												87	75	82	79	85																
Robison	67	44	39					65	63	50					46	68	67													72	54	80																		
Rose	71	72	83					67	79	79					70	76	85	83												70	78	80	86	93																
Roskrige Bilingual Magnet	50	45	63	68	65	55		70	56	71	76	79	60		82	58	63	73	76	68									72	75	76	86	85	71																
Sabino							90							93																																				92
Safford Magnet	32	70	57	55	52	56		44	36	73	62	65	49		63	67	50	69	70	55									70	65	75	65	77	57																
Sahuaro							89							86																																				88
Santa Rita							76							76																																				78

Exhibit 4.4.1 (continued)																												
Percentage of Students Meeting or Exceeding Standards in Reading																												
Tucson Unified School District																												
2009-10 through 2012-13																												
School Name/ Grade	2009-10						2010-11						2011-12						2012-13									
	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10
Schumaker	65	70	70																				64	73	85			
Secrist				78	76	76																				79	87	73
Sewell	89	86	82																									
SolengTom	93	92	90																									
Southwest Alternative																												
Steele	72	76	66																									
Tolson	76	54	63																									
Tucson Magnet								81						79								83						84
Tully	59	62	58																									
University														100								100						100
Utterback Magnet					63	69	67																			64	74	52
Vail					64	77	63																			77	81	68
Valencia					61	64	44																			71	73	59
Van Buskirk	45	62	82																									
Vesey	66	69	66																									
Wakefield					53	50	51																					
Warren	77	71	51																							73	69	54
Wheeler	71	82	83																									
White	72	66	70																									
Whitmore	75	73	81																									
Wright	55	51	54																									

The following observations can be drawn from the 2013 AIMS data in Exhibit 4.4.1:

- Sixty-nine (69) percent of schools were below state proficiency rates on the third grade reading AIMS.
- Sixty-four (64) percent of schools were below state proficiency rates on the tenth grade reading AIMS.

The percentage of students scoring proficient or above in mathematics for each school is shown in Exhibit 4.3.2 below.

Exhibit 4.4.2

Percentage of Students Scoring Proficient or Above in Mathematics
Tucson Unified School District
2009-10 through 2012-13

School Name		2009-10										2010-11										2011-12										2012-13									
Grade		3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10					
State		65	53	59	57	58	57	58	68	65	63	59	61	54	60	69	67	63	61	62	57	60	68	64	63	63	65	58	62												
Tucson Unified		55	51	48	33	39	41	50	60	54	49	38	41	36	50	59	58	54	42	43	38	52	60	55	55	48	50	43	52												
Agave					NA	NA	NA						NA	NA						NA	NA																				
Alternative 2 (TAP)							NA							NA																											
Blenman		36	51	23					66	54	46					50	60	59					51	52	52																
Bloom		47	63	37					56	50	46					43	58	38					65	47	50																
Bonillas		70	55	56					52	59	49					62	69	49					62	51	38																
Borman		67	60	68					75	66	62					81	83	58					76	81	68																
Borton									54							70	81						67	79	54																
Brichta		51	33	32					45	56	36					43	65	47					39	64	60																
Carrillo		61	70	64					72	56	61					75	74	66					76	70	73																
Carson					27	31	40					28	39	24					34	24	33					29	32	25													
Catalina Magnet								32							31							29														35					
Cavett		42	53	40					35	39	31					41	46	41					37	33	42																
Cholla Magnet								40							39							37														43					
Collier		77	76	58					66	69	57					80	44	60					90	58	50																
Corbett		50	46	58					55	51	55					59	51	61					56	61	44																
Cragin		30	38	37					41	34	50					43	35	48					54	37	35																
Davidson		36	19	60					36	43	50					62	27	46					33	68	38																
Davis		66	44	45					62	53	49					69	45	45					50	68	48																
Dietz		47	52	36					58	35	39					57	43	48					53	49	45																
Direct Link I		NA	NA		NA	NA	NA		NA	NA	NA	NA	NA	NA	NA	NA		NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA					
Direct Link II																																									
Dodge Magnet					77	75	77					73	81	65					69	76	80																				
Doolen					35	38	34					51	38	38					53	49	41																				
Drachman		46	14	24	6				77	49	36	42				82	46	39	50				68	53	53	36															
Dunham		60	68	64					50	52	56					33	71	77					49	41	60																
Erickson		62	49	38					67	46	46					83	52	50					69	52	41																
Fickett Magnet		50	49	38	43	45	52		55	41	49	41	46	43		50	67	55	47	43	33		50	52	58	44	49	43													

Exhibit 4.4.2

Percentage of Students Scoring Proficient or Above in Mathematics
Tucson Unified School District
2009-10 through 2012-13

School Name	2009-10										2010-11										2011-12										2012-13									
	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10					
Grade																																								
Ford	68	46	49	30				58	55	46					64	64	57					56	51	60																
Fort Lowell/ Townsend				19	27	36					24	31	23		41	62	35	31	31	39		37	41	42	40	50	27													
Fruchthandler	85	81	83					67	80	89					71	67	80					80	65	69																
Gale	88	88	82					88	83	78					82	85	70					90	75	78																
Gridley				53	61	61					54	64	54					51	62	58											65	57	62							
Grijalva	53	43	40					59	57	43					62	57	57					63	57	62																
Henry	51	42	59					71	72	71					73	78	67					58	55	71																
Henry (Hank) Oyama	42	28	38					38	33	27					52	57	49					43	38	40																
Hohokam				24	22	17					27	27	23					37	25	22											21	30	24							
Holladay	50	46	40					71	57	46					40	67	43					45	44	34																
Hollinger	61	61	45					55	71	48					54	57	72					55	70	57																
Howell	51	58	47					61	54	46					61	50	43					66	65	47																
Howenstine							23							27							17															12				
Hudlow	58	53	59					52	44	50					69	51	53					63	68	57																
Hughes	79	60	63					79	75	76					69	82	80					69	63	80																
Kellond	39	59	48					70	51	56					60	66	50					71	62	79																
Laura N Banks	55	55	36					64	39	42					59	59	51					63	44	42																
Lawrence	48	53	49					54	60	44					38	37	45	29				46	31	30	52	25														
Lineweaver	73	71	57					70	69	59					76	73	65					86	73	70																
Lynn/Urquides	50	43	38					62	47	41					52	54	52					41	40	38																
Lyons	57	38	48					38	56	26					36	45	52					53	49	52																
Magee				45	66	65					48	53	52					49	51	45											47	56	50							
Maldonado	64	48	39					37	51	49					43	47	40					39	30	34																
Mansfield				26	32	42					29	36	43					37	33	38											54	45	39							
Manzo	56	34	24					30	41	19					16	18	38					46	30	43																
Marshall	71	58	62					68	57	56					47	54	60					31	52	44																
Maxwell				26	24	32					32	24	12					37	26	17											43	41	24							
McCorkle PreK-8															46	44	31	28				46	31	38	58	36														

Exhibit 4.4.2

Percentage of Students Scoring Proficient or Above in Mathematics
Tucson Unified School District
2009-10 through 2012-13

School Name	2009-10										2010-11										2011-12										2012-13									
	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10					
Grade	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10	3	4	5	6	7	8	10					
Menlo Park	53	40	38					81	38	50					69	67	33					57	58	60					57	58	60									
Meredith	NA	NA	NA	NA	NA	NA	NA		NA	NA	NA	NA	NA		NA	NA	NA	NA	NA	0		NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA					
Miles - E. L. C.	57	64	65	32	77	69		59	54	67	41	45	69		65	55	61	53	51	44		63	72	52	45	65	43		60	45	54									
Miller	69	51	42					83	52	43					48	59	44					46	26	56					46	26	56									
Mission View	50	41	56					43	50	65					55	46	46					65	48	54					65	48	54									
Myers-Ganoung	48	33	69					59	55	60					69	43	61					65	48	54					65											
Naylor				19	25	35					37	31	25		74	75	48	49	51	35		65		46	43	53	44		37	53	58									
Ochoa	36	41	31					64	23	30					35	51	33																							
Palo Verde Magnet							48							39							59														47					
Pistor				27	39	40					31	40	33					40	47	39												47	51	43						
Project MORE																																								
Pueblo Gardens	78	69	62	64	27	32		71	81	55	62	60	22		49	85	77	33	21	60		60	37	67	54	52	13		60	37	67	54	52	13						
Pueblo Magnet							38							34							31														32					
Rincon							38							48							49														47					
Robins	59	52	64					68	50	42					78	64	51	44											76	53	54	33	31							
Robison	67	22	24					65	37	25					48	44	46					58	33	55					58	33	55									
Rose	66	59	76					63	80	73					66	68	73	75				57	63	67	86	90			57	63	67	86	90							
Roskruge Bilingual Magnet	37	38	63	32	26	27		63	36	47	47	42	31		73	38	42	48	45	33		67	70	57	48	58	41		67	70	57	48	58	41						
Sabino							82							85							86														81					
Safford Magnet	27	60	30	19	24	32		31	20	51	22	28	28		54	37	25	46	35	35		45	35	42	50	51	45		45	35	42	50	51	45						
Sahuaro							67							73							71														68					
Santa Rita							49							42							43														40					
Schumaker	61	47	47					70	62	35					46	64	57					58	61	54					58	61	54									
Secrist				40	54	52					44	53	58					39	51	49												49	63	60						
Sewell	72	62	58					72	53	56					77	70	46					71	80	70					71	80	70									
SolengTom	80	78	75					86	81	89					79	80	82					78	79	88					78	79	88									
Southwest Alternative																																								

Exhibit 4.4.2																																							
Percentage of Students Scoring Proficient or Above in Mathematics																																							
Tucson Unified School District																																							
2009-10 through 2012-13																																							
School Name		2009-10										2010-11										2011-12										2012-13							
Grade		3	4	5	6	7	8	10		3	4	5	6	7	8	10		3	4	5	6	7	8	10		3	4	5	6	7	8	10							
Steele		67	60	30				38	58	28						58	66	42						50	58	49													
Tolson		53	32	43				68	57	30						72	56	59						51	43	47													
Tucson Magnet								49							52								48									53							
Tully		52	48	47				64	67	54						67	65	65						61	61	56													
University								100								100							100									100							
Utterback Magnet					28	31	38						32	26	27							35	35	25						37	47	34							
Vail					38	49	39						43	48	44							44	54	47						56	60	51							
Valencia					27	34	23						28	35	26							25	29	27						42	32	35							
Van Buskirk		38	58	73				44	50	78						42	49	65						58	42	68													
Vesey		37	55	45				57	55	48						54	57	57						62	57	55													
Wakefield					26	20	21						33	31	22							35	47	26						45	40	36							
Warren		56	41	18				44	44	40						41	74	34						62	55	44													
Wheeler		46	69	78				82	57	64						64	78	70						60	69	80													
White		54	45	44				65	47	48						72	57	50						70	67	65													
Whitmore		51	57	69				68	46	79						73	64	54						49	61	68													
Wright		58	47	40				65	54	29						51	65	43						63	61	64													

The following observations can be drawn from the 2013 AIMS data in Exhibit 4.4.2:

- Seventy-nine (79) percent of schools were below state proficiency rates on the third grade math AIMS.
- Seventy-five (75) percent of schools were below state proficiency rates on the tenth grade math AIMS.

Such widespread low performance indicates that while there are differing performance patterns between schools, the district as a whole experiences consistent difficulty supporting students to meet or exceed standards.

Exhibits 4.4.3 and 4.4.4 show the percentages of Tucson Unified School District students and all Arizona students who met or exceeded the standard, by grade level, for the past four years. Exhibit 4.4.3 reflects reading performance, and Exhibit 4.4.4 reflects performance in mathematics.

Exhibit 4.4.3

AIMS Examinations: Grade 3-10
Comparison of District and State Student Reading Met Standard or Above Rates
Tucson Unified School District
2010-2013

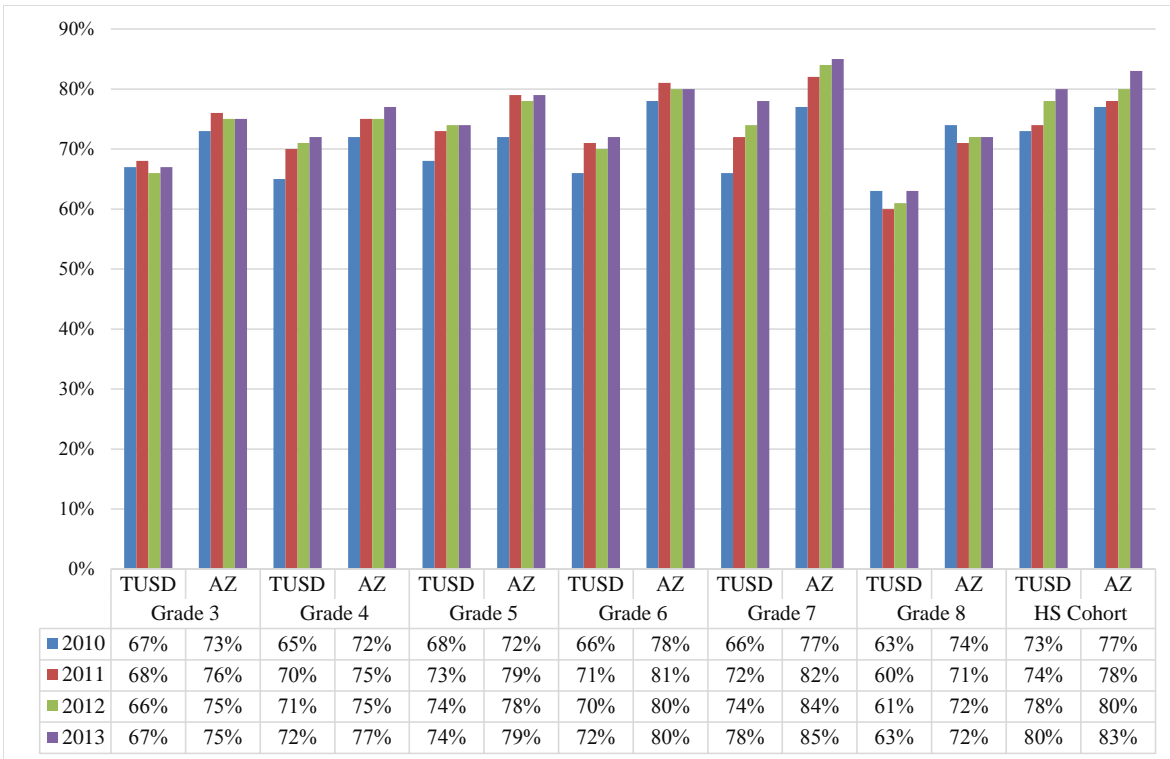
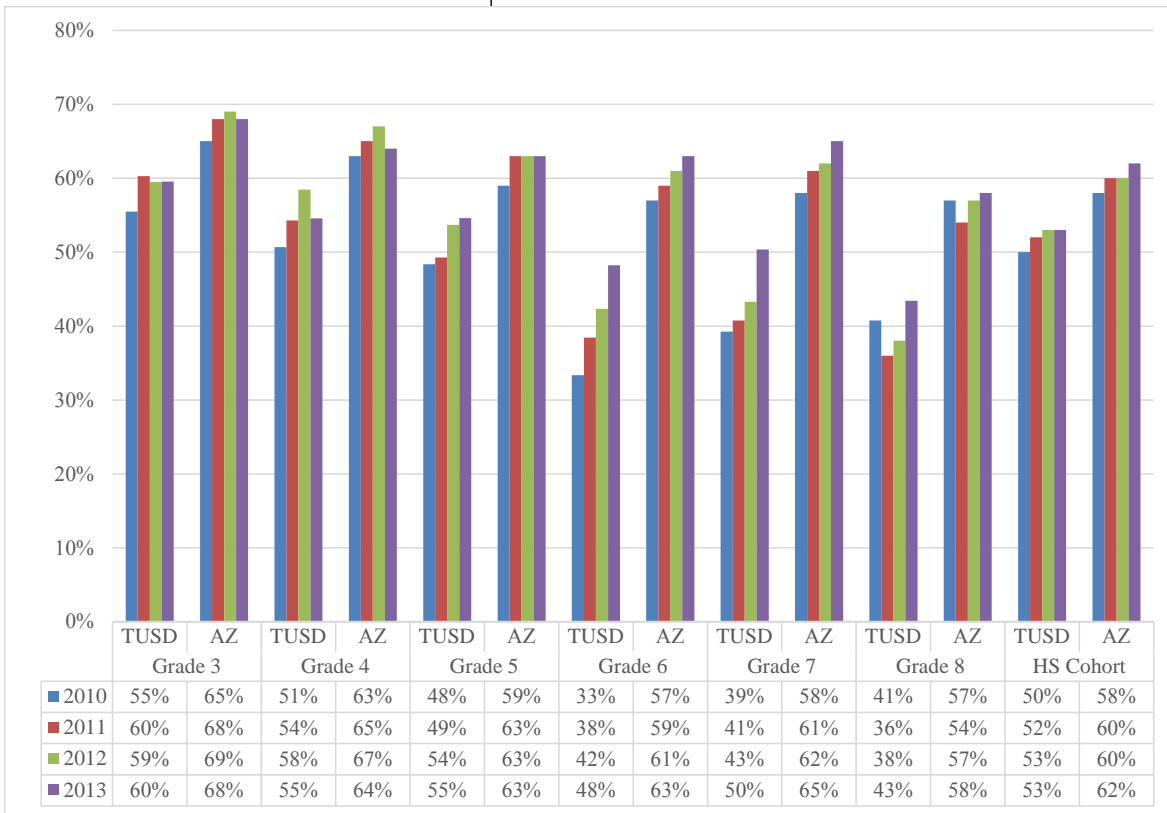


Exhibit 4.4.4

AIMS Examinations: Grade 3-10
Comparison of District and State Student Math Met Standard or Above Rates
Tucson Unified School District
2010-2013



Exhibits 4.4.5 and 4.4.6 display the same information as the previous two exhibits, arranged by cohort groups.

The label “Cohort 1” refers to students who began fifth grade in 2009-10, and the line reflects the percentage of students scoring proficient or above through eighth grade. The label “Cohort 2” refers to students who began fourth grade in 2009-10, and the line reflects the percentage of students scoring proficient or above through seventh grade. The label “Cohort 3” refers to students who began third grade in 2009-10, and the line reflects the percentage of students scoring proficient or above through sixth grade. It should be noted that these data do not represent intact cohorts at the student level (students who were continuously enrolled in Tucson Unified School District for all four years) but rather longitudinal performance for grade level groups.

Exhibit 4.4.5

AIMS Examinations: Cohort Analysis Comparison of District and State Student Reading Met Standard or Above Rates Tucson Unified School District 2010-2013

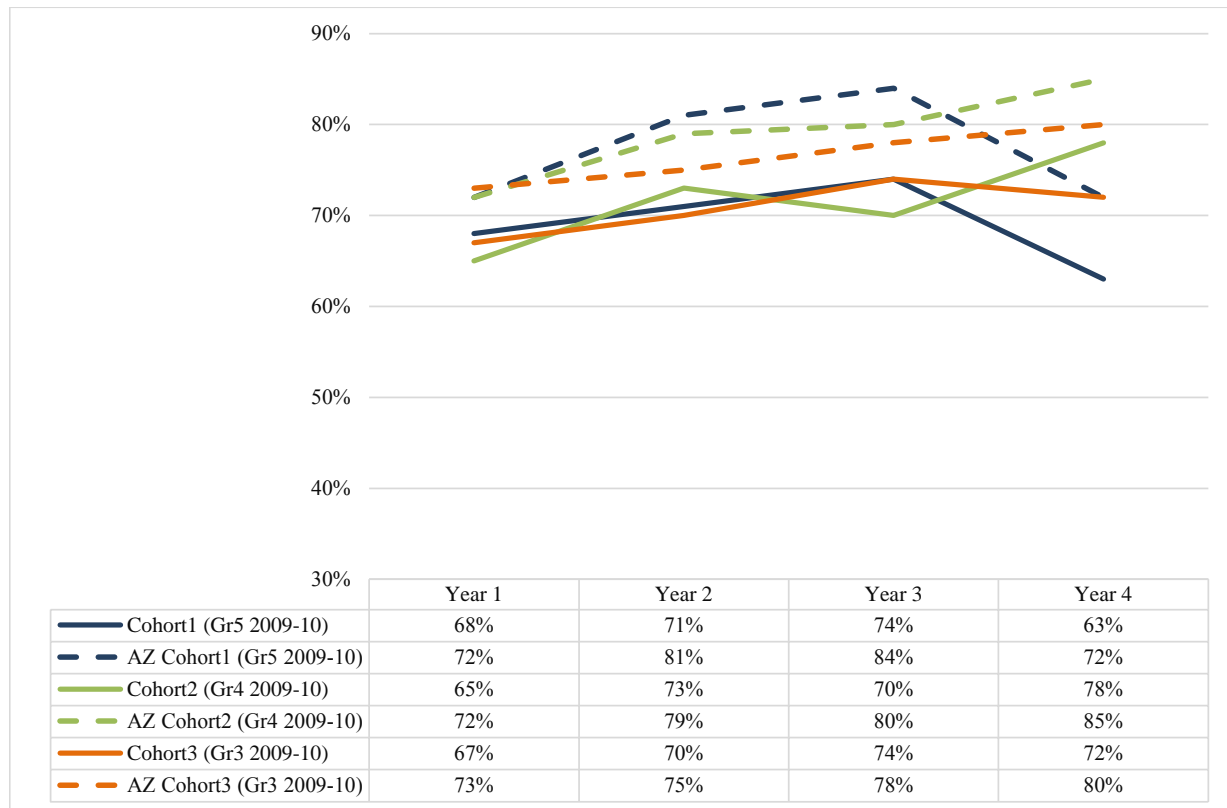


Exhibit 4.4.6

AIMS Examinations: Cohort Analysis
Comparison of District and State Student Math Met Standard or Above Rates
Tucson Unified School District
2010-2013

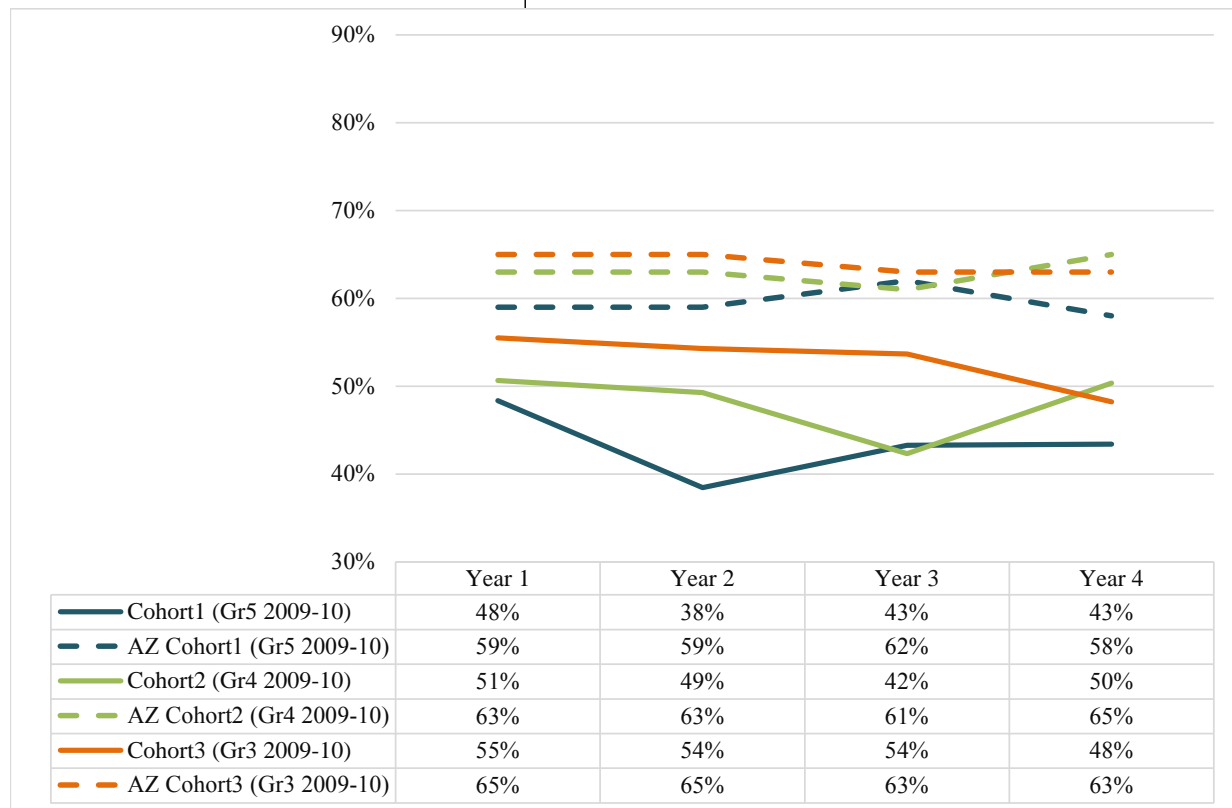


Exhibit 4.4.7 displays the national percentile rank of Tucson Unified School District students and all Arizona students in reading and mathematics by grade from 2009-10 to 2012-13.

Exhibit 4.4.7

SAT 10: Comparison of District and State Median Percentile Rank
Tucson Unified School District
2010-2013

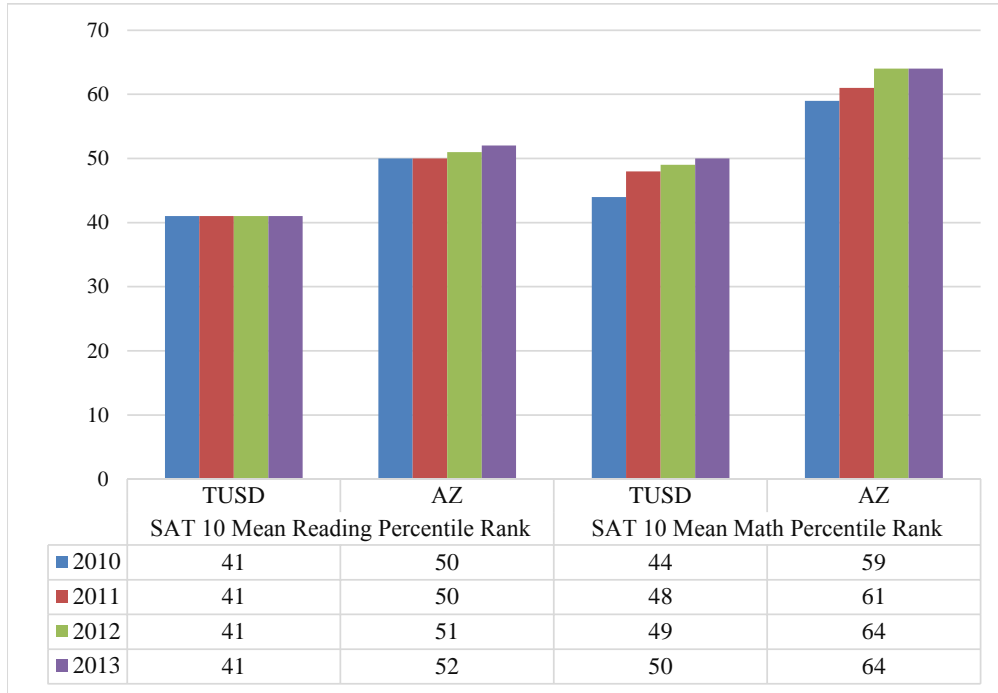


Exhibit 4.4.8 displays the national percentile rank of Tucson Unified School District students in reading by grade from 2009-10 to 2012-13.

Exhibit 4.4.8

**SAT 10: District Median Reading Percentile Rank by Grade
Tucson Unified School District
2010-2013**

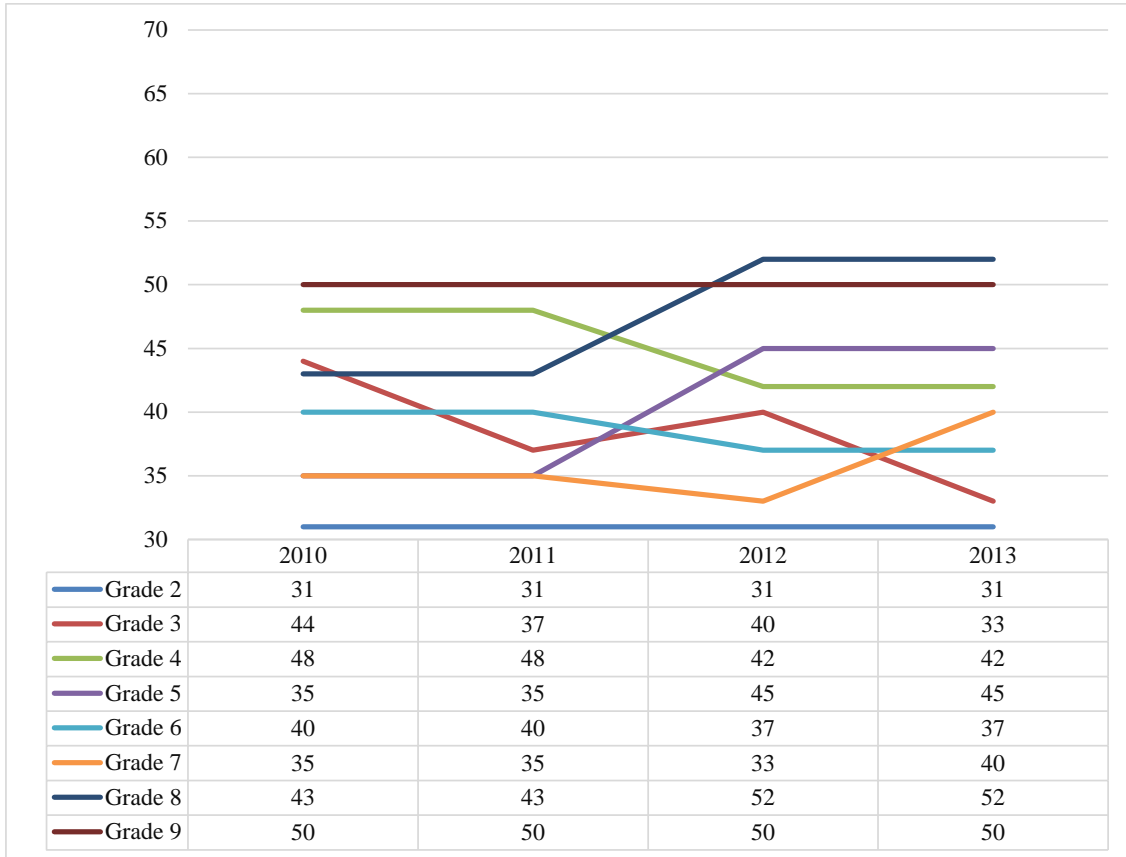
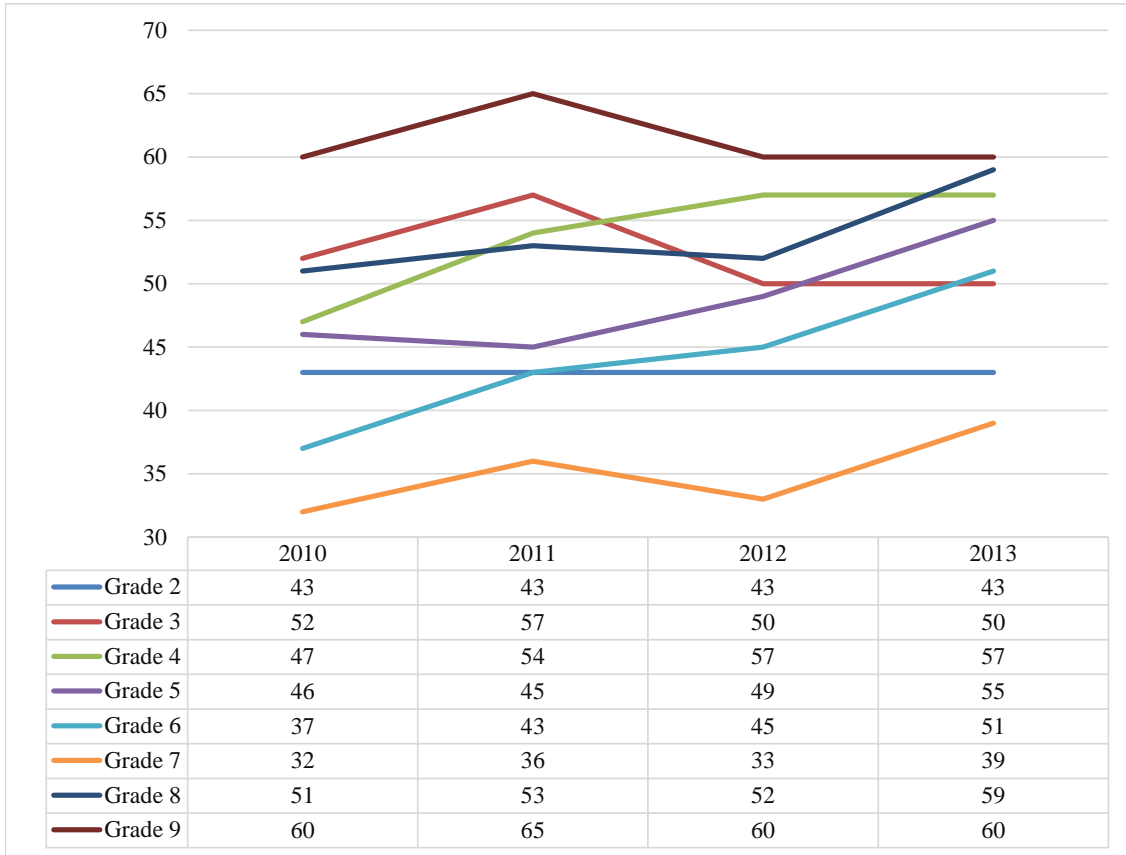


Exhibit 4.4.9 displays the national percentile rank of Tucson Unified School District students in mathematics by grade from 2009-10 to 2012-13.

Exhibit 4.4.9

SAT 10: District Median Math Percentile Rank
Tucson Unified School District
2010-2013



Student Performance on *ACT* Assessment

ACT measures student performance in English, math, reading, and science at or near the end of the Tucson Unified School District experience. TUSD students began taking the *ACT* in significant numbers in the spring of 2010 as the result of a partnership with the Arizona Department of Education and the Helios Foundation. Students are assigned a score in each area as well as a combined score.

Exhibit 4.4.10 displays the average combined *ACT* scores for the nation, the state, and Tucson Unified School District for the past three years.

Exhibit 4.4.10

***ACT* Composite: District, State, and National
Tucson Unified School District
2011-2013**



Exhibit 4.4.11

**ACT Content Areas: Gap Between District and National Performance
Tucson Unified School District
2011-2013**



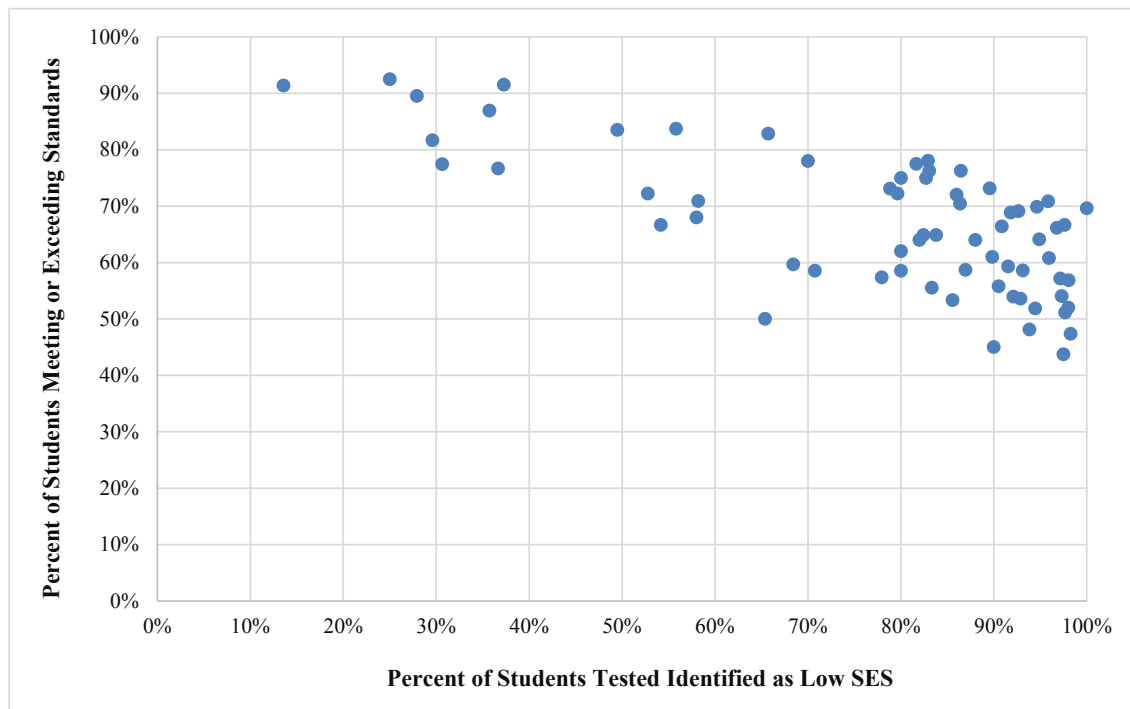


Exhibit 4.4.13

**AIMS Third Grade Math: Percent Meeting or Exceeding Standards
By Percent Low Socioeconomic Status
Tucson Unified School District
2013**

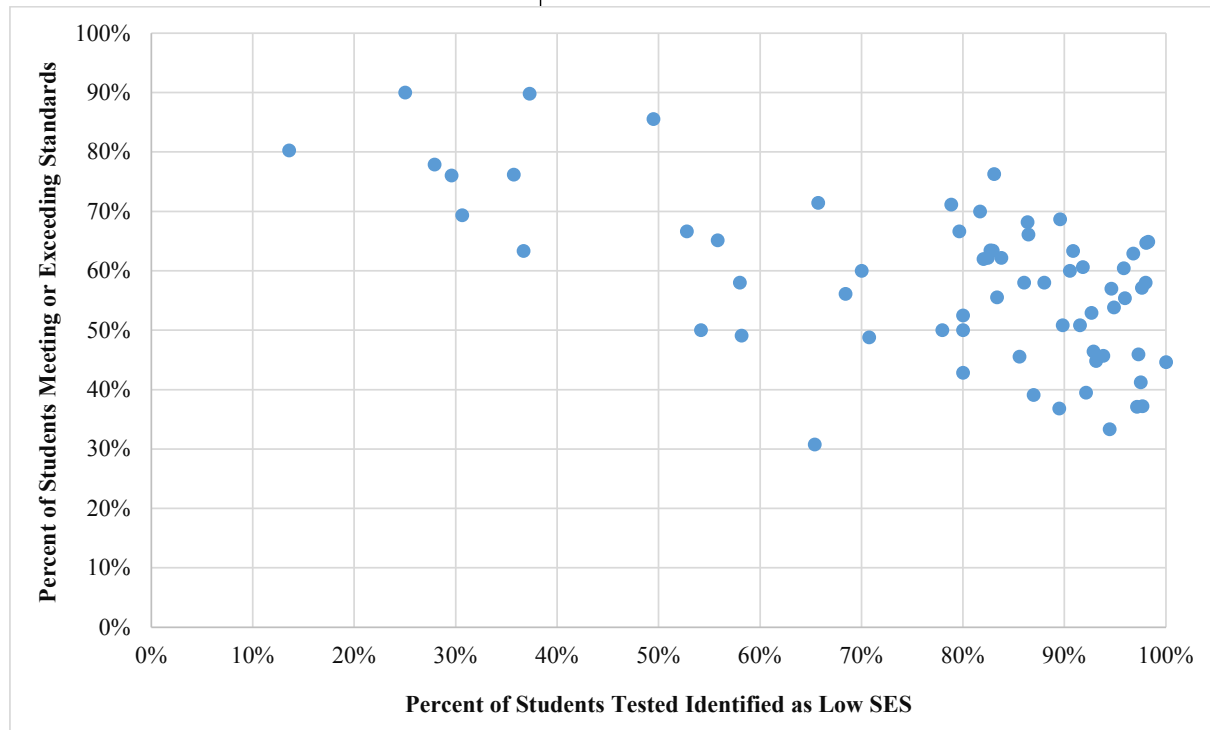
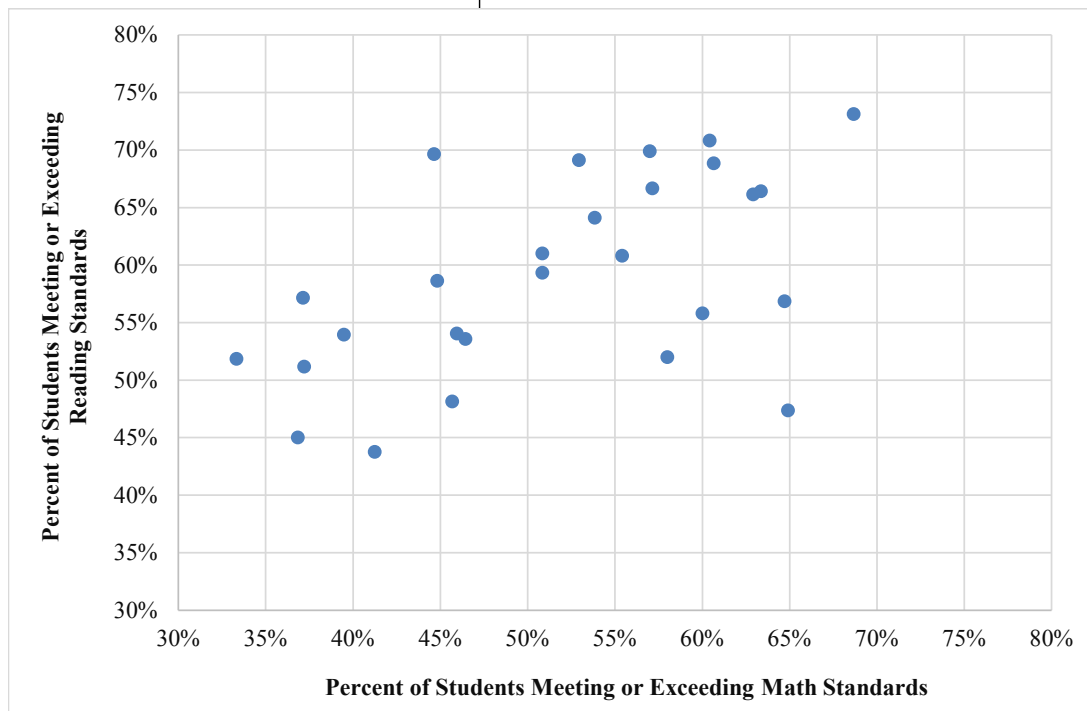


Exhibit 4.4.14

**AIMS Third Grade Percent Meeting or Exceeding Standards:
Schools at 90% Low Socioeconomic Status
Tucson Unified School District
2013**



Tucson Unified School District No. 1 Audit Report Page 262

STANDARD 5: The School District Has Improved Productivity.

Productivity refers to the relationship between system input and output. A school system meeting this standard of the CMSi Curriculum Audit™ is able to demonstrate consistently improved pupil outcomes, even in the face of diminishing resources. Improved productivity results when a school system is able to create a consistent level of congruence between major variables in achieving enhanced results and in controlling costs.

What the Auditors Expected to Find in the Tucson Unified School District No. 1:

While the attainment of improved productivity in a school system is a complex process, caused in part by the lack of a tight organizational structure (referred to as “loosely coupled”), common indicators of a school system meeting this audit standard are:

- Planned and actual congruence among curricular objectives, results, and financial allocations;
- A financial data base and network that can track costs to results, provide sufficient fiduciary control, and be used as a viable data base in making policy and operational decisions;
- Specific means that have been selected or modified and implemented to attain better results in the schools over a specified time period;
- A planned series of interventions that have raised pupil performance levels over time and maintained those levels within the same cost parameters as in the past;
- School facilities that are well-kept, sufficient, safe, orderly, and conducive to effective delivery of the instructional program; and
- Support systems that function in systemic ways.

Overview of What the Auditors Found in the Tucson Unified School District No. 1:

This section is an overview of the findings that follow in the area of Standard Five. Details follow within separate findings.

Standard Five addresses issues of productivity within the system. The auditors found that the Tucson Unified School District is fiscally well managed in a business-like manner with strong internal controls. However, TUSD has been subject to diminishing funding, forcing significant cost-containment adjustments to stay within its allowable expenditure levels.

Moreover, ongoing budget constraints and competing resource demands limit the system’s capacity to prepare, support, and deliver a high quality curriculum equally to every classroom. Budget development and decision making are not yet fully aligned to the district’s curricular goals and essential priorities, nor are there adequate structures to facilitate cost-benefit analyses across the decentralized financial network to assure maximum productivity.

On average, many of the TUSD school buildings are about 60 years of age, and equality of educational environments was found to be uneven, with disparities in maintenance, modernity, and overall quality in environmental provisions. Planning for facilities improvement was found to be inadequate and heavily dependent upon funding availability from the State of Arizona.

Technology across schools was found to be seriously disparate, unequal, and obsolescent. TUSD students do not have the benefit of equal access to a quality technology curriculum or cutting edge equipment, programs, or applications.

The Tucson Unified School District contains an overabundance of program interventions, special initiatives, and activities designed to enhance schooling. A survey of principals revealed a total of no less than 170 interventions, consisting of instructional programs, supplementary programs, pull-out programs, and special programs or activities. The auditors found that many of these interventions compete with or substitute for the district curriculum without justification.

Historical autonomy at the school level has resulted in a number of programs being added to the curriculum as a means of enhancing student performance without the benefit of adequately documented objectives, appropriate measurement of results, monitoring, or oversight.

Limited strategies including conjecture and perception, were reported to the auditors as the means by which district staff currently determine what is the objective, what works and how, what helps improve learning, or what costs are incurred for such extensive alternatives.

Essentially, the Tucson Unified School District was found not to be in control in terms of congruity, focus, and unity of purpose in delivering an equitable and quality educational program. Fragmentation is widespread across the system, making it difficult to clearly define and unambiguously demonstrate unity of purpose in what the system stands for, what it believes in, and what it is trying to accomplish.

Finding 5.1: The district's budget development and financial decision making are not driven by curricular goals, strategic priorities, and assessment data, and allocations are structured in a manner that prevents measurement of the cost-effectiveness of program activities and services.

The budget is the major financial planning document for expressing in dollars the goals and priorities of the district and keeping the organization focused on productivity. As such, it should reflect a direct connection between the resources provided and the criticality of the goals toward which those resources are directed. System-wide productivity is enhanced by budgetary decisions that assure adequate resources to those program efforts that are aligned with district goals and priorities and that can demonstrate success in meeting them. Without this systematic linkage, officials can easily allow themselves to spread district fiscal resources too thinly, stray from the system's mission and focus, and end up serving the students and community ineffectively, inequitably, or inconsistently.

Budgeting and fiscal practices directly impact the resources available to support the educational program. Major responsibilities of district leadership are to assure that the budget is faithful to the mission, supports the goals, and incorporates consideration of the results of student assessment and program evaluation efforts to help assure efficacy. Leaders also are responsible for tempering budget decisions with the principle of equity and ensuring a data-based focus of resources to enhance student learning and system productivity. Their ongoing management of resources is expected to be consistent with budget decisions, state and federal laws, and generally-accepted principles of accounting.

The auditors reviewed board policies regarding budgeting and financial matters, the district budget for 2013-14, independent accountants' financial statements, and various other financial management documents as well as district planning documents found on the TUSD website. Interviews were conducted with board members, administrators, teachers, parents, and other community members to determine the budgetary processes used by the district and their degree of effectiveness. Auditors primarily inquired about fiscal operations and financial management practices as elements of system productivity and school accountability.

The general role of a school board in the budget process should be to adopt policies that guide the district operations and budget activities. Boards have the responsibility to provide adequate oversight to assure that priorities and goals are clearly identified, based on data, and communicated system-wide prior to budget planning. A board must then assure the public that financial resources are placed so as to support the mission and declared priorities, educational goals, and identified needs. Auditors reviewed board policies to identify direction related to budget development and management, but found only three relevant policy documents. The three policies of the Tucson Unified School District related to financial planning and budgeting are summarized below:

- *Board Policy DBC: Budget, Planning, Preparation and Schedule* explicitly declares that "each school year the Superintendent shall prepare and disseminate a budget preparation schedule to accomplish all required budgetary actions for the following school year. This schedule will, as a minimum, provide specific dates for the accomplishment of all state-mandated actions."

The expectation inherent in this statement is that there will be identifiable linkage between the budget and the district's planning documents, which communicate statements incorporating state-mandated actions.

- *Board Policy DD: Funding Proposals, Grants, and Special Projects* requires that the "Governing Board is to be kept informed of possible sources of state, federal and other funds for the support of the schools and/or for the enhancement of educational opportunities. The Superintendent is to apprise the Board of its eligibility for general or program funds and to make recommendations for Board action."
- *Board Policy DDA: Funding Sources Outside the School System* stipulates that the "District may submit proposals to private foundations and other sources of financial aid for subsidizing such activities as innovative projects, feasibility studies, long-range planning, research and development, or other educational needs. The District may also accept gifts/donations from outside sources which are not current or potential vendors. The disposition of unused funds from these sources shall be in accordance with law.

The Governing Board may receive, hold, and dispose of any gift, grant, or bequest of property or equipment in accordance with state law and the intent of the instrument conferring title.

The Superintendent has the authority to approve all grants from the Arizona Department of Education (ADE) and from the US Department of Education (DOE), regardless of the dollar amount.

The following approval limits apply to all grants, other than ADE and US DOE:

- \$50,000.00 or less Superintendent (Approval)
- Greater than \$50,000.00 Governing Board Approval Required

The Governing Board will receive quarterly summary reports of all grants approved, including the amount of each grant."

The auditors found that, except for *Policy DBC*, the district policies related to financial planning and budgeting offer minimal direction to the budget development and decision-making process. The auditors' expectation, missing in *Board Policy DBC*, is that active consideration of the goals, objectives, and priorities in the budget planning sessions and eventually in the board actions for budget adoption would be explicitly delineated.

The direction contained in *Policies DBC, DD, and DDA* is broad and offers no supporting information to suggest how the board would know if the budget proposed would or would not "achiev[e] the goals and objectives of the school district." No policy was found that addresses budget modifications following adoption and contains clear and explicit decision-making and procedural direction based on changing needs of the clientele and system.

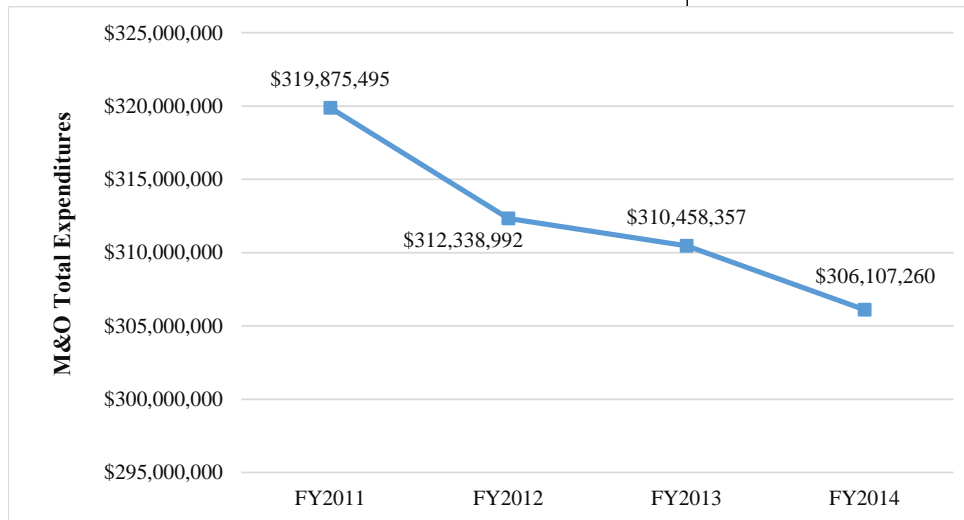
District-provided documents related to budget planning and development included the following:

- A procedure for budget process and timelines (an Excel spreadsheet) and
- Annual Adopted Expenditure Budgets for 2011-2014.

The district budget is presented in a format consistent with *Policy DBC* and state requirements. The auditors found that the expenditure budget document presents little information for programs, and no information was found with interpretive guidance for readers in understanding the budget. The program explanations do not offer multi-year planning information but do outline clearly the current year and projected year data. No separate long-range financial plan was presented to auditors.

The auditors found that the district's maintenance and operations expenditure budgeting reflected diminishing financial resources over the past four budget cycles. The budgeted amounts for FY2011 to FY2014 are shown in Exhibit 5.1.1:

Exhibit 5.1.1
Budgeted M&O Expenditures FY2011-FY2014
Tucson Unified School District
January 2014



The auditors found that the budgeting process and documents were inadequate to connect the effectiveness of results to expenditures for various activities. No connection between the budget and the any long-range planning could be identified, but the system is currently engaged in a strategic planning process (see Finding 1.2).

Auditors found no formal steps in place for early identification or affirmation of goals and priorities by the board in order to formally incorporate these considerations within the budget development process. All interviewees confirmed that the budget planning is formula-driven and based on the previous year's allocations.

Interviews revealed various levels of interest in and concern about budget development, decision making, and the insufficiency of funds:

- “[The district] needs to control costs and make certain that it comes back to the quality of education for the kids. Perhaps consider breaking up the district to be able to best maintain the schools. When board members were asked about input into the budget and direction for priorities to be addressed, they indicated a variety of perceptions regarding board input.” (Parent)
- “Skimping on everything from facilities to books to toilet paper may be OK for a year or two, but having chronic budget issues every year will eventually degrade the education system.” (Parent)
- “[There is a] need to make better decisions based more on how [things] affect the students’ education not just by the budget.” (Parent)
- “District communications with parents are condescending and generally don’t say what they’re really about. The meetings to cut \$10 million were announced as something else, that never-not once-made reference to budget cuts.” (Parent)
- “Parents need more input in school funding/spending decisions. Fine arts need to be [kept in the] younger grades, such as violin in kinder-5th at all schools, more visual arts, etc.” (Parent)
- “[District needs to improve] budget management, prioritizing the placement of funds with an emphasis on student needs - NOT administrative salaries.” (Teacher)
- “Work orders for building needs take too long to complete, [and it’s] too hard to get timely responses from some departments. Budget transfers and requisitions take way too long.” (Principal)
- “Budgets and program [funds] are not equal between schools at same level.” (Principal)

The audit team assessed the procedures and documents used in the budget development and management processes against the six audit components of a curriculum-driven or performance-based budget. Exhibit 5.1.2 lists the components expected in the budget development process and the auditors’ ratings of the presence or absence of these in the district’s budgeting approach.

Exhibit 5.1.2

**Components of a Performance-Based Budget
And Adequacy of Use in the Budget Development Process
Tucson Unified School District
January 2014**

Curriculum-driven Budget Criteria		Auditors' Rating	
		Adequate	Inadequate
1. Tangible, demonstrable connections are evident between assessment of operational curriculum effectiveness and allocations of resources.			X
2. Rank ordering of program components is provided to permit flexibility in budget expansion, reduction, or stabilization based on changing needs or priorities.		Partial	
3. Each budget request or submittal shall be described so as to permit evaluation of consequences of funding or non-funding in terms of performance or results.			X
4. Cost benefits of components in curriculum programming are delineated in budget decision making.			X
5. Budget requests compete for funding based upon evaluation of criticality of need and relationship to achievement of curriculum effectiveness.			X
6. Priorities in the budget are set by participation of key educational staff in the decision-making process. Teacher and principal suggestions and ideas for budget priorities are incorporated into the decision-making process as allocations are crafted.			X
	Total	0	6
	Percentage Adequate	0%	
Partial ratings are counted as inadequate.			

As can be gathered from the information in Exhibit 5.1.2, auditors considered one criterion of the six criteria to be partially present in the district's approach to budgeting. Further comments are provided on each criterion below.

Criterion One: Connections

While auditors were told by a few administrators that site plans and/or the district strategic plan figured into their decisions about budget requests, conscious connections with budget planning were not consistently or systematically occurring. No budget instructions or request forms presented information either requiring or suggesting this linkage.

Criterion Two: Rank Ordering

No documented rank ordering of requests was presented to auditors. A few principals reported that they engage their staffs in the final prioritization of building or program budget requests; other budget managers accomplish the prioritization of their particular budget items themselves. No forms for rank ordering and incremental presentation of requests at the council level were presented to auditors.

Criterion Three: Descriptions for Evaluation of Funding Consequences

Any descriptions of funding/non-funding consequences were reported to be oral comments to decision-makers (the Superintendent's Council) or brief informational memoranda provided upon request. No standardized forms were presented as customary elements of the budgeting process.

Criterion Four: Cost-benefits Analysis

Auditors were told that cost-to-benefit information was usually presented with proposals for new programs or intervention efforts but that cost-benefit analysis is not a systematic ingredient of budget requests for

continuation items or proposals for deletion of budget components. No forms were made available to auditors representing this step in budget planning.

Criterion Five: Competition on Basis of Needs and Effectiveness

Any competition among proposals that is based on needs analysis or effectiveness of the services represented in the proposal occurs informally either within the staff from which the proposal is presented or within the decision-making discussions at the Superintendent's Council. Such considerations are not formalized in an outlined procedure, and forms to present competing proposals were not available. The board does not characteristically engage in discussion of programs on a needs/criticality basis when the budget is presented to them.

Criterion Six: Decision-making Process Participation

Participation of key educational staff typically (but not always) occurs at the presenter's level (school, department, or program), or at the budget management level, when principals receive information about the planned budget. Principals and teachers were not found to be participants in setting priorities at the allocation level, which delimits their suggestions in setting those priorities. However, when principals are asked to reduce the school requests, according to interviews, many involve their staffs in that decision.

Summary

Without the benefit of formal assessment to verify program efficacy, there is no systematic linkage between funding and board-adopted priorities. Consequently, decision-makers can easily allow fiscal resource allocations indiscriminately without connections to the system's mission and focus. Without cost-effectiveness data on allocations for programs and service, the system could end up serving the students and community ineffectively, inequitably, or inconsistently.

Current budget development and decision-making processes of the Tucson Unified Schools are not yet fully adequate in assuring system-wide cohesion and productivity.

Finding 5.2: The need for facility improvements is a priority in spite of recent progress. Improved technology systems and software are needed for both operational effectiveness and quality teaching and learning; the minimal funding of these improvements is a major roadblock for the district and some schools. Similarly, the human resource services are lagging in recruitment and hiring processes to ensure that all teaching positions are filled with qualified personnel. Student transportation continues to improve in service and efficiency.

Effective school districts develop a strong support foundation of facilities and operations that enhance their ability to attain district and school goals and ensure quality teaching and learning as well as efficient management functions. Facilities that house both educational services for students and the operational functions of a school district establish an environment that either impedes or supports effective and efficient implementation of service delivery and administrative management. Particularly critical supports in meeting these needs are adequate facilities and technology systems based on quality planning for the wide range of needs to be addressed within those buildings. For example, inadequate space for effective classroom instruction, cluttered or crowded environments, poor technology and utilities functions, and lack of appropriate safety provisions can hinder teaching and learning as well as ongoing work by office staff and district leaders. Strong school systems ensure short- and long-term planning to enhance the quality of financial, facilities, human resource, pupil transportation, and technology support systems and operations.

Technology planning in effective school districts also leads technology implementation toward the facilitation of deeper, more meaningful 21st century learning. The integration of technology into curriculum and instruction is designed for technology to be used as a tool to increase student achievement. System expectations for the use of technology must be clearly defined, planned, modeled, monitored, and evaluated. Planning for the use of technology is the key to providing direction for the selection, adoption, implementation, and evaluation of technology as management support and an instructional tool.

To review all the facilities and operations planning and functions, the audit team undertook an extensive review of documents and conducted site visits, as well as interviews with board members, district and school personnel,

and parents. They first addressed the facilities planning process and results, followed by similar analysis of technology support services. They also reviewed financial and budgetary services, personnel practices, and student transportation services as critical system supports. In their review of these operational functions, the audit team included documents with direction related to the specific operations, particularly board policies, job descriptions, planning documents, data reports, and other related documents provided by the district staff. Additionally, for firsthand visual observations, the auditors visited all schools and some district office facilities. During these visits they particularly focused on maintenance and cleanliness, physical atmosphere, capacity for educational and other current uses, safety, and access by users to intended equipment and technology in the facilities. Finally, they reviewed the updated bond plans, master plan progress reports, and the technology budget report (2013-14).

Overall, school facilities were found to be adequately maintained, clean, and functional; several exceptions were observed, and most improvements needed are planned with access to necessary funding. Complicating (but not prohibiting) factors acknowledged by the auditors are the declines in student enrollment and state funding for schools, as well as the specificity of some requirements in the Unitary Status Plan. The auditors found that facility availability was adequate for administrative functions, although access to more consolidated venues of services could contribute to efficiency of operations and enhance ease of access to offices for providing services and enhancing collaboration. The need of highest urgency that emerged from the auditors' review of systems and operations was updating and expanding the technology systems and software to provide quality educational support to teachers and students in all schools and to reduce the inefficiencies in daily management of personnel and finance functions at both district and school levels. Slow processing of such actions as purchasing equipment or materials, hiring of staff, and receiving custodial and maintenance services is affected directly and indirectly by both the recent staff reductions caused by changes in state funding and the current weaknesses in the technological support systems.

The audit team first reviewed board policies for direction in the areas of facilities, finance and budget, student transportation, and technology systems.

Board policies that provide direction for the planning and management of facilities in the Tucson Unified School District are limited in number and do not address all aspects of planning and management. The two policies that include some planning direction, along with regulation direction, follow:

- *Board Policy FCB: Closing Schools (and Regulation FCBR)* lays out the process and considerations for decisions related to school closures and requirements for reporting decisions and progress.
- *Board Policy FD: Facility Planning and Development* requires that "design and construction of all new District facilities and renovation of all existing District facilities shall be performed under the direction of an architect or engineer ('Design Professional') The district will be responsible for a different inspector and code compliance officer."

Policy direction related to technology systems is focused on acceptable use by staff and students and some statements of expectation about the role of technology in instruction; no overall direction for technology services was clearly stated in policies. The following policies provide some indication of district expectation:

- *Board Policy EJA: Acceptable Use of Technology Resources* states,
 "Technology...is a valuable tool that supports teaching and learning through access to resources and information, learning activities, interpersonal communication, research, training and collaboration and dissemination of successful educational practices, methods and materials. Information technologies such as the Internet are an extension of school libraries and other media/resource centers provided with a goal of promoting resource sharing, research innovation, communication and opportunity for collaborative work. The Tucson Unified School District (TUSD) Governing Board supports the use of technology by staff that is consistent with the goals of the district."
- *Board Policy IJK: Library Programs* states that "The mission of the school library program is to support student achievement by promoting the habits of lifelong learning. The library, the intellectual hub of the school community, is where students and adults work and learn together, developing and

applying information literacy skills in ways that continually generate new interests and knowledge.” The policy further lists the components of a comprehensive school library program, including on-line and reference subscriptions that support current curriculum and Internet access: “The teacher-librarian collaborates with the faculty to integrate information literacy with content area instruction and learning strategies across the curriculum, pre-K through grade 12.”

- *Board Policy IJNDB: Use of Technology Resources in Instruction* states that the use of networks, databases, and any other computer-accessible sources of information services “shall be in support of education, research, and the educational goals of the District.”
- *Board Policy IJNDB-R: Use of Technology Resources in Instruction* provides guidelines for the use of electronic information services including acceptable use by students and employees.
- *Board Policy IJNDB-R2: Use of Technology Resources in Instruction* states, “The One-to-One Laptop Initiative provides students with a tool to expand their learning opportunities.”

The policies and/or regulations most relevant in the review of financial management, funding sources, and of decision making related to various support services follow:

- *Board Policy CBCA: Delegated Authority* assigns responsibility for hiring, evaluating, and approving certain types of grants or contracted services to the superintendent.
- *Board Policy DBC: Budget Planning* simply requires the superintendent to “prepare and disseminate” a budget preparation schedule.
- *Board Policy DDA: Funding Sources Outside the School System* requires board approval and summary reports for funds acquired in amounts exceeding \$50,000.
- *Board Policy DJ: Purchasing Procedures* presents the requirements for competitive bids and proposals consistent with Arizona statutes and rules and with TUSD policies. The accompanying *Regulation DJ-R* responds to and explains the procedures related to the policy. It addresses specific levels of procurement and identifies which administrators approve which procurements based on dollar amounts and types of services or products. It also defines what constitutes misappropriation.
- *Board Policy EB: Environment and Safety Program* directs priority attention to safety and roles of the district, schools, employees, and students. The policy is expanded in the accompanying *Regulation EB*.

Policy direction for student transportation services includes the following:

- *Board Policy EE: Student Transportation in School Buses* addresses requirements for approved routes, process for responding to student conduct on buses, delegation of disciplinary action to the offender’s principals, and clarification of eligibility for bus transportation. It further states that students granted permission to attend schools other than the designated schools must provide their own transportation. Provisions for exception are included in attached information.

Relevant board policies directing personnel functions include:

- *Board Policy GA: Personnel Goals/Priority Objectives* includes expectations for the hiring of quality staff, providing support such as professional development, and utilizing an appraisal system that contributes to future growth of the employee.
- *Board Policy GBA: Equal Employment Opportunity* reiterates the expectation of non-discrimination.
- *Board Policy GCAA: Application for Position* explains the requirements for online job applications.
- *Board Policy GCAB: Filling of Vacancies* addresses the expected process for interviewing, participation and input into the interviews and decisions, information to be presented to the board in the hiring of administrative positions, and delegation of other procedures to the superintendent.
- *Board Policy GCAC: Negotiations* lays out the expectations related to negotiation of employee group contracts. Article II specifically notes the ultimate decision making to be the responsibility

of the governing board and prohibits reduction or deletion of board rights and responsibilities by the negotiation process and contracts.

- *Board Policy GCFC: Certification and Credentialing Requirements* requires all administrative and teaching applicants to provide certification documentation prior to being hired.

Additional policies and regulations address employee expectations for health and safety in the workplaces, appropriate practices in general, and approaches to resolution of problems in the areas designated.

Several other documents provided to the audit team addressed topics in the realm of facilities, operations, and especially technology. Most notable among those with some direction for the district were the following:

- Architectural Interior Building Assessment, 2005 (used in early stages of facilities review);
- Strategic Plan, 2011-12 (used for decisions on closures and mergers over past the two years);
- Master Plan, 2012-13 (to be updated regularly) and all accompanying reports and presentation documents;
- Facilities Condition Index (also updated regularly)- narrative and data sheets, including explanations of rubrics and scores;
- Portable Facilities Index criteria, 2013-14, including criteria for July 2014 Educational Suitability Scores for school sites;
- Facilities Information Report with Capacity, Utilization and Portables, 2013;
- TUSD Unitary Status Report (has fed into a variety of facilities and operations planning);
- Annual Bond Report, 2012-13 (framework for providing updated information regarding bond funds, progress, and problems as facilities work is implemented); and
- Technology Budget Report, 2013-14.

The following job descriptions also provide information related to expected duties and functions for a variety of positions with responsibility linked to facility, finance, personnel, transportation, and technology systems as operational support for the district and schools:

- Superintendent – includes broad responsibilities for administering board policies, “organizing district programs for effective teaching and learning” and directing “the activities and operations of district-wise business operations.” Although dated 2004, most of the content in this document appeared to be congruent with what interviews indicated as current general functions of this position.
- Deputy Superintendent, Operations – among other functions, is “responsible for operational departments as assigned by the Superintendent of Schools, “leads the Business Leadership Team, oversees the Finance Department for compliance with federal and state laws, works in collaboration with the Chief Financial Officer to oversee internal audits of TUSD finances,” works with the Superintendent to develop the TUSD budget, and “oversees the Human Resources department to ensure process are effective, efficient, and serve all major human capital functions for TUSD, including but not limited identifying, recruiting, and retaining quality employees.” The position is also expected to “ensure district and school sites are properly maintained, safe, clean and orderly” and the Food Services are implemented effectively and in accordance with industry standards and guidelines for student eligibility for free and reduced meals. This deputy also oversees Technology Services, “ensuring technology needs... are appropriate and up-to-date” and that each department’s planning process is aligned to the District mission, vision, values and goals....[and] advises the Superintendent on financial and management issues related to the administrative and organizational effectiveness of the operational support systems; ensures collaboration with appropriate personnel so that the operational support systems are enhancing the educational process of the District; and directs and initiates resolution of organizational, fiscal and management problems related to areas of responsibility.”

- Chief Operations Officer – “develops and executes the operational strategies in partnership with the Superintendent and the Executive Team”; leads the work of “operational, non-instructional departments such as Student Transportation, Custodial, Engineering, Facilities, Planning, and Energy/Natural Resource Conservation, material storage and distribution.” The position is also expected to promote “stewardship of a 21st Century vision of learning.”
- Director, Information Technology Infrastructure – “[d]irects IT infrastructure operations, strategic planning, services, and project implementation, including but not limited to voice and data telecommunications, networking, mobile technologies, data center operations, desktops/laptops, and server systems.”
- Director, Instructional Technology – “[d]irects the coordination of District-wide instructional hardware and software deployments...[directs] the staff development for teachers to ensure they are able to successfully integrate technology into their curriculum in alignment with Arizona College and Career Ready Standards.” The position also directs “designated programs to support student learning through the use of technology” and “appropriate personnel to provide technology services to classrooms,... assists the Assistant Superintendent’s for Curriculum & Instruction with developing short and long range plans for the use of technology in instruction,..[and] directs and coordinates with appropriate personnel and departments for the purchase and deployment of computers, software, and interactive technologies into classrooms across the district.”
- Principals – Job descriptions for all principals include the responsibility to ensure that “school facilities are safe, secure, and clean.”

The auditors also noted that much explanation of expected actions regarding facilities, operations, technology, and safety are found in job descriptions of positions at the “front line.” Among the many positions with responsibility at a direct management level are the following examples:

Facilities –

- Bond and Architecture Program Manager – manages bond program projects.
- Custodial Facilities Inspector – inspects district facilities to assure maintenance is performed in accordance with local, county, and “site-established standards.”

Safety –

- Fire and Safety Systems Supervisor – “[s]upervises the installation, repair and maintenance of lock, door closer, electronic, fire and safety, equipment and systems.[C]oordinates the removal of hazardous material.”
- Traffic Safety and Training Manager – manages the district’s safety and security programs and related training programs; oversees safety of student transportation and school crossings.
- *School Safety and Security Manager* – manages the district-wide safety and security functions and oversees relevant assigned personnel.

Energy –

- Energy Projects Manager – “[a]dministers a comprehensive energy management program and assists with bond projects related to energy, water and waste.”
- HVAC/Refrigeration Supervisor – “[m]anages the installation, maintenance and repair of heating, cooling, pneumatic, water treatment, sheet metal and refrigeration.”

Operations and Transportation –

- Coordinator, Operations Solutions – investigates complaints from all sources regarding operations.
- Transportation Facility Manager - supervises the district’s student transportation system operations and related personnel functions.

Technology –

- Director, Information Technology Infrastructure – “[d]irects IT infrastructure operations, strategic planning, services, and project implementation, including but not limited to voice and data telecommunications, networking, mobile technologies, data center operations, desktops/laptops, and server systems.”
- Coordinator, Technology Services Organizational Development – “coordinates and facilitates planning and execution of departmental organization changes and transition activities...reports to Chief Information Officer and assists the CIO and senior managers in developing transition and change management plans regarding organizational structure and technology policies and procedures.... Serves as liaison with other Tucson Unified School District departments and entities with respect to changes to TUSD technology, organization and technology policies.”
- Information Technology Project Manager- leads project teams, “collaborating at all levels of the school district to ensure project success,” and manages project plans to meet time schedules and budget and technical requirements.
- Network Systems Integration Manager – monitors the schedules and maintenance of “mission critical equipment” and the district-wide telecommunications network.
- Administrative Network Manager – “[m]anages the installation, maintenance and operation of LAN/WAN Internet Services.”
- Program Coordinator, SIS – manages the Student Information System software engineering, including design and technology for implementation.
- Support Systems Manager – manages tech services help, client service, technical and training needs of users, data verification for the Student Management System, data recovery, web systems, and Email Administration.

Facilities

According to documents reviewed by the audit team, Tucson Unified School District owns and maintains over 8,000,000 square feet of permanent building area and “approximately 410,000 square feet of portable classrooms.” School facilities are about 60 years old on average.

The district’s organizational chart indicates that the planning and management of facilities are under the cabinet leadership of the Deputy Superintendent of Operations, with the Chief Operations Officer overseeing facilities management and planning functions and the Chief Information Officer overseeing technology services. The job descriptions assigning responsibilities related to specific functions within district facility operations include several leadership, management, and staff positions with clearly designated roles. Primary district-level leadership roles are described in the job descriptions for the Superintendent, Deputy Superintendent of Operations, Chief Operations Officer, and Chief Information Officer. Additionally, auditors noted a clear expectation statement in job descriptions for all principals.

The auditors identified the Strategic Plan (2011) and the Master Plan (2012-13) with its accompanying data as sources of information relevant to current facility planning efforts intended to respond to both present and future needs. Though not currently applicable, the Strategic Plan was used to prepare for decisions about school closures and mergers in recent years; the Master Plan is the current “living document” driving facility decisions now and is intended to be integrated with the emerging Strategic Plan. The Unitary Status Plan contains some of the directive language leading to the current processes for facilities planning.

The Business Leadership Plan, compiled in December 2013, addresses four areas of comprehensive initiatives. One of the initiatives for Facilities Needs and Fixed Assets relates to the facilities and operations focus of this finding as well as to other documented priorities across the system:

- Initiative 13: Establish school sites and district facilities as tools for outstanding teaching and learning in the TUSD.

Reviewing the plans led auditors to focus on the Master Plan for facilities as the most relevant and comprehensive facilities planning document for analysis within this finding since it addressed the facility needs more specifically but also included considerable data that are expected to feed into the emerging strategic planning process. The audit expectation is that quality comprehensive facilities planning will reflect seven of the eight components listed in Exhibit 5.2.1 to be considered adequate in quality.

Exhibit 5.2.1

Comparison of Facility Planning Efforts to Audit Components of Comprehensive Long-Range Facilities Planning Tucson Unified School District January 2014

Components of a Comprehensive Long-Range Facilities Plan	Auditors' Rating	
	Adequate	Inadequate
1. Philosophical statements that reflect community aspirations and the educational mission of the district and their relationship to short- and long-range facilities goals	X	
2. Enrollment projections that take into account any known circumstances that may change the pupil population	X	
3. The current organizational patterns of the district and identification of possible organizational changes necessary to support the educational program	X	
4. Identification of educational programs considered by designers of capital projects for renovation or addition of school facilities	X	
5. A detailed evaluation of each facility, including assessment of structural integrity, mechanical integrity and efficiency, energy efficiency, operations and maintenance, and health and safety requirements	X	
6. Prioritization of needs for renovation of existing facilities and the provision of additional facilities	X	
7. Cost analysis of potential capital projects to meet the educational needs of the district, including identification of revenues associated with capital construction	X	
8. Procedures for the involvement of all stakeholders of the school community in the development and evaluation of the long-range facilities plan	X	
Total	8	0
Percentage of Adequacy	100%	

The auditors found that all eight characteristics expected in quality facilities planning were present in the Facility Master Plan and its accompanying documents. The following comments explain the auditors' ratings in Exhibit 5.2.1:

Criterion 1: Philosophical statements that reflect community aspirations and the educational mission of the district are present and referenced in various sections of the documents; the stakeholder concerns and perspectives appear in several components of the planning documents. Comments regarding specific considerations in decision options reflect alignment with the values and philosophical statements.

Criterion 2: Enrollment projections take into account such factors as trends in student departure for neighboring districts, mobility factors, and the likely effects of school choice implementation by parents.

Criterion 3: The current organizational patterns of the district are depicted both in graphics and narrative, and the plan identifies possible organizational changes that could be necessary to support the educational program and student needs.

Criterion 4: Specific programs and student service needs are identified in the plan data in a way that they can be readily accessed and considered in the final decisions related to renovation, addition to, or closure of schools.

Criterion 5: The plans and the related documentation provide a detailed evaluation of each facility. The evaluations include structural integrity, mechanical integrity and efficiency, energy efficiency, operations and maintenance, and health and safety requirements.

Criterion 6: The accompanying reports and recommendations related to the Master Plan provided a prioritization of needs for renovation of existing facilities and possible merging of schools in response to declining enrollment and funding. The Facilities Condition Index clearly rates each facility on a range of characteristics to support prioritization.

Criterion 7: A comprehensive cost analysis of the possible projects to meet the educational and resource needs of the district, including mergers or closures, is presented with the Master Plan.

Criterion 8: The documents provide information on how all stakeholders of the school community have been and should continue to be involved in the recommendation, evaluation, and decision stages of the development of the long-range facilities plans .

Other documents reviewed by the auditors provided additional insight into the data for facilities planning and the challenges of implementing some resulting decisions. Most specifically, the Facilities Condition Index (FCI) (2012-13) provides information required to address the direction of the Unitary Status Plan approved by the federal court in February 2012. The plan requirement is to change the FCI Index “to include, at minimum: the location, number and condition of portable classrooms; and the existence and repair status of heating and cooling systems.” According to the narrative accompanying the FCI, “in order to determine educational suitability, the District will perform an adequacy assessment to evaluate all schools to ensure Arizona state standards are met.” Eight suitability categories with related scores were planned for use in evaluation of instructional space, after which the district will summarize each category score and develop a combined Educational Suitability Score (ESS). The index rates schools for adequacy in the following features:

1. Grounds
2. Parking lots and drives
3. Roofing
4. Structure
5. Environment
6. Building systems
7. Special systems
8. Technology and communication systems

Schools have been rated on each of the eight factors and assigned scores: 1 – poor, 2 – fair, 3 –acceptable, 4 – good, and 5 – excellent. Those rated “1” would represent schools with sufficient facility deficiencies to negatively impact education delivery, and those rated “2” would have minimal negative impact on education even with some deficiencies. (Further details on rubrics appear later in this finding under the Technology Services section.) Other ratings would indicate problems estimated to have no impact on classroom education.

The plan narrative explained the intent to amend the FCI by July 2013 to include the location, number, and condition of portable classrooms and status of heating and cooling systems; these changes are in the FCI document provided to the auditors. Then, by July 2014, the district will develop an Educational Suitability Score (ESS) for each school that addresses the following components:

1. “the quality of the grounds, including playgrounds and playfields and other outdoor areas, and their usability for school-related activities;
2. the library condition;

3. capacity and utilization of classrooms and other rooms used for school-related activities;
4. textbooks and other learning resources;
5. existence and quality of special facilities and laboratories (e.g., art, music, band and shop rooms, gymnasium, auditoriums, theaters, science and language labs);
6. capacity and use of cafeteria or other eating space(s); and
7. current fire and safety conditions and asbestos abatement plans.”

The FCI also evaluates the conditions of support facilities across the district.

Using the amended FCI and ESS data, the district plans to revise and update the assessment of conditions biennially. Then,

“Based on the results of the assessments using the FCI and the ESS, the District shall develop a multi-year plan for facilities repairs and improvements with priority on facility conditions that impact the health and safety of a school’s students and on schools that score below a 2.0 on the FCI and/or below the District average on the ESS. The District shall give the next priority to Racially Concentrated Schools that score below 2.5 on the FCI.”

Further data provided by the district included ages of buildings, designed capacity, current seat vacancies, bond funds spent on the facilities, and the number of portables on site. According to that undated report, the district still has over 300 portables on school sites:

- Elementary schools – 220,
- K-8 and middle schools – 50,
- High schools – 30, and
- Alternative schools – 3.

Several administrators commented on the problem of not being able to remove portables due to the costs involved and current funding limitations, so many are currently boarded up and not used.



Boarded up portable bathrooms at Grijalva Elementary



Disabled fire alarm sign with exposed wires

Audit teams visits to schools and other district facilities were conducted with a focus on maintenance, physical atmosphere, capacity for current use, safety, and access by users to intended equipment and technology in the facilities. The following represent the observations of the audit team:

1. **Maintenance and cleanliness** – Overall, most schools were seen to be satisfactorily maintained and clean and perceived as “adequate” or “good” by auditors visiting the sites. However, maintenance was observed to be “behind or poor” in 12 schools, heating and A/C systems were reportedly functioning either poorly or unpredictably in nine schools, and at least 10 schools were found to be less clean than

desirable. A few schools were seen to need repairs to flooring, broken windows, or roofing. Custodial staff shortage was mentioned by several principals during the auditors' visits; a few schools did not appear more than "acceptable" in cleanliness.

2. **Physical characteristics and atmosphere** – Most schools were observed to be in good condition, regardless of age, and several were noted as "excellent" in the physical appearance. Cluttered classrooms were noted in over 12 schools, and litter or trash was specifically observed in hallways or on the grounds of eight schools.
3. **Adequacy for current use** – Auditors found most schools adequate for their current uses. They noted difficult space provisions in some classrooms that had been part of open-classroom settings, occasional elevator problems in a multi-story building, and an undersized cafeteria that requires six lunch periods. Technology systems—both administrative and instructional—continue to be of high need in schools yet to rise on the priority list.
4. **Safety** – Overall, most schools appeared to be safe. However, the auditors observed the challenges of multiple entrances to secure in some schools, lock necessities in K-8 schools, flooring repair problems, air quality issues, the lack of fencing (at historical sites), and high school chemistry teachers having to change classrooms and pull chemicals on carts to their next classroom. The latter condition is considered a significant safety concern.
5. **Access by users to intended equipment and technology** – The auditors found this challenge to be one of the most prevalent in some schools. Too many schools do not have wi-fi access and students cannot readily do internet research. The technology operation systems and software are not of sufficient quality in many schools to support daily reporting and communication needs, along with the instructional use of technology (see [Finding 3.5](#)). Such work as processing purchase orders, monitoring various factors of student information, and accessing personnel information pose problems for several building administrators, as well as the district administrators with whom they need to communicate and coordinate data. Telephonic communication is also limited in several schools.

In summary, the observations during the auditors' visits to schools reflected similar results to the facilities FCI and ESS data reports used by the district in planning and prioritizing actions.



Van Buskirk Elementary School's clean hallway

Interviews also revealed several comments about facilities that auditors found relevant in the context of both facility planning and current facility conditions:

- "Historically the facility master plan was the only master plan in district. We are making it part of strategic planning for the district as a whole." (District Administrator)

- “The older buildings that are historic sites are a challenge when we want to undertake safety or other measures. We can’t easily install a fence or anything like that without going through the Historical Society; they don’t want fences.” (District Administrator)
- “Capacity is an issue at some schools, and structure may not be present for some programs.” (District Administrator)
- “Our facilities have suffered with the budget cuts. Our heating and cooling system has issues so the room temperatures are never adjusted right. We need paint and general clean-up, but that doesn’t get done very often.” (Building Administrator)
- “Facilities are suffering from a loss of custodians, partly due to state reduction in funding over recent years, not just a fault of the district.” (Building Administrator)
- “We have cut both instructional and custodial support...now below state standards. Some buildings are underutilized but have greater needs for facilities help.” (District Administrator)
- “Three years ago we closed five schools...closed nine in 2010. Facility conditions led to most of those decisions.” (District Administrator)

In spite of the many facility challenges facing the district, auditors heard several comments expressing positive observations about progress in the current facilities work. Examples were:

- “The turnaround time for repairs of things such as a broken window is much better.” (District Administrator)
- “There has been a marked improvement in the facilities in the last few years. (District Administrator)
- “The schools generally look OK, and that’s because the school district has been using some of its own funds to keep things going.” (District Administrator)

Technology Services:

The TUSD Information Technology Plan is required to be submitted to the Arizona Department of Education as part of sustaining eligibility for grant funding. The plan was used as an example of a departmental plan in Finding 1.2 and met the expectations of characteristics for a quality plan to guide district efforts. The TUSD Information Technology Plan was developed in 2012 to serve as a three-year plan and has contributed to the Business Leadership Team Plan (2013), particularly in relationship to that plan’s “Initiative 12: Enhance or establish quality, technology-based, system automation to allow for better service and turnaround time.” Similarly, the Technology Plan will become integral to components of the district’s strategic plan as it is created in 2014.

The plan includes a three-tiered strategy for technology improvements. Section 2.2.1 summarizes precisely the general observations and conclusions of the auditors as they reviewed this function:

“It was clear from internal assessments and feedback from staff, faculty, and the community that the technology foundation throughout TUSD was in dire need of improvement. Technology foundation includes essential components and mechanisms such as the network and telecommunications infrastructure, end-user computers and associated devices (for staff, faculty, and students), servers that support mission-critical software applications, IT security, disaster recovery, and even office copiers. Many equipment items in these categories were well past their projected end of life and in some cases were no longer supported by the manufacturer. Further, as everyone was well aware, the *capacity* of the technology foundation to support even *current academic and operational needs* – let alone projected needs – was far below what is minimally required. Finally, another essential part of the foundation is the *technology skills and competencies* that employees bring to their work. Therefore, the STPC and Cabinet’s positions were to focus primarily on:

- Replacing aging infrastructure and other foundation technology equipment;
- Increasing the capacity of the technology foundation;

- Improving security, availability, sustainability, and recoverability;
- Improving communication with students and the community;
- Assessing and improving technology skills and competencies.”

In addition to the evaluation of the technology services plan in Finding 1.2, the auditors also assessed the district’s instructional technology planning activities and processes. An assessment of these using the audit criteria for instructional technology planning is presented in Exhibit 5.2.2. The characteristics listed as partially present cannot be counted as fully adequate when tallying the ratings.

Exhibit 5.2.2

Evaluation of the District’s Instructional Technology Planning Using CMIM Criteria Tucson Unified School District January 2014

Criteria	Auditors’ Rating	
	Adequate	Inadequate
1. Board policy or administrative regulation for instructional technology exists.		X
2. There is a clear statement of program philosophy/vision.	X	
3. A comprehensive view of technology exists.	X	
4. A needs assessment has been completed and evaluated.	Partial	
5. Measurable student goals and objectives exist.		X
6. An ongoing student assessment component exists.		X
7. An ongoing program assessment component exists.		X
8. There are comprehensive staff trainings with measurable standards for equipment, application, and technology.	Partial	
9. School site equipment standards exist.	X	
10. Internet access standards exist.	X	
11. The role of the school library is stated.	X	
12. An implementation budget has been identified.	X	
13. A maintenance budget has been identified.	X	
14. Technology site plans are aligned with district plans.		X
Total	7	7
Percentage Adequate	50%	

As indicated in Exhibit 5.2.2, the Tucson Unified School District Technology Plan meets seven (50 percent) of the 14 criteria. Seventy (70) percent is required for adequacy of instructional technology planning, based on audit standards. Although the district’s technology plan serves well as an example of a departmental plan (Finding 1.2), the more precise and stringent characteristics for quality instructional planning are not evident in that plan or other related documents. The following was noted concerning the criteria:

Criterion 1: Policies related to instructional use of technology are present, though the policies are weak in clarity of overall expectations. (See *Policies IJND: Use of Technology Resources in Instruction*, with its accompanying regulation, and *IJK: Library Programs*.)

Criterion 2: A clear vision and program philosophy for technology services and for instructional technology are identified in the executive summary of the TUSD Technology Plan, and emphasized in several sections of the plan.

Criterion 3: A comprehensive view of technology is communicated, particularly in the executive summary, as well as in Section IV: New Initiatives.

Criterion 4: Although the district has conducted an inventory of equipment at school sites and evaluated the level of need on the basis of the Facilities Condition Index (see Exhibit 5.2.3), the needs assessment was not familiar to some administrators and had not been evaluated as such.

Criterion 5: Auditors were provided no measurable student goals and objectives for instructional technology. In fact, although references were found to some middle school and high school classes identified as Technology Cluster, no curriculum was found for any of the courses (see Finding 2.2).

Criterion 6: The auditors were provided no continuing, comprehensive student assessment for technology skills at any grade levels.

Criterion 7: The technology plan includes no program assessment component with either evaluation strategies or criteria.

Criterion 8: While there have been some staff development offerings at various sites, evidence of comprehensive staff trainings with measurable standards for equipment, application, and technology use is absent except for various statements of “intent” found in some school plans and in Initiative 9 of the Business Leadership Team Plan.

Criteria 9 and 10: School site standards and internet access standards are present in several forms and are informing facilities and technology planning.

Criterion 11: The role of the school library is stated in *Board Policy IJK: School Library Program*, which declares that the library, “the intellectual hub of the school community, is where students and adults work and learn together, developing and applying information literacy skills in ways that continually generate new interests and knowledge.” The policy further lists the components of a comprehensive school library program, including on-line and reference subscriptions that support current curriculum and Internet access: “The teacher-librarian collaborates with the faculty to integrate information literacy with content area instruction and learning strategies across the curriculum, pre-K through grade 12.”

Criteria 12 and 13: A budget for technology services has been developed, as has an estimated ongoing maintenance budget. However, the current deficits leave the planned budget in limbo until modifications can be processed and approved.

Criterion 14: No specific site-based technology plans were presented to the audit team. A few schools had general statements related to future plans in their school plans, but those details were insufficient to constitute site technology plans.

Given the absence of audit criteria in the various aspects of instructional technology, the following weaknesses become strategic roadblocks for technology services and the educational program: no specific and documented instructional technology plan is evident, no measurable student goals and objectives are present, and no ongoing student assessment of skills is undertaken in any formal manner.

As the audit team reviewed the technology system functions in the context of the district plan and the needs observed during TUSD site visits, they chose to consider the data in the Facilities Condition Index, where rating of all facilities’ technology status was summarized. Rating rubrics are described for this assessment as follows and would refer to technology as a “building system” in application of the rubrics:

Excellent condition = 5

A facility or building system of the facility with a rating of value of “5” would be a building or element that is new or that has been renovated to as close to new as could be expected. The element that is new or that has been renovated to be as close to new as could be expected the facility should fully support and enhance the educational mission.

Good Condition = 4

A facility or building system of the facility with a rating of value of “4” would be a building or element that has been properly maintained or renovated to a condition that regular preventative maintenance and regular

life cycle replacement has kept the facility or building element is better than average condition. The facility should support the needs of the educational mission.

Acceptable Condition = 3

A facility or building system of the facility with a rating of value of “3” would be a building or element that has been maintained to a condition that regular preventative and attention to work orders keep the facility or element in acceptable condition. Along with regular life cycle replacement the facility can be maintained in acceptable condition. The facility should fully support and enhance the educational mission.

Fair Condition = 2

A facility or building system of the facility with a rating of value of “2” would be a building or element that has been maintained to a condition that it is usable but requires attention to work orders to keep the facility or element operational. The facility condition should have a minimal impact on the educational mission.

Poor Condition = 1

A facility or building system of the facility with a rating of value of “1” would be a building or element that has not been well maintained or has aged to the point that replacement should be considered prior to any renovation work. There will be no signs of preventative maintenance or life cycle replacement and there are numerous work orders trying to keep the facility or element viable. The facility condition would present challenges to accomplishing the educational mission.

Exhibit 5.2.3 summarizes the ranges of rating and numbers of ratings assigned in each range for technology services as a facility system in all types of buildings as reported in the Facilities Condition Index data:

Exhibit 5.2.3

**Summary of Ratings on Technology Services in TUSD Buildings
Tucson Unified School District
2013-14**



- Other schools: from one student per computer to 12 students per computer.

During school visits, the audit team noted the use of computers in classrooms and the presence of computer labs. Several principals commented on their not yet being served with all their planned computer and technology improvements.

As the auditors visited classrooms, they observed the computers in use at the time of the visit. Although this observation is like a snapshot of the moment in time when they visited, they compiled the following summary of their collective observations about the percentages of classrooms in which computers were being used by students during the time of the visit.

Exhibit 5.2.4

Auditors' Observations of Computer Use in Classrooms Tucson Unified School District January 2014

Campuses	Classroom Computer Usage in Quintiles				
	0-20%	21-40%	41-60%	61-80%	81-100%
Elementary Schools	16	6	7	1	1
Middle Schools	1	0	3	0	2
High Schools	4	1	1	4	0
Other	4	1	2	0	1
Total	25	8	13	5	4

Exhibit 5.2.4 shows that:

- Computer usage at 25 of the observed schools was recorded in the lowest quintile, with 20 percent or fewer computers in use during the site visit. Elementary schools made up 16 (over half) of the 25 schools in this quintile.
- Computer usage at 13 of the observed schools was recorded in the middle quintile, with 41 to 60 percent computers in use during the site visit. Elementary schools made up seven (over half) of the 13 schools in this quintile.
- Computer usage at only four of the observed schools was recorded in the top quintile, with 81-100 percent computers in use during the time of the auditors' site visit.

When auditors sought information regarding the technology curriculum for students, they found the following courses listed for middle and/or high schools:

- Fundamentals Information Technology 1, 2;
- PC Management/Maintenance 1, 2, 3, 4;
- Computer Networking 1, 2, 3, 4;
- Software Development 1, 2, 3, 4;
- Computer Science 1, 2;
- AP Computer Science;
- Web Page Development 1, 2, 3, 4; and
- Information Technology Internship 1, 2.

Several other courses listed appeared to have likely links to instructional technology: Interactive Digital Media, Audiovisual Technology, Biotechnology, Technology Applications, and Graphic Arts/Design. However, no curriculum documents were provided to auditors for these courses.

During site visits the auditors observed that some functions dependent on technology infrastructure and support services are being negatively affected at the school level by outdated or incompatible components of the systems, computers, and software in use. They also noted inconsistencies and inequities in technology access (see Finding 3.5). While some schools and a few district services are experiencing upgrades as support funds come forward, there is an ongoing sense of high urgency noted among both tech service providers and users. Some staff at both schools and district offices reported processes being “excessively paper driven.” Others told auditors about the basically positive function of the student information system but simultaneously described working with human resource information, financial data, and staff development data as “another story.”

The auditors also reviewed the funding information for technology by reviewing the 2013-14 budget report for June 2013 – June 2014 for those services. In spite of some grants and other funding sources, the funding impediment to the improvement of technology services is evident: TUSD has experienced a \$2,338,025 deficit in tech services, a \$2,761,765 deficient in the regular education category, and a deficit in construction costs of over \$5 million. As one district administrator commented, “Our tech budget is riddled with deficits.”

Interviews provided numerous comments that contributed to the auditors’ conclusion that technology improvements are at the top of the list for system improvement. A few examples of comments from a variety of district administrators were:

- “The foremost thing [for improvement] is the technology.” (District Administrator)
- “I believe we could cut [the time requirements] in half if we had the tech support system.” (District Administrator)
- “The tech information support system is a mess....There’s much more manual work than anticipated with the USP work.” (District Administrator)
- “I don’t have the technological services and systems I need.” (District Administrator)
- “We created our own PD software system to input data since the ones from finance and HR are not the same and do not interface. We have difficult time doing everything by hand. We are still working on this.” (District Administrator)
- “The database (People Soft) is so large [that] a query could shut down the system. Large queries need to be run at night.” (District Administrator)
- “You can’t have a district this size with this many people and have antiquated technology.” (District Administrator)
- “Because of the variability in technology dependability around the district, we have an agreement with principals that teachers can leave campus and go to local libraries to upload their [assessment] information.” (District Administrator)
- “We have an archaic computer system.” (District Administrator)

Interview feedback specifically related to informational services and technology equipment at school sites included the following comments:

- “Technology is back in the stone age. More information needs to be available to parents.” (Parent)
- “There’s a disconnect between the heavy duty behind-the-scenes tech work and who will talk to teachers and principals about how to use it.” (District Administrator)
- “We cannot get budget updates to determine how much funding we have in the various categories. We are behind on budget transfers, etc. and having to wait till they get it done....by hand. The tech system is just not there.” (Building Administrator)
- “Our technology is back in the stone age.” (Teacher)
- “There are tech inequities: smart boards, computers, fundraising revenues from parent and community groups, etc. They surface and we can’t always figure out why.” (District Administrator)

- “The reason we have so much technology in our school is because we had the vision for technology use and were given money by the district and our parents to make it happen.” (Building Administrator)

Auditors found that the information technology, related systems, and software were consistently identified as “a stumbling block that affects everything from the classroom to financial and human resource management.” The systems are fundamental for effectiveness and efficiency, and those interviewees who have already experienced the improvements indicated an expectation that everyone and every facility needs the upgrades and related training on how to use the systems and software. Additionally, the technology funding sources do not meet the current and future needs for this support service. Among the few encouraging comments heard by auditors was information that wi-fi will be accessible in all schools by the end of this school year.

Student Transportation

For a district the size of Tucson Unified School District, organizing transportation requires ongoing information gathering about enrollment changes, daily passenger loads, and school schedules. Over recent years the school closures, mergers, and out-of district transfers have presented monumental challenges to transportation planning. Such changes require continuing district communication with schools and parents, but one indication of progress noted by the administration was that “there are now more outgoing than incoming calls with complaints.”

According to district reports, the student transportation system now runs 271 buses for regular student routes; this is a decline in number of vehicles from 285 two years ago. Forty (40) percent of the runs are for special education students. Transportation serves over 10,000 students daily, and buses travel over 25,700 miles per day. Changes were made in the mid-day pre-K routes, and a variety of other modifications had to happen to bring the transportation system into order. Now the department reports the savings have come to \$1.5 million. Continuing needs identified through interviews focus on hiring strong talent in the routing department. As one administrator commented, “Talent and effective systems will solve a lot ...of problems [in transportation].”

Overall, the auditors found the transportation system to be improving and to have efforts targeted appropriately in consideration of school and student needs. Hiring of trained drivers and skilled staff to manage the routing was identified as the current primary need.

Finance and Personnel Services

Critical to efficient school practices in planning and hiring staff to perform the work of any unit are components of operations in budget, finance, and personnel functions. Auditors reviewed school plans and staffing information to identify budgetary allocations, purposes, and adequacy of staff – particularly teaching positions.

Due to the degree of vagueness in district and school improvement plans, samples of which listed no budget information and little staff information, the auditors inquired about these subjects in interviews. The underlying common comments focused on the loss of funding that reduced classroom staffing and custodial support. A few schools also had experienced a reduction in administrative positions, though two indicated they made up the money to hire full-time positions from sources other than the district budget (see also [Finding 5.1.](#)).

Recruiting and hiring personnel has been a major challenge. Some interviewees distributed the blame for slow processes and delays among a variety of causes: the USP demands for processing, the bargaining agreements and the requirements agreed to therein, slow information technology processing, limited success in recruiting activities, the delay in hiring schedules that lets candidates choose jobs elsewhere, and the lack of pay comparable to other districts. Additionally, the teacher turnover was noted by several principals as a critical problem, though this concern was not evident in all schools. These combined factors have led to numerous classroom teaching positions being filled by substitutes, sometimes not qualified for the content area or certificated for the grade level involved because of limitations in the substitute pool. Auditors were made aware of at least four classrooms that had not yet had a regular teacher by the January audit visit. They were also shown requests for positions and hires for classroom positions that have been filled by three or more substitute teachers during the first semester.

Auditors were told that some revisions in the hiring processes have been undertaken based on expectations in negotiated contracts and the Unitary Status Plan. Efforts are currently under way to seek modifications that

meet all requirements but do not impede the efficiency of hiring procedures. However, until these changes can be achieved, there is a strong likelihood that classrooms and school facilities will be particularly affected. Auditors were able to review some school budgets in the pursuit of understanding the funding component of the hiring process, but they were then told that these reports were not updated because of delays in processing information related to purchases, revenue changes, budget balances, and other necessary updates.

Overall, the functions of budget, finance, and personnel are not adequately supporting efficient and effective operations at the schools and are negatively impacting the quality of classroom learning for students in some classrooms and operational needs in some schools. The following interview comments focused on these problem areas:

- “TUSD must improve business practices in human resources, payroll, and business.” (Building Administrator)
- “Trying to get someone hired is always an adventure. When it happens efficiently, you’re always surprised.” (District Administrator)
- “The low salary is a disincentive to recruitment of minorities.” (Community Member)
- “With the budget cuts, we lost a counselor, assistant principals, and several teachers. But we were hit hardest in the custodial area.” (Building Administrator)
- “We cannot get budget updates to determine how much funding we have in the various categories. We are behind on budget transfers...and having to wait till they get it done...by hand.” (Building Administrator)
- “You may see some teachers leaving after one or two years, but if they get invested in the district they tend to stay.” (Teacher)

Summary

Overall, school facilities were found to be adequately maintained, clean, and functional; several exceptions were observed and most improvements needed are planned with future access to necessary funding. Complicating (but not prohibiting) factors acknowledged by the auditors are the declines in student enrollment and state funding for schools, as well as the specificity of some requirements in the Unitary Status Plan (see [Findings 3.5](#) and [5.1](#)). Ongoing attention to cost-effective use of facilities to serve educational purposes is a priority (See also [Finding 1.2](#)). The auditors found that, for the most part, facility availability was adequate for district administrative functions, although access to more consolidated venues of services could contribute to efficiency of operations and enhance ease of access to offices for providing services and enhancing collaboration.

The need of highest urgency that emerged from the auditors’ review of systems and operations was updating and expanding the technology systems, hardware, and software to provide quality educational support to teachers and students in all schools (see [Findings 3.5](#) and [5.3](#)) and to reduce the inefficiencies in daily management of personnel and finance functions at both district and school levels. However, the recent budget report for technology services reveals the funding “crisis” that is impeding intentions for improvements in service provisions at all levels of the district operations. Slow processing of such actions as purchasing equipment or materials, hiring of staff, and receiving custodial and maintenance services is affected directly and indirectly by both the recent staff reductions caused by changes in state funding and the weaknesses in the technological support systems. Hiring processes are in need of immediate modifications to expedite filling teaching vacancies with qualified personnel.

Further, the planning activities to support instructional technology failed to meet audit criteria for quality instructional technology services. Courses listed as technology-related offerings for students had no accompanying curriculum documents in the materials provided to the auditors.

Pupil transportation was deemed to have improved significantly in efficiency of resource uses and responsiveness to school and student needs.

A closing comment offered by one district administrator sums up the auditors' observations about several current operational support services: "...core systems in infrastructure and operations need to be upgraded." However, numerous interviewees expressed optimism based on the new district leadership's efforts to enhance centralization and cross-district coordination. As one principal added, "Operations and instructional [leaders] are working more closely together."

Finding 5.3 Program interventions to improve student achievement are numerous, mainly grant dependent, and based on preliminary planning processes. However, program interventions lack policy direction, measurable performance objectives, and evaluations necessary to determine their effectiveness.

Productivity in the context of educational settings refers to the ability of the organization to demonstrate improved results over time with the same or reduced resources. Typically, the success indicators for educational productivity are stated in terms of criteria such as improved student achievement as measured by specific assessments and similar results. New programs are initiated to address identified programmatic weaknesses, to serve students with special needs, and/or to enrich student experiences. Clear linkages between core curriculum and intervention programs create a coherent and focused approach to the development and implementation of intervention programs. To obtain desired results, an intervention program should be based on an identified problem or set of problems as determined from sound data, include measurable objectives, provide for a feedback loop for program modifications, and be linked to board policy and goals of the school and district. Intervention programs need to be well designed, adequately funded, fully implemented, and evaluated. A district with a coherent and focused approach toward program development and implementation will be more effective in meeting the needs of all students.

Effective intervention includes the following steps:

- Assess the current situation
- Diagnose and analyze data collected
- Identify the problem
- Propose and examine alternatives
- Select one of the better alternatives to address the problem
- Develop a formal plan for the design, deployment, and implementation of the alternative that includes goals and measurable objectives to address the problem
- Identify the staff proficiencies needed to implement the interventions, appropriate staff development around the proficiencies, and a clear communication plan
- Provide the fiscal and human resources needed to sustain the intervention
- Establish a formative and summative feedback evaluation and a plan for monitoring the ongoing deployment and ongoing implementation of the intervention
- Implement the plans with well-defined mechanisms for monitoring progress
- Evaluate the program with sound and appropriate techniques
- Modify or adjust the program as needed, based on data gathered during the evaluation process
- Implement, based on adjustment needed
- Reassess and continue monitoring performance results

The auditors conducted interviews with board members, administrators, teachers, parents, and other staff members regarding interventions implemented in the Tucson Unified School District. In addition, auditors reviewed board policies, the district Continuous Improvement Plan, School Improvement Plans, program surveys, and other documents related to district- and school-based interventions. Based upon their review, auditors determined that program interventions to improve student achievement are numerous, mainly grant

dependent, and based on preliminary planning processes. However, program interventions lack policy direction, measurable performance objectives, and evaluations necessary to determine their effectiveness.



Students using Success Maker at Vesey Elementary

The TUSD Continuous Improvement Plan outlines several strategies for improvement of student academic achievement through program interventions, especially through Tier II and Tier III differentiated instruction. Notable strategies include site-based resources, use of data to drive interventions, identification of student assessments, progress monitoring, tutoring, and technology-based interventions. Most strategies were labeled “in progress” or had implementation dates of September 2013 through May 2014. According to the district’s Continuous Improvement Plan (Goal 1), TUSD will conduct a comprehensive needs assessment, evaluate all portions of the LEA plan against the identified priorities, ensure implementation of revisions, monitor use of resources to help improve student achievement, and evaluate the plan at the end of the year. The district is currently undergoing a change process and awaiting feedback from multiple audits to finalize identification of programs that best meet student needs.

In addition, required criteria for assessment of student support programs were clearly outlined in the Unitary Status Plan (Executive Summary pp.3-4). The plan’s “preliminary information” section required that all program funding proposals include information on targeted populations, general need, rationale for program selection, expected outcome, monitoring process, and measurements of success. Specific criteria addressed efficacy of the program, coordination with existing programs, professional development planning, diagnosis of student needs, site selection process, targeted area (e.g., at-risk, behavior, attendance, academics), and cost-effectiveness and efficiency.

Auditors found that numerous programs have been selected for intervention purposes and that the major funding source for these programs was state and federal grants. The district reported that 8,732 currently enrolled students were served through intervention programs (as recorded in the Grant Tracker System). The majority (60 percent) of students in grant supported intervention programs (as outlined in Grant Tracker) were served through Learning Support Coordinator Services.

No board policies were found relevant to program interventions. Without board policy, the district lacks control of and direction for intervention program design, alignment with the curriculum and school/district goals, program implementation, and program evaluation. Given that the district is at the beginning of a change process, board policy is crucial to setting a clear direction for focusing program interventions.

The auditors provided individual schools with a Curriculum Audit Program Survey form (see [Appendix B](#)) to gather data on the kinds of interventions being used in the district. Auditors received input from 85 schools across 12 program areas. Auditors also reviewed a program survey administered by the district (Fall 2013) through

Survey Monkey. The district's survey requested school data on 170 programs in 12 categories. Taking into consideration the fact that numerous duplicates were reported on the surveys, auditors received approximately 1,035 program responses in the Tucson Unified School District. Categories and definitions for each type of program are included in Exhibit 5.3.1 and Exhibit 5.3.2.

Exhibit 5.3.1

Intervention Program Types and Definitions Used in District Program Survey

Category Number	Program Type	Definition
1	Tutoring	Tutoring services are provided outside the instructional day/minutes (11).
2	Fine Arts	Types of fine arts offered to students (11).
3	Student Support Services	Types of Student Support Services offered to students (17).
4	Exceptional Education	Types of Exceptional Education and Advanced Learning services offered to students (15).
5	Academic Intervention	Types of Academic Interventions offered to students (34).
6	Behavioral Intervention	Types of behavioral interventions offered to students (20).
7	Summer Program/Transition	Types of Summer/Transition programs offered to students (6).
8	Before/After School Program	Types of before and after school programs offered to students (10).
9	Instructional and Instructional Support	Types of Instruction and Instructional Supports offered to students (20).
10	Interscholastics	Types of interscholastic programs offered to students (25).
11	Family Engagement	Types of Family Engagement offered to students (19).
12	Other	

Source: TUSD Program Survey implemented through Survey Monkey

Exhibit 5.3.2

Intervention Program Types and Definitions Used in the Curriculum Audit Program Survey

Category Number	Program Type	Definition
1	Instructional	Teacher training and implementation of instructional strategies to enhance student achievement
2	Supplemental	Special events/experiences that occur during school to enhance the core curriculum for students
3	Character Education	Programs designed to develop habits of good judgment and character
4	Pull-Out	Programs that occur during the school day on a pull-out basis
5	Intervention	Non-pull-out programs focused to serve the needs of below grade level students (may occur after school, weekends, or summer)
6	Extracurricular	Occurs after school to supplement the core curriculum
7	Motivational	Awards/incentives to recognize accomplishment and enhance self-esteem

Exhibit 5.3.2 (continued) Intervention Program Types and Definitions Used in the Curriculum Management Audit Program Survey			
Category Number	Program Type		Definition
8	Guidance	Services to guide students	in mapping educational plans
9	Counseling	Services to support emotional/attitudinal needs of students	
10	Parent	Programs to educate and involve parents	
11	Linkage	Partnerships with business, community, and higher education	
12	Other	Any programs that fail to fit any of the categories above	
<i>Source: Curriculum Audit Program Survey</i>			

The Curriculum Audit Program Survey also collected information including:

- Whether the program was district- or site-initiated,
- A description of the program,
- Targeted grade levels,
- Year of first implementation,
- Annual budget,
- Funding source of program,
- Curriculum objectives, and
- How the program was evaluated.

Based on the definitions for the 24 program types, the auditors selected 117 programs as representative intervention programs from two categories: Academic Interventions and Instructional Support. Representative intervention programs in these two categories are included in Exhibit 5.3.3.

Exhibit 5.3.3

Sample Intervention Programs District and School-based Offerings Tucson Unified School District January 2014

Program Name	District or Site	Target Grades/Students	Year Implemented	Funding/Source	Curriculum Objectives	Evaluation Type and Frequency
Summer Academic Program	S	10-12	2012-13	Title I \$7000	Support targeted students in reaching grade level reading and math skills	A-Z Success Maker tutorial evaluations
Achieve 3000	S	10-12	2013	SIG \$8900	Enhanced Reading Achievement	Quarterly Review of Student Achievement Data
Community Representative	S	10-12	2010	SIG \$9000	Enhanced student achievement by assisting with outside factors that impede participation in school	Weekly Interaction with Principal

Exhibit 5.3.3 (continued) Sample Intervention Programs District and School-based Offerings Tucson Unified School District January 2014						
Program Name	District or Site	Target Grades/Students	Year Implemented	Funding/Source	Curriculum Objectives	Evaluation Type and Frequency
Credit Recovery and PLATO	D and S	10-12	2012	SIG, M&O and Deseg \$75,000	Credit Recovery	Monitored Daily & Weekly Review of Student Progress
PLATO	D	10-12	2006	M&O .6 FTE	Bring students in line with cohort groups to graduation progress	Semester
Response to Intervention (RTI) Classes	S	10-12 Lowest 25%	2011 to present	SIG \$266,500	Turnaround Strategy 7: Promote the continuous use of student data (such as from formative, interim, and summative assessments) to inform and differentiate instruction in order to meet the academic needs of individual students. Strategy 10: Implement a school-wide "Response to Intervention" model 021: Establish early-warning systems to identify students who may be at risk of failing to achieve high standards or to graduate	Various data analyses may result in a student's enrollment in an RTI course. Data reviewed include but are not limited to <i>ATI</i> Benchmark data and previous <i>AIMS</i> testing performance. Evaluation of effectiveness, which also results in completion of the RTI course is passing of <i>AIMS</i> .
Restorative Practices	D	10-12	2010		Assist students in the development and appreciation for being a member of personalized academic school community	Daily by LSC and Weekly by Principal
ALEKS	D	11-12	2012		Enhance math achievement	Quarterly Review of Student Achievement Data
Read Well	S	1-2	1	0	Phonemic Awareness	DIBELS scores
Title I Before/After School Tutoring	S	1-4	2013-14	Title I \$20,000	Improve reading skills & math skills	Success Maker tutorial software
Title I	D and S	1-4 Targeted Students	2013-14	Title I \$60,000		Rdg A-Z, DRA/ <i>ATI</i> DIBELS quarterly
21 st Century Community Learning Centers	S	1-5	2010	ADE: 21 st Century Grant \$500,000	ELA and math; integration with project-based learning	School-wide assessment data

Exhibit 5.3.3 (continued) Sample Intervention Programs District and School-based Offerings Tucson Unified School District January 2014						
Program Name	District or Site	Target Grades/ Students	Year Implemented	Funding/ Source	Curriculum Objectives	Evaluation Type and Frequency
Cavett Academy After School Tutoring	S	1-5	2011	21 st Century Grant	Arizona College and Career Ready Standards	DIBELS, DRA & <i>ATI</i> three times per year, progress monitoring twice a month. Annually – <i>AIMS</i> & Stanford Ten
Homework Club	S	1-5	2014	Tax credit money	Increase student achievement	<i>ATI</i> scores, DIBELS data, <i>AIMS</i> , unit assessments, etc.
Reading and Math Individualized Intervention	D	1-5	2013		State Core Curriculum	Quarterly Data Review
Success Maker	D	1-5	2013 at Cragin	District Each Teacher	To grow students academically one year	Success Maker reports
Success Maker	D and S	1-5	2010-11	Title I \$100,000	Give students extra support to develop skills in reading and math – enrichment to develop the right brain	Monthly progress monitoring weekly SM reports
Success Maker Academic Support	D	1-5	2013-14	Unknown District Paid	Reading and math	Ongoing
Summer School	D and S	1-5	1981	Title I; 21 st Century Grant \$56,000	Improve student achievement in reading and mathematics	Student pre/post test measures
Tutoring	S	1-5	2011-12	State Tutoring Money	To increase student achievement in mastering state standards	District Quarterly Benchmarks
Tier III Interventions	S	1-7	2012	Title I \$39,000	Deliver interventions for students not at grade level	DIBELS, <i>ATI</i> and classroom assessments; quarterly
Read Naturally	S	1-8	2004	Title I Read 1 st	Tier 2 and 3 Intervention	Course Tests
Success Maker	D	1-8	2013	Title I	Math support	Pre and post, ongoing leveling
Before/After School Tutoring	S	1-8 Targeted Students	2012-2014	Title I \$23,000	Reading, math achievement	Lesson plans, <i>ATI</i> testing, formative assessment, walk-throughs

Exhibit 5.3.3 (continued) Sample Intervention Programs District and School-based Offerings Tucson Unified School District January 2014						
Program Name	District or Site	Target Grades/ Students	Year Implemented	Funding/ Source	Curriculum Objectives	Evaluation Type and Frequency
Academic Interventions: Success Maker, ALEKS, My Virtual Reading Coach	S	2-12	2012-13	Secondary Leadership	Increase academic engagement	No program evaluation
Great Leaps Sound Partners	S	2-3	1	Title I	Reading fluency and comprehension	30 min. daily
Success Maker	D	2-3	2013		Reading Improvement	Success Maker has a built in evaluation component, <i>ATI</i> , <i>DIBELS</i> , <i>AIMS</i> , Stanford 10
Success Maker	D	2-3	2013-14	District grant from state	Provide interventions for students not at grade level	<i>AIMS</i>
Club Z Tutoring	S	2-5	2013-14	Title I Cost Coverage for 109 students	LA, Math	Monthly progress reports and quarterly <i>ATI</i> assessments and annual math & reading standardized assessments
Tutoring	S	2-5	2013-14	Title I \$2000	Improve math and reading scores	Student Improvement
Achieve 3000	D	2-8	2011	Title I/Dual Language	Reading support	Pre and post, ongoing leveling
Summer School	S	2-8	2011	Title I, Grant \$65,000	Math and reading	Daily, weekly, end of session data to determine student growth and progress
Tutoring	S	2-8	2010	Title I, Grant \$65,000	Math and reading	Daily, weekly, quarterly data to monitor student growth and progress
After School Tutoring	S	3-5	2009	Title I \$8000	Increase math and reading skills/scores	Weekly
Count Down to <i>AIMS</i> Tutoring	S	3-5	2014	Desegregation \$5000	Reading and math	<i>AIMS</i>
Tutoring After School	S	3-5	2010-11	None – Teachers do this on their own.	Improve reading and math skills	Twice a week. Meet with students and parents to let them know how they are progressing. <i>ATI</i> , <i>DRA</i> , Success Maker

Exhibit 5.3.3 (continued) Sample Intervention Programs District and School-based Offerings Tucson Unified School District January 2014						
Program Name	District or Site	Target Grades/ Students	Year Implemented	Funding/ Source	Curriculum Objectives	Evaluation Type and Frequency
Tutoring Reading and Math	S	3-8	2014	Title I \$70,000	To enhance student achievement	
Rewards Reading	S	4-8	2004	Title I Read 1 st	Tier 2 & 3 Intervention	Course Tests
Mexican American Student Services Saturday Math	D	5-12	2013	MASS	Improve student grades and academic achievement	
Title I Math Tutorial	D	6	2013	Title I \$4000	Addresses deficiencies in mathematics including number sense and numerical operations	Twice each year. Based on student performance, changes may be made to the program.
ALEKS Math Online Intervention	D	6-7 students who scored in the bottom 25% on <i>AIMS</i> math assessment	2012	Title I	Improve student reading and math skills as measured by <i>AIMS</i>	Daily time and topic reports, weekly use reports and quarterly reports
Success Maker Math and Reading Tutoring Online Intervention Program	S	6-8 students who scored below mastery in reading or math on <i>AIMS</i> assessment	2011	Title I	Improve student reading and math skills and achievement	Daily progress reports and Quarterly reports
21 st Century Grant	S	6-8	2013	Grant Money	Math and language arts standards	Semester Evaluations
21 st Century Thunderbird Program	S	6-8	2012	21 st Century Federal Government Grant: Title I \$510,000	The program helps students meet state and local student standards in core academic subjects, such as reading and math; offers students a broad array of enrichment activities that can complement their regular academic programs; and offers literacy and other educational services to the families of participating children	Semester: Student satisfaction surveys, parent participation surveys, parent satisfaction surveys, teacher observations Yearly: program implementation evaluation
My Virtual Reading Coach	D	6-8	2012-13	District		Benchmark scores by semester

Exhibit 5.3.3 (continued) Sample Intervention Programs District and School-based Offerings Tucson Unified School District January 2014						
Program Name	District or Site	Target Grades/ Students	Year Implemented	Funding/ Source	Curriculum Objectives	Evaluation Type and Frequency
After School Tutoring	D	6-8	2013	Title I \$50,000	Increase achievement in math and L.A.	Attendance Verification
Math and Reading Intervention Academic Specialist	S	6-8	2013	Title I, Deseg \$82,418	Serve the needs for below level students	Site Walk-Through and Teacher Evaluation
Math Cats	S	6-8	2009	NA	Support students in meeting math standards	<i>ATI</i> – Quarterly Weekly formative class assessments <i>AIMS</i> -Yearly
Math Intervention	D	6-8	2012-13	Title I, M&O \$83,019	All math standards not yet mastered	Benchmark scores by semester
Middle School Tutoring	S	6-8	2009	Tax Credit \$7000	Reading, math, writing & study skills development	Attendance & Student Parent Feedback
Reading and Math Intervention Classes	D	6-8	2012	Title I \$110,000	For students who reach proficiency on academic standards and state academic assessments	Title I evaluation each semester
Read 180	S	6-8 Exceptional Education Students	2010		To develop and apply reading comprehension skills across other curricular areas	Annually based on student growth data
Reading Intervention	D	7-8	2013	Title I \$15,000	Addresses deficiencies in reading including vocabulary and elements of literature	Twice each year. Based on student performance changes may be made to the program.
Math Intervention	D	7-8 at-risk students based on math performance on <i>AIMS</i> & <i>ATI</i>	2013	Title I \$25,000	Addresses deficiencies in mathematics including number sense and numerical operations	Twice each year. Based on student performance changes may be made to the program.
BOOST	S	9		Deseg \$27,000	Math and writing identification and support	Yearly
Math Intervention	S	9	2012	SIG \$55,000	Arizona state standards for Algebra 1	Students are evaluated three times a year using <i>ATI</i> Benchmarks.

Exhibit 5.3.3 (continued) Sample Intervention Programs District and School-based Offerings Tucson Unified School District January 2014						
Program Name	District or Site	Target Grades/ Students	Year Implemented	Funding/ Source	Curriculum Objectives	Evaluation Type and Frequency
Read 180	S	9	2011	SIG \$58,000	Arizona standards 9 th grade English	Students are evaluated using the Scholastic Reading Inventory twice a year and <i>ATI</i> Benchmarks three times a year.
Title I	D	9-10	2013	Title I \$64,978	To improve student achievement by targeting struggling students using data analysis	Quarterly
21 st CCLC, Cholla Afterschool Program	D and S	9-12	2010-11	21 st CCLC Grant \$82,000 (S) \$8000 (D)	Building and sustaining comprehensive out of school time programs that provide high quality academic enrichment opportunities for all children, and that meaningfully engage adult family members in helping their children succeed academically	District Semester, ADE Annually
21 st Century Learning Grant	S	9-12	2012	\$500,000	To provide high quality academic enrichment opportunities for all children, and that meaningfully engage adult family members in helping their children succeed academically	Monthly
<i>AIMS</i> Tutoring	D	9-12	2006	State Grant	To promote student success on the <i>AIMS</i> tests by providing individual support	<i>AIMS</i> scores, semiannually

Exhibit 5.3.3 (continued) Sample Intervention Programs District and School-based Offerings Tucson Unified School District January 2014						
Program Name	District or Site	Target Grades/ Students	Year Implemented	Funding/ Source	Curriculum Objectives	Evaluation Type and Frequency
Credit Recovery	S	9-12 At risk of not graduating due to credit deficiency.	2011 to present	SIG \$104,400	Credit Recovery for students to regain graduation status. Turnaround Strategy 021: Increase graduation rates through, for example, credit recovery programs, re-engagement strategies, smaller learning communities, competency-based instruction and performance-based assessments, and acceleration of basic reading and mathematics skills	Credits earned are reported in EDFacts and Progress Monitoring Tools. Software tracks credits earned, which are reported to the Registrar, C&I AP, and the SIG Coordinator as students complete courses.
Drop-Out Prevention	D	9-12	2000	District	Provide students support and resources to complete high school and earn a diploma	Weekly
PLATO Credit Recovery	S	9-12	2013	M&O \$.4 FTE	Students will recover English course credit for classes previously failed	Annual evaluation, Credit checks of enrolled students
RTI Math	D	9-12	3	Title I \$41,198		
RTI Reading	D	9-12	3	Title I \$41,198		
Tutoring	S	9-12	1969	AZ State Tutoring Fund \$64,978	To provide academic tutoring in reading, writing, and mathematics in order to improve student academic performance	4.5 weeks
Tutoring	S	9-12		Deseg \$11,000	Response to Intervention	Yearly
Learning Support Coordinator	D	9-12 At Risk Students	2009	Central \$45,000	Support struggling students through individual assistance, provide RP to resolve conflicts between students and students-teachers	Annual evaluation, Report logs (Semester)
After School Tutoring	S	9-12	2010	SIG \$10,000	Students receive academic support in all curricular areas	Annual CIP

Exhibit 5.3.3 (continued) Sample Intervention Programs District and School-based Offerings Tucson Unified School District January 2014						
Program Name	District or Site	Target Grades/ Students	Year Implemented	Funding/ Source	Curriculum Objectives	Evaluation Type and Frequency
Student Assistance Program –SAP Program	S	9-12 Referred students	2013-14		Provide support so students can obtain services in order to eliminate academic barriers	Provide support for 2 students weekly with follow-up in 30 days
Breakfast Club Tutoring	S	9-12 Struggling Students	2013	NA	Provide intervention level services to students who are struggling	NA
ALEKS Online Math Intervention	D	9-12	2012-13		To backfill math concept knowledge in pre-algebra, algebra, and geometry. To master standards needed to pass the high school math <i>AIMS</i>	ALEKS has internal assessments and these are tracked. Teacher keeps observational data as well as ALEKS data to determine student progress. <i>ATI</i> and <i>AIMS</i> scores are compared for growth.
In-Outside Grant School Math Small Group Tutoring	S	9-12	2013-14	Central Title I	To gain prerequisite and requisite <i>AIMS</i> math skills	Tutor is observed by principal. <i>ATI</i> and <i>AIMS</i> scores.
Student Identification Intervention System	D	All identified students (HS)	2013-14		A team of support personnel meet with identified students to provide interventions, contact parents to eliminate barriers to academic success	Quarterly
After School Tutoring K-8	S	ELL students FFB, AS or Meeting on <i>AIMS</i>	1997 to present	Title I \$27,000	To support and improve students who are below grade level in reading and math	Teacher and administrator evaluate weekly
Intervention Program	S	K and 4	2010	Title I \$6000	Extra instruction to support students who did not Meet on <i>AIMS</i> reading	Student reading scores
Road to the Code	S	K-1	2003	Title I Read 1 st	Tier 3 intervention	Course Tests
Learning Supports Coordinator	D	K-2	2011	Desegregation	Implementing an equitable and restorative school culture and climate	USP/Yearly
PALS	S	K-2	2004	Title I Read 1 st	Tier 3 reading intervention	Progress monitoring
Read Well	S	K-2	2005	Title I Read 1 st	Tier 3 reading intervention	Progress monitoring
Great Leaps	S	K-2, 3-5	2005	Title I Read 1 st	Tier 2 & 3 intervention	Course Tests
Sound Partner	S	K-4	2006	Title I Read 1 st	Tier 3 reading intervention	Progress monitoring

Exhibit 5.3.3 (continued) Sample Intervention Programs District and School-based Offerings Tucson Unified School District January 2014						
Program Name	District or Site	Target Grades/ Students	Year Implemented	Funding/ Source	Curriculum Objectives	Evaluation Type and Frequency
21 st Century Grant	S	K-5	2011-12	Grant \$510,000	Improve academic achievement and increase parent engagement	Annual monitoring of Grant objectives
21 st Century Tutoring Program	S	K-5	2012-13	21 st Century Grant \$125,000	Tutoring, wellness, and enrichment	Semester Teacher Eval Annual review of meeting objectives as set in the grant
After School Tutoring	S	K-5	2014	Tax credit money \$12,000	Math and reading	Student math and reading scores
After School Tutoring	S	K-5	2012	Tax Credit Money \$5000	Instruction on targeted skills, standards for reading & math	Progress monitoring, benchmark data <i>ATI</i> and DIBELS
After School Tutoring	D	K-5	2013	Title I \$15,000	CCRR for math and reading interventions	Ongoing data reviews, quarterly, yearly
Before and After School Tutoring	S	K-5		Title I \$25 and hour	State core curriculum	Based on <i>ATI</i> / DIBELS data
EAGLE'S Club	S	K-5	2011	District Funding	Provide safe before and after school care support with homework	Students in program is increasing
Extended Day	S	K-5	1981	Tax Credit \$20,000	Physical, social, emotional, and intellectual development; instill appreciation for the arts	Student interest, quarterly
Good News Club	S	K-5	2012	NA	Reading support and character education emphasis	Pre and post survey, DIBELS and DRA
Homework Help – Dusenberry Library Volunteers	S	K-5	2012		Work on reading and math homework and reinforce grade level skills	Data on homework completion rates, parent surveys
Intervention Program	D	K-5	1	Title I \$15,000	Student achievement	Student scores: Benchmark End of Year
Intervention Program	S	K-5	2010-11	General Fund	Differentiated instruction for students in need	Review of data
Leveled Book Room	S	K-5	2012	Magnet	Reading	Title I evaluation each semester
PLC Team After School Tutoring	S	K-5	2013-14		Teachers work after school providing interventions to support student achievement in meeting the CCSS	Teachers – Data - Weekly

Exhibit 5.3.3 (continued) Sample Intervention Programs District and School-based Offerings Tucson Unified School District January 2014						
Program Name	District or Site	Target Grades/ Students	Year Implemented	Funding/ Source	Curriculum Objectives	Evaluation Type and Frequency
Reading Intervention, Community Rep	S	K-5	2012	Title I \$93,952	Improve student achievement, increase parent involvement	Student scores; Weekly
Reading Seed Program	S	K-5	8+ yrs.	Tax Credit \$1500	Reading	Literacy Connects data collection annually
Reading Tutoring – Costco	S	K-5	2012		Instruction on targeted skills, standards	Progress monitoring, benchmark data <i>ATI</i> , and DIBELS
SES Tutoring Club Z	D	K-5	2013	Title I Central \$50,000	Customized tutoring based on individual needs	Assessment Data
Success Maker, Waterford	D	K-5	2013	District	Reading and math	Monthly review of reports Students are assessed through the program
Tutoring	S	K-5	3	Tax Credit \$6000	Reading skills K-3 Math skills 4-5	Quarterly – <i>AIMS</i> , Stanford 10, <i>ATI</i> , class tests
Tutoring	S	K-5	2011-12	Title I \$4800	Guided tutoring	Semester
21 st Century Grant After School Program	S	K-6	2013	21 st Century Grant \$120,000	To provide additional academic support in reading and math	Quarterly, teacher, student, parent surveys
Montessori Curriculum Blend with TUSD Core Academic Resources	D and S	K-6	2006	General Fund, Title I, Magnet \$1,300,000	All Common Core standards & objectives (in addition to Montessori Grace & Courtesy Objectives)	Annual state testing, quarterly <i>ATI</i> and DIBELS Benchmarks, annual school quality surveys, weekly formative <i>ATI</i> assessments in math for grades 3-6.
Club Z Tutoring	D and S	K-8	2013	Title I	LA, math	Just implemented – unsure of how it will be evaluated
Homework Help After School Tutoring	S	K-8	2012	Title I \$7200		
PLC DuFour	D and S	K-8	2006	District and Site	To enhance student achievement	Weekly communication

Exhibit 5.3.3 (continued) Sample Intervention Programs District and School-based Offerings Tucson Unified School District January 2014						
Program Name	District or Site	Target Grades/Students	Year Implemented	Funding/Source	Curriculum Objectives	Evaluation Type and Frequency
Restorative Process	S	K-8	2009		To promote reflection & healing in situations regarding conflict	Grant Tracker records
RTI MISS SAP	S	K-8	2010	District, Site	To enhance student achievement	
Saturday School	S	K-8	2012	Title I \$5000		
Success Maker	D	K-8	2013		LA and math	Success Maker reports, student scores <i>ATI</i> , student <i>AIMS</i> scores, student DIBELS and DRA
Sunshine Girls	S	K-8	2009	NA	Reading and math academic support	Survey – pre and post
TUSD Induction Mentoring Program	D	K-12	2007-08	Title IIA	Increase Teacher Competencies	Annual Program Survey of Participants
Jump Start	D	Kinder	2012	Title I Central	LA	Kinder and Grade 1 DIBELS and DRA
Summer School	D and S	Tutoring students who are ELLs, FFB, AS in reading, writing, and math	1997 to present	Title I Language Acquisition Some funding from district and \$25,000 from site	Continue to support ELLs who are Basic or Intermediate in reading, writing, and math Support all Title I students who are Approaching, FFB in academic areas	Teacher evaluates weekly and sends home a progress note after the 4 th week. Program is 4 weeks for ½ day, daily.
Source: TUSD Program Survey (Survey Monkey) and Curriculum Management Audit Program Survey						

Auditors noted the following observations based on Exhibit 5.3.3:

- Seventy-three (73), or 62 percent of the 117 selected intervention programs were reported as school initiated; 35 (30 percent) were reported as district initiated; nine (eight percent) were reported as both school and district initiated.
- Eighty-nine (89), or 76 percent of the 117 selected intervention programs were implemented in the last five years.
- Several of the selected intervention programs reported multiple funding sources for a total of 105 finding responses. Seventeen (17) programs did not report funding sources. Of the 105 responses, 71 (68 percent) were from grant sources (Title I, Title II, School Improvement Grants, 21st Century Grants, and other state and district grants). Title I was the funding source most often listed (51 responses), representing 49 percent of the total funding source responses and 72 percent of the grant funding responses.
- Curriculum objectives were reported in terms of both program objectives and student achievement objectives. Only 34 (29 percent) of objectives were deemed somewhat “measurable” in terms of improving student achievement. However, success in achieving “improvement” can be measured at

minimum levels and has little connection to achievement of predetermined goals. Seventy-seven (77), or 66 percent, of the reported objectives were too general as to be measurable, including 34 (29 percent) of the objectives being restatements of subject or standard areas only. Six (five percent) of programs reported no objectives at all.

- Many of the selected programs reported multiple evaluations, for a total of 169 responses. Seven programs did not report any evaluation type. Analysis of evaluation types for the selected intervention programs reveals that 66 (39 percent) were based on specific state or district assessments and 39 (23 percent) were based on other types (e.g., progress review, monitoring, surveys, and observation). The remaining 64 (38 percent) of reported evaluation types were non-specific and too general to classify (e.g., course tests, reading scores, student growth data, and student improvement).

The following are representative comments from staff interviews during the site visit.

- “Interventions are not effective – we need to improve instruction first and differentiation based on needs.” (Teacher)
- “There is no plan to decide on the effects of intervention.” (District Administrator)
- “We just pull kids for intervention based on special programs.” (District Administrator)
- “Title has interventions. Equity has interventions. Every program has interventions and they are not connected.” (District Administrator)
- “Any of our many interventions could be successful, but none are followed true to the program. We pick the pieces out of programs and do not get the benefit of the full program.” (Teachers)

The TUSD Induction/Mentoring Program was selected for “productivity analysis” to exemplify how auditors assess an intervention by measuring it against planning, implementation, and assessment criteria.

The TUSD Induction/Mentoring Program was selected for analysis on the basis of its potential for improving both teacher retention and teacher quality, which will then impact student achievement. The TUSD Induction/Mentoring Program was identified as one of the few programs in the district that has overall district coverage, which could possibly serve as an example of intervention and program development across other district departments. Auditors also noted the program’s longevity, now in its seventh year. Additionally, TUSD Induction/Mentoring Program was honored at the 2012 Celebration of Accomplished Teaching sponsored by Arizona K12 Center for Outstanding Program in the state. The funding for the program has come from the Title IIA program for all of its seven-year existence in the district.

The TUSD Induction/Mentoring Program originated in the 2007-08 school year as a pilot program intended to address low student performance in middle school. Those positions were in the lowest performing middle schools in the district and consisted of five mentors serving between 20-25 teachers. The next year, following the perceived success of the program and additional funding from the Arizona K12 Center, the program expanded across the district, serving 305 voluntary participants. Presently, there are 472 participants consisting of 227 first year teachers, 141 second year teachers, and 104 third year teachers. Participation is now mandatory for new teachers, and they are served by a cadre of 31 mentors.

While auditors heard many comments that the Induction/Mentoring Program was intended, in part, to increase teacher retention rates across the district, auditors were unable to locate any written documentation that this was the intent of the program. Since auditors were unable to triangulate this information, this analysis focuses solely on the Induction/Mentoring Program from the perspective of its ability and effectiveness to increase the competencies of teachers in the early stages of their careers, the first three years.

Auditors used seven criteria to determine whether an intervention is designed in such a way that it has a likelihood of successful implementation. For an intervention to receive an adequate design rating, at least five of the seven criteria must be made with full evidence. Exhibit 5.3.4 lists the criteria and the auditors’ rating of the district’s approach. A detailed discussion of the findings follows the exhibit.

Exhibit 5.3.4

**Comparison of the TUSD Induction/Mentoring Program to Audit
Intervention Design Criteria
Tucson Unified School District
January 2014**

	Intervention Design Audit Criteria	Auditors' Rating	
		Evident	Not Evident
1.	The intervention relates to a documented district need—current situation had been assessed, diagnosed, and analysis data collected and considered in the selection of the intervention.	X	
2.	There is evidence that a problem has been identified from data analyses, several alternatives proposed and examined, and one of the better alternatives to address the problem selected.	Partial	
3.	A formal plan with goals and measurable objectives is in place to address the identified problem. Documentation exists to define the purpose of the intervention, why it addresses the system need/problem, and how it will impact student achievement. A plan for design, deployment, and implementation of the intervention is in place.	Partial	
4.	Evidence exists that a strong deployment approach was designed, including identification of staff proficiencies needed to implement the intervention, appropriate staff development around the proficiencies, and a clear communication plan for appropriate audiences.	X	
5.	Human, material, and fiscal resources needed to initiate the intervention (short-term) and to sustain the intervention (long-term) are identified and in place.		X
6.	Formative feedback and summative evaluation criteria are identified and are tied to intervention goals, objectives, and expectations.		X
7.	A plan for monitoring the ongoing deployment and implementation of the intervention is in place and involves appropriate individuals to carry out this plan.		X
	Total	2	5
	Percentage Evident	29%	
Partial ratings are counted as not evident.			

As can be noted in Exhibit 5.3.4, the district's program fully meets two of the seven audit criteria and is deemed inadequate for the intervention design plan. The only areas considered adequate were establishment of need and staff development.

The following is a discussion of what the auditors found regarding each of the design criteria as it related to the TUSD Induction/Mentoring Program.

Criterion 1: Establishment of Need (Evident)

Tucson Unified School District complies with the Arizona Induction Program Standards, which include an emphasis on "lifelong professional development." As part of these standards, TUSD developed a program that emphasizes collaboration between site-based administrators, central office administrators, mentor teachers, and mentees (teachers in their first three years of teaching), along with a formative assessment system of guidance for beginning teachers. Each component is designed to address typical concerns of beginning teachers and start them on a path of success in the teaching profession.

As part of the District Unitary Status Plan, the Induction/Mentoring Program is identified as one that shall be used to impact teacher performance:

IV. ADMINISTRATORS AND CERTIFICATED STAFF; E. Assignment of Administrators and Certificated Staff

6. By July 1, 2013, the District shall develop a pilot plan to support first-year teachers serving in schools where student achievement is below the District average. This plan shall include the criteria for identifying the schools in which the program will be piloted in the 2013-2014 school year and for evaluation by the Office of Accountability and Research. The plan shall include professional development targeted toward the specific challenges these teachers face.

Additionally, anecdotal comments made from teachers and administrators express the need for a system of support to increase the likelihood that teachers will receive the structure needed to increase their competencies and remain in the profession. A sampling of comments appears below:

- “The Mentoring Program is more than just about teacher retention; it is also about highly effective teachers.” (Instructional Support)
- “I have seen the thinking of educators [Mentors] change and become more aware of what teachers need to do to be supportive of the student.” (Instructional Support)
- “Part of our job is to help our new teachers find their roles as leaders.” (Instructional Support)
- “You may see some teachers leaving after one or two years, but if they get invested in the district they tend to stay.” (Teacher)

Criterion 2: Selection of Alternative and Rationale (Partially Evident)

During the pilot year (2007-08) of the induction program, TUSD started with just five schools to determine if the program would meet its needs. After year one, it was determined that the system as a whole would benefit from the program’s expansion, although no evidence was available to document the basis for this decision. To meet that need, the program was expanded to K-12, and a commitment was made to assist teachers in meeting the Highly Qualified Teacher mandate of *NCLB*. A Program Coordinator was hired in 2008-09, and job descriptions for mentors for all grade levels and subject areas were written.

There was no evidence presented to auditors that other alternatives were either presented or analyzed as to their ability to develop the skills of beginning teachers. Rather, the Induction/Mentoring Program was adopted based upon its availability from Arizona K12.

Criterion 3: Definition of Purpose, Direction, and Rationale (Partially Evident)

The TUSD Induction/Mentoring Program provides a complete description of the program goals and purposes. The program mission is a “Formal program for new teachers providing tailored support through one-on-one mentoring and professional development in order to advance teacher practices and improve student learning. The program is “[d]esigned to inspire, support, and challenge participants to accelerate their professional growth; increase student learning and achievement; advocate for equity for all students; develop into reflective practitioners; and develop into Teacher Leaders, who value collaboration and life-long learning.”

Program goals and objectives exist for all roles within the Induction Program, including annual goals for mentors, mentees, program coordinators, and program director. Each set of goals (e.g., Professional Expectations for TUSD Mentors) is clarified by guidelines for accomplishment and deadlines to determine timeliness of progression through the induction process.

The issue becomes one of whether the program goals are simply self-fulfilling, or whether the goals and subsequent evaluation criteria are linked through data to student outcomes. For the first five years of the program, goals were linked to completion of activities of mentors and mentees. During the 2013-14 school year, the USP requires that student achievement outcomes also are linked to the program, through the inclusion of student *AIMS* scores as a measurable outcome of teacher proficiency:

- “By August 1, 2013, Accountability and Research (A&R) will conduct an analysis of the current *AIMS* scores (Spring 2013). This analysis will produce a list of schools performing below the District average in *AIMS* Reading; *AIMS* Math; and, overall *AIMS*. The list of schools will be provided to the Director of Professional Development.”

While this mandate is required by the USP, this expectation does not appear in any of the Induction/Mentoring Program documents presented to auditors, nor was documentation presented to auditors through the Department of Professional Development that a system *AIMS* score monitoring to determine program effectiveness was presented to mentors or mentees.

Criterion 4: Staff Development and Communication Plan (Evident)

The district has made a commitment to the program by engaging in professional development to both develop the program and train participants in the skills needed for successful implementation. Staff development has consisted of programming from the New Teacher Center, Arizona K-12 Center, Arizona K12 summer Leadership Institute, Cognitive Coaching Techniques, and Fred Jones Trainings. Additionally, three mentors have recently been trained as trainers through the New Teacher Center Mentor Academy. This allows these three trained mentors to provide first year training to district mentors, thereby building capacity within the district for program sustainability.

Services are provided to mentees through a variety of means, including coaching, classroom observation scheduled trainings, and discussion groups. Mentor training is provided through Mentor Wednesday professional development. An annual calendar of trainings for mentors features weekly topics of interest as well as topics of general concern, such as the Danielson Framework, TeachScape, and Social and Emotional Learning.

Criterion 5: Provision of Resources (Not Evident)

Resources have been allocated since 2007 through district Title IIA funds. Funding for the past four years is as follows: 2010-11 (\$3,873,321.00); 2011-12 (\$3,055,730.00); 2012-13 (\$2,954,378.00); 2013-14 (\$2,866,712.00). While funding has varied over the past four years, and has actually decreased, this is a reflection of district budget cuts and limited new teacher hiring.

Evidence was not presented to auditors that described any system to determine whether the resources allocated to the program could or would be monitored in terms of a cost-benefit analysis. This is due, in part, to a failure of the program to establish student-based outcomes since the program's inception. Due to the lack of policy requirements for the development of intervention programs, and lack of planning requirements that link intervention outcomes to student achievement, it has been impossible to determine if outcomes linked to student achievement based on the Induction/Mentoring Program have occurred.

Criterion 6: Feedback and Evaluation (Not Evident)

Feedback and evaluation about the program are limited to regular discussions between participants and an annual survey that is distributed to mentees, mentors, and building principals. The annual survey is limited primarily to descriptive data pertaining to interaction frequency between mentors and mentees, the value of topics discussed, attendance at trainings, and visibility of mentors in buildings, as well as anecdotal comments about their successes and weaknesses. Auditors did not receive any design plans related to determining if and how the program actually increases new teacher competencies. Auditors recognize that such data are impacted by many variables, not just the Induction/Mentoring Program. However, student achievement, as cited in the Mission Statement, is a primary focus of the program, and evaluation data do not reflect this priority.

Comments from district staff indicate a lack of understanding among building leaders about the connectivity between the program activities and building level goals. A sampling of comments follows:

- “The mentoring teacher program does not work with building principals.” (Building Administrator)
- “The Teacher Mentors work is random – we’ve got the right people, but not the right responsibilities. Mentoring is a hand holding and counseling. It isn’t based on student needs, isn’t based on curriculum, and is not based on assessment.” (Building Administrator)

Criterion 7: Monitoring (Not Evident)

Evidence was presented to auditors that directs or requires the ongoing monitoring or assessment of the program activities. Such evidence includes discussion and communication between site administrators, mentors, and central office administrators. Likewise, guidelines and timelines for completion are provided to participants. However, all monitoring efforts revolve around monitoring of participant activities and few, if any, around determining progress toward overarching program goals.

The program goals assign the Director of Professional Development the responsibility for the evaluation of the program, plus all staff involved in the program. This one person has the responsibility to supervise and evaluate all 30+ mentors plus the program coordinator, which exceeds span of control expectations as described in [Finding 1.3](#).

Overall, the program meets two of the seven audit criteria, and the intervention design is thus deemed inadequate. The only areas considered adequate were Staff Development and Establishment of Need.

The next area examined by the auditors was the intervention delivery. The auditors use six deployment and implementation criteria. For an intervention to receive an adequate delivery rating, at least four of the six criteria must be made with full evidence. [Exhibit 5.3.5](#) lists the criteria and the auditors' rating of the district's approach. A detailed discussion of the finding follows the exhibit.

Exhibit 5.3.5

**Comparison of the TUSD Induction/Mentoring Program to Audit Intervention
Implementation Criteria
Tucson Unified School District
January 2014**

Audit Criteria for Intervention Implementation	Auditors' Rating	
	Evident	Not Evident
1. A formal plan, with goals, measurable objectives, and processes, is in place and is being implemented.		X
2. Implementation of the intervention is both strategic and purposeful. The staff proficiencies needed to implement the intervention are clearly defined. Appropriate staff development based on these proficiencies takes place every year as new personnel are hired and as additional needs are identified. Continued goals for implementing the intervention and frequent progress reports are clearly communicated to all appropriate personnel.	X	
3. The human, material, and fiscal resources needed to initiate and sustain the intervention are identified and allocated.		X
4. Feedback from formative and summative evaluations that are tied to intervention goals, objectives, and expectations are systematically administered.	Partial	
5. Monitoring implementation of the intervention is taking place; responsibilities and procedures for monitoring are clearly defined and assigned to the appropriate individuals to carry out this plan.	Partial	
6. The intervention is being modified and adjusted as needed, based upon monitoring of formative and summative evaluation data, to ensure continued quality control.	X	
Total	2	4
Percentage Evident	33%	
Partial ratings are counted as not evident.		

As can be noted in [Exhibit 5.2.5](#), the TUSD Induction/Mentoring Program, selected to help improve teacher competencies, meets two of the six criteria for sound intervention delivery.

The following is a discussion of what auditors found regarding each of the delivery criteria as it relates to the TUSD Induction/Mentoring Program.

Criterion 1: Plan Implementation (Not Evident)

The program has been in place since 2007. A mission and vision for the program is in place as well as annual goals for achievement. Processes for mentor selection, staff development of participants, and coordinated ongoing communication within the program are designed as an integral part of the program. The 2013-14 USP requirements that program goals be measured by student performance data were not included in any of the program plans, guidelines, or manuals distributed to program participants. This lack of interconnectedness between District USP expectations and the Induction/Mentoring program goals and outcomes represents a severe shortcoming of the program.

Criterion 2: Staff Development and Communication (Evident)

Participants in the program are selected based on qualifying criteria. Mentors are subject to both a written application, interview, and coaching “role play” activity to determine the suitability of the applicant. The job description for mentors describes minimum qualifications.

Staff development is provided to all program participants and varies based on participant needs. In the past, mentees were required to attend a minimum number of identified activities regardless of whether the training addressed their learning needs. This has been modified, and mentees now are recognized for participating in activities that meet their designed growth/goal area.

Mentors meet weekly for staff development. All mentors attend required preparation at the Mentor Teacher Academy for training in the use of formative assessment tools. Follow-up training in Cognitive Coaching is also required.

Criterion 3: Resource Adequacy (Not Evident)

As was noted in the design analysis, resources are provided through district Title IIA funds. Resources are provided to currently support 31 mentor teachers in the program as well as the Program Coordinator. Resources are adequate to meet current personnel and materials needs.

Auditors determined that due to the lack of accountability connecting the program outcomes (student achievement) to program goals, it would be impossible for the district to determine whether resources and funding are being productively used to support the program. Without a cost-benefit analysis indicating a relationship between program activities, goals, and outcomes, auditors determined that a budget in excess of two million dollars for each of the past four years is untenable.

Criterion 4: Assessment Data Available (Partially Evident)

All mentees are supported by a qualified and trained mentor. Part of the mentoring job involves monitoring areas of improvement and support needed by mentees. Review programs are developed and made available to mentees based on this data. For instance, classroom management workshops and Effective Elements of Instruction are offered to mentees, and attended based on mentee need.

Weekly staff development for mentors includes sharing of collected data from the mentors. Program coordinators then utilize this information to form future staff development topics for mentors.

In the absence of program evaluation criteria that are strongly tied to student learning, it is impossible to say whether ongoing formative and summative assessment techniques are used effectively to determine program effectiveness. Although recordkeeping of program activities takes place, evaluation is not linked to the overarching goals of impacting student learning.

Criterion 5: Monitoring (Partially Evident)

Job descriptions for the mentors and program coordinators all include monitoring responsibilities. Timelines and activity deadlines are utilized to organize and track completion. Sample mentor activities monitored include the following: Meet Regularly with Mentee; Complete a Self-Assessment Based on Mentor Standards;

Complete two Peer Coaching Observations per Semester; Complete One Video Recorded Teacher Collaboration Reviewed by Coordinator; Facilitate TUSD Induction/Mentoring Seminar or Study Group; Facilitate at least One Mentor Professional Development. Sample mentee activities monitored include the following: discussions with mentor three hours per week, videotaped lessons, attendance at trainings and workshops, and visitations to classroom of exemplary teachers.

According to the 2013-14 goals of the USP, increased monitoring is now in place focusing on the *AIMS* scores in the lowest achieving schools in the district. This increased scrutiny shows promise, but it is premature to tell whether this monitoring device will produce desired results.

As noted in Exhibit 5.3.4 above, overall supervision of the program, including staff supervision, is the responsibility of the Director of Professional Development. As this requirement severely exceeds span of control recommendations, monitoring of the program activities, staff, and program outcomes is seriously compromised.

Criterion 6: Program Modification Based Upon Data (Evident)

Program modifications and adjustments are made in the program, including:

- Each year mentor assignments are reviewed to create a balance of mentors with the needed content and grade level assignments of the mentees.
- Staff development is modified and created to meet the needs of the mentees.
- Mentor training is ongoing, based on data collected throughout the school year.
- District priorities are embedded into trainings based on the priorities each year

Likewise, with the implementation of the USP requirements for the 2013-14 school year, modifications to the program have been ongoing and consistent to attempt to meet the district needs over the life of the Induction/Mentoring Program.

Overall, the deployment of the TUSD Induction/Mentoring Program was determined inadequate as to its effectiveness in improving teacher quality, which will then impact student achievement. Auditors determined that two of the six criteria were adequate. As a note, auditors also recognize that student achievement is impacted by many, many variables, of which a teacher induction program is only one.

The TUSD Induction/Mentoring Program was selected for analysis, in part, because of its overall district coverage, its cost, as well as its longevity. The goal of the TUSD Induction/Mentoring Program to increase student learning and achievement is not measured in any valid or convincing manner, so the goal is moot and unresolvable. Only survey data from principals and program participants are used to evaluate the program, but that falls substantially short of what is needed to determine whether or not the goal is achieved. This is a major shortcoming in the program since the quality control loop is incomplete and disconnected. While the USP required that measures be in place beginning July 1, 2013 to measure student achievement outcomes of targeted school buildings compared to the rest of the district, even these measures have not been communicated throughout the program and are not the present focus of program activities. As a model for other district interventions, it meets two of the seven audit criteria for intervention design, two of the six criteria for implementation and, in its present form, could not be used as a design model for other intervention programs in the district.

Summary

In summary, the auditors found that TUSD has a great number of intervention programs. The majority are grant funded and based in preliminary planning. Although the District Continuous Improvement Plan and the Unitary Status Plan provide guidance, district direction and control are lacking due to the absence of board policy relevant to program interventions. Indicators of lack of district direction are evident in the lack of measurable objectives and evaluations necessary to determine their effectiveness. The TUSD Induction/Mentoring Program also lacked many of the basic components needed in determining its adequacy as a district intervention. The primary issue is the lack of measurable, data-driven student achievement outcomes that will be utilized to determine both program and cost effectiveness (see Recommendation 9).

IV. RECOMMENDATIONS OF THE CMSI CURRICULUM AUDIT™ TEAM FOR THE IMPROVEMENT OF THE TUCSON UNIFIED SCHOOL DISTRICT NO. 1

Based on the three streams of data derived from interviews, documents, and site visits, the CMSi Curriculum Audit™ Team has developed a set of recommendations to address its findings shown under each of the standards of the audit.

In the case of the findings, they have been triangulated, i.e., corroborated with one another. In the case of the recommendations, those put forth in this section are representative of the auditors' best professional judgments regarding how to address the problems that surfaced in the audit.

The recommendations are presented in the order of their criticality for initiating system-wide improvements. The recommendations also recognize and differentiate between the policy and monitoring responsibilities of the board of education, and the operational and administrative duties of the superintendent of schools.

Where the CMSi audit team views a problem as wholly or partly a policy and monitoring matter, the recommendations are formulated for the board of education. Where the problem is distinctly an operational or administrative matter, the recommendations are directed to the superintendent of schools as the chief executive officer of the school system. In many cases, the CMSi audit team directs recommendations to both the board and the superintendent, because it is clear that policy and operations are related, and both entities are involved in a proposed change. In some cases, there are no recommendations to the superintendent when only policy is involved or none to the board when the recommendations deal only with administration.

Audit recommendations are presented as follows: The overarching goals for the board and/or the superintendent, followed by the specific objectives to carry out the overarching goals. The latter are designated "Governance Functions" and "Administrative Functions."

Recommendation 1: Review, revise, adopt, and implement current policies (governing board) and corresponding administrative regulations (superintendent) to obtain quality control with adequate elements of policy, planning, and organizational structures needed for sound curriculum management and to effectively accomplish the district's mission and goals.

Quality control lies at the heart of a well-managed educational system. School systems demonstrate quality control through a clear set of policies that establish direction, coherent planning processes focused on system goals, and a functional table of organization and related job descriptions that set the structure to support achievement of mission and goals. Auditors determined that Tucson Unified School District lacks sufficient mechanisms for quality control in the areas of policy, planning, and organizational structure to realize the district's strategic direction.

The auditors found the Tucson Unified School District's board policies, rules, and regulations to be inadequate in both content and specificity to guide all necessary aspects of curriculum management and the educational programs. Several policies in the curriculum management areas of control, direction, connectivity and equity, feedback, and productivity were either weak or absent.

The auditors' recommended actions address the primary needs in the area of policies as identified through audit analysis. Additional recommendations in this report also identify specific areas of policy weakness in each standard. The actions need to be addressed during the next six to 12 months in order to establish clear parameters for operations and job performance and to communicate expectations regarding the follow-up actions based on this report. The work to undertake extensive policy updating with the help of a consultant, combined with the information contained in this recommendation, should address the policy needs identified in the audit findings.

Governance Functions: The following actions are recommended to the Tucson Unified School District Governing Board:

G.1.1: Direct the superintendent to prepare and present for review and adoption drafts of new policies or revised policies that will meet the criteria outlined in Finding 1.1 and address policy deficiencies pointed out in the findings and accompanying recommendations within this report. Address these revisions as a priority in order

to establish clear direction for educational program management and sound operation of the district and its schools. Include localized expectations in addition to legal requirements in policies.

G.1.2: Establish an ongoing policy review and update schedule to avoid policies being outdated and ignored. Incorporate district and legal information as legislative changes occur, and include language needed to specify clearly the local board intent and emphasis.

G.1.3: Direct the superintendent to establish a mechanism to ensure all administrators' understanding of policies and the expectation that policies be followed throughout the district. Likewise, direct the superintendent to prepare administrative procedures for consistent implementation of policies.

Administrative Functions: The following actions are recommended to the Superintendent of the Tucson Unified School District:

A.1.1: Assist the board in implementing **G.1.1 through G.1.3** above. Provide draft policy language that offers clarity of expectations where needed to meet the audit criteria in Finding 1.1 and other findings within the audit report. At a minimum, these revised or new policies should include:

- A policy requiring an aligned written, taught, and tested curriculum for all subject areas at all grade levels and a multi-grade scope-and-sequence document for each content area, covering all grade levels of the taught curriculum (see Recommendations 2 and 4);
- A policy on instructional expectations that includes the types of methods and practices expected in classrooms and is linked with teacher appraisals and school and district priorities and goals (see Recommendations 4, 5, and 6);
- A policy on planning that (a) outlines areas of expected planning across the system (e.g., curriculum management, staff development, student assessment and program evaluation, interventions, and budget development); (b) directs linkage between school and district plans; and (c) incorporates the criteria from the respective findings in this report (see Recommendations 2, 4, 5, 6, 8, and 9);
- A policy that requires planning, monitoring, and evaluation of all facilities on a systematic schedule/calendar and requires the use of resulting evaluation data in scheduling and prioritizing scheduled maintenance (see Recommendation 8);
- A student assessment policy that requires planning, implementation, and monitoring of all student assessment efforts on a systematic schedule/calendar and requires the use of resulting assessment data in program and instructional decisions (see Recommendation 6);
- A policy that requires planning, monitoring, and evaluation of all programs and intervention efforts on a systematic schedule/calendar and requires the use of resulting evaluation data in program and budget decisions (see Recommendations 7 and 9);
- A policy that requires a multi-year budget process that provides ongoing support for curriculum and program priorities and connects costs with program expectations and data-based needs (see Recommendation 7);
- A policy requiring the presence and annual updating of job descriptions for all positions in district employment (see Recommendation 3); and
- A policy requiring annual updating of the table of organization, with job descriptions for all positions represented on the table (see Recommendation 3).

A.1.2: Provide updated policies to all administrators, with copies available for staff at the work sites. Include policies and administrative regulations on the district website as soon as feasible to enable ready internal and external access to the most current policies and regulations. Destroy all policy manuals dated prior to the revised policies except for appropriate archival retention.

A.1.3: Include discussion of updated policies and regulations in administrative meetings as revisions are completed, highlighting particular areas of policy at the regular meetings; monitor for consistent implementation at all sites.

A.1.4: Establish a system to maintain policy congruence with current state and federal laws, regulations, and other requirements as well as accuracy of local board intent.

Recommendation 2: Modify planning processes and integrate plan documents to incorporate characteristics of effective planning practices and enhance cohesiveness of district and school documents to lead ongoing improvements of student achievement and organizational support functions. Ensure that plans are used regularly in decision making at all levels of the organization.

School districts seeking continuing improvements in all aspects of educational and organizational functions rely on effective planning processes as well as clearly articulated and well integrated plans. The planning processes provide the foundation for stakeholder involvement and staff commitments and can become the backbone of a district's climb to success. Integrating planning information demonstrates interdependence of the many components of successful school district and campus actions that lead to improved student learning. Within a district administration, the inclusiveness of planning and implementation processes and the integration of plans also contribute to high quality, collaborative leadership and efficient organizational functioning.

The auditors found that the Tucson Unified School District implements several planning processes and produces a range of plans. At the time of the audit, district leaders had begun a new planning process involving representation of all stakeholders from parents to employees, administrators, and board members. The intended result will be a comprehensive multi-year strategic plan that will incorporate many of the existing plans and provide integrated vision, goals, and actions across the system. Among the current plans that reportedly will be reviewed for incorporation into the new strategic plan are:

- Continuous Improvement Plans for both district and school levels to sustain eligibility for various Title funding resources;
- The Business Leadership Team Plan, and The Instructional Leadership Team Plan now being used as the transitional foundation for development of the new comprehensive plan;
- The Unitary Status Plan (also referred to as the "desegregation plan) and its sub-plans to finalize fulfillment of the federal court order requirements;
- Facilities master plans and other departmental plans; and
- The TUSD Information Technology Plan.

The audit team found the planning process adequate when they evaluated that process in conjunction with the present process for strategic planning. The district's current Continuous Improvement Plan and the sample of School Improvement Plans demonstrated most characteristics of quality plans to provide direction for improving student achievement. The Information Technology Plan was rated as adequate when examined against the characteristics expected in quality department plans. Auditors also learned that plans for departments or functions deficient in current plan documents (e.g., professional development and curriculum management) are intended to be included and woven into the new district plan. Auditors noted that while there is current evidence of some existing inter-planning linkage, all the processes and documents will benefit from further modifications and refinements during a comprehensive strategic planning process (see also [Recommendations 4, 5, 6, and 8](#)).

To support improvements in planning and the documented plans, several recommendations are offered for consideration by the district leaders.

Governance Functions: The audit team suggests that the Board of Trustees consider the following four actions:

G.2.1: Develop and adopt board policies requiring comprehensive planning for the school district leaders to determine priorities and direction. Include requirements for multi-year planning with annual and semi-

annual updates and progress reporting. Include the requirements for planning outlined in audit findings and recommendations.

G.2.2: Direct the Superintendent to complete a planning process that involves representation of and opportunities for input from all stakeholders, both internal and external. Establish the timeline for the process, including presentation of a draft strategic plan for public comment and review by the board.

G.2.3: Require that the new process result in a comprehensive plan document that (a) links to and incorporates the critical components of leadership, departmental, and school plans; (b) addresses all planned actions in the Unitary Status Plan; and (c) is designed to be a multi-year plan with semiannual and annual updates based on current data.

G.2.4: Formally adopt the new strategic plan as the district's direction for ongoing improvement of all educational and operational functions, services, and results.

Administrative Functions: The auditors suggest that the Superintendent and the leadership team consider the following five actions to support improvement of planning processes and documents:

A.2.1: In conjunction with **G.2.1** above, proceed with the current intent to develop a comprehensive, multi-year strategic plan to drive the work of all segments of the Tucson Unified School District.

A.2.2: Using the established timeline, present a draft plan for public comment and review by the board. Following that stage of review, submit the final draft of the resulting strategic plan for board adoption.

A.2.3: During the planning process and document preparation, ensure that the following guidelines are followed:

1. Audit criteria in Exhibits 1.2.2 through 1.2.5 are met, and all recommendations from the audit report are considered in preparing both the process and the product of the strategic planning efforts.
2. Identification of resources required for plan implementation includes continuing data research regarding human and financial resource needs so that the resulting plan is viable.
3. The plan is designed for multi-year implementation, with annual and semiannual updates and reports to the board.
4. Progress reports are disseminated for access by all staff and the public.
5. The Unitary Status Plan contents are incorporated into the new plan, along with the initiatives and action in the Instructional Leadership Team Plan and the Business Leadership Plan.
6. All other district, departmental, and school plans' components are considered for inclusion and integrated as deemed necessary and appropriate to attain cohesive system-wide functioning for ongoing improvement of operations and educational services.
7. Continue the emphasis on student learning and achievement throughout the planning process and within the resulting plan document.

A.2.4: Publicize the final draft of the strategic plan, including preparation of user-friendly plan summaries for general public information. To enhance the ongoing awareness of the strategies and actions to be undertaken, ensure that the plan contents are regularly addressed in leadership and staff meetings at all levels of the district organization.

A.2.5: Identify clearly the urgent priorities and the various tiers of priorities in communicating the planning results and establish practices to promote progress celebration as the plan is implemented.

Recommendation 3: Adopt a policy governing administrative functions and the management of job descriptions and the table of organization. Revise the Superintendent's Organizational Chart consistent with sound curriculum management principles for quality control. Configure personnel to reestablish quality control positions in curriculum design (development) and curriculum deployment (implementation) to ensure that the essential functions relating to curriculum design and delivery, assessments, data management and interpretation, professional development, and program evaluation are properly managed. Prepare and adopt a set of quality job descriptions to better define role responsibilities and supervisory functions.

Alignment between job descriptions, day-to-day operations, and the organizational chart was found to be inconsistent or missing entirely. Auditors found that TUSD lacks policies (see [Finding 1.1](#)) and procedures for governing administrative functions, managing the organizational chart with quality control (see [Finding 1.3](#)), and creating and maintaining job descriptions (see [Finding 1.4](#)). Job descriptions presented to auditors failed to have clear reporting relationships for supervision and congruity with system goals.

A few administrators supervise an excessive number of people (see [Finding 1.3](#)). Some important key functions relating to curriculum design and delivery and program evaluation are missing from the organizational chart and job descriptions. Crucial positions that provided quality control and important curriculum management functions were unreasonably eliminated some years ago by the decentralization of curriculum. Key curriculum responsibilities that have been neglected include a position in curriculum design that provides sound and clear direction to teachers about specific objectives to teach to mastery, a position to manage curriculum implementation, and a position to provide comprehensive feedback to parents, teachers, principals, and the Board about student achievement progress and needs.

TUSD is in need of bold, competent curriculum leadership and managed change so that classroom teachers and site-level administrators are not overwhelmed as rigorous college preparation curriculum is designed and implemented. In addition, the district is currently providing more interventions and specialty programs than it can rationally support, which fragments focus and connectivity (see [Finding 5.3](#)), indicating a strong need for curriculum aligned with accountability assessments, improved program planning and evaluation, improved instructional focus (see [Finding 2.3](#)), and instructional strategies leading to student mastery of key learning objectives.

Much better alignment is required between curriculum development and revision, professional development, and the use of feedback from assessments in an implementation effort that is better sequenced and paced for teacher application than was present at the time of the audit in late January 2014. Limited resources (see [Finding 5.3](#)) must be directed to the system's highest priorities, based on cost-effectiveness of programs and services.

The first step in closing achievement gaps between student groups and improving overall school and system performance on accountability measures is building a focused, functional, measurable, and valid curriculum with specific objectives aligned with accountability measures. Once this essential component is implemented, teaching is directed toward students' mastery of objectives with effective and research-based strategies. What is needed next is structuring an evaluation and assessment component to provide comprehensive feedback to teachers about individual student progress in mastery of objectives and to the board and community about the progress of district schools with quality teaching and learning. Without those components, the system is impeded from achieving its goals of excellence in education.

Job descriptions are clearly written summaries of duties and qualifications of persons employed by the school district. They provide information regarding the necessary background to qualify for specific jobs and how those positions function within the organization. The descriptions should include assignment of supervisory relationships and the critical components of the job duties. A clear set of job descriptions supports the district's internal and external communication by explaining who performs what duties within the organization. Adequately designed job descriptions also make graphic depiction of administrative relationships on the organizational chart more readily accomplished.

A district's chain of command is reflected in its organizational chart. It defines the role relationships between supervisors and subordinates, outlining a scalar relationship among district administrators and line and staff personnel. Adherence to the chain of command ensures that the authority of the board is channeled through the superintendent to all employees of the district.

The superintendent must see to it that valid and specific job descriptions are provided, and the board must adopt all job descriptions to ensure adherence to board policy and directions. To communicate graphically the responsibilities and functional relationships within a school system, a table of organization (organizational chart) and job descriptions must be present, aligned, current, and accurate.

In the Tucson Unified School District, the organizational chart does not meet all audit criteria for sound organizational management (see Findings 1.3 and 1.4). The Tucson Unified School District's organizational chart not only did not meet the Curriculum Audit criteria, but positions crucial to quality control in curriculum and instructional management were not found in the system.

The auditors found that TUSD was lacking a clear and comprehensive set of job descriptions that support the district's internal and external efficacy by explaining who performs what duties within the organization and how various positions interact to accomplish the board's expectations.

Deficiencies in meeting the characteristics outlined in Exhibits 1.3.2 and 1.4.1 result in serious gaps for executing quality control in curriculum design and delivery, assessment and program evaluation, and school improvement functions. The system's aspirations to improve quality of achievement were determined to be in jeopardy if these crucial responsibilities are not provided and put into action.

The auditors provide suggested steps needed in order to remedy the areas of deficiency noted in the audit analysis and recommend that these be initiated and accomplished within the next year, and sooner for any positions modified or added to the current administrative and staff team. These actions should be completed within two years to meet audit criteria.

Governance Function: The following actions are recommended to the Governing Board of the Tucson Unified School District:

G.3.1: Direct the superintendent to draft, for board review and adoption, a policy requiring that all positions and job descriptions are aligned with the current table of organization and are current, accurate, and adopted by the board. Job descriptions must meet audit criteria for clear specifications of responsibilities and relationships in the district (see Exhibit 1.4.2).

G.3.2: Direct the Superintendent to develop, for board review and annual adoption, an organizational chart that meets Curriculum Audit criteria for sound organizational management (see Exhibit 1.3.2).

Moreover, the revised organizational chart must reflect the central design and delivery of curriculum and congruence among all district functions related to student learning. A recommendation to the superintendent for revising the current organizational chart is provided in Exhibit R.3.1 below.

G.3.3: Direct the superintendent to begin the process of reviewing and updating job descriptions, resolving issues cited by the auditors (see also Finding 1.3), and assuring that all positions have duties and responsibilities directly monitored and evaluated by a supervisor. Make it clear in policy that different funding sources are not valid justifications for fragmenting curriculum management positions, duties, or responsibilities in order to build greater unity and congruity across the system.

G.3.4: Direct the superintendent to develop a plan of strategic reconfiguration and/or abandonment of currently allocated staff to realize no additional cost to the system for the two critical administrative positions in order to reestablish quality control in the instructional process for all schools. Adopt a job description for two new positions—a Director of Curriculum Design, and a Director of Curriculum Deployment—and adopt a revised job description for one reassigned position to create a Director of Curriculum Assessment and Program Evaluation as proposed by the superintendent (see Recommendation A.3.3 and Exhibit R.3.1).

Direct the superintendent to implement the recommended modifications (see Exhibit R.3.1) to the district's organizational chart within current budgeted positions, ensuring that job descriptions are updated to reflect the changes in roles, responsibilities, and supervisory assignments and that appropriate structural changes are implemented for adequate and effective quality control and cost effectiveness.

Revise appropriate board policies to reflect the scope and responsibilities of the Assistant Superintendent for Curriculum and Instruction to plan, coordinate, implement, and evaluate the direction of the district-wide curriculum and these three positions essential for curriculum management quality control.

Administrative Functions: The following actions are recommended to the Superintendent of the Tucson Unified School District:

A.3.1: Assist the board in development of the policies and plans described in G.3.1 through G.3.4, and present proposed draft policies to the board for adoption. Develop administrative regulations and procedures to implement the revised organizational chart (see Exhibit R.3.1). Revise current job descriptions for all district positions consistent with audit criteria for job descriptions outlined in Finding 1.3. First develop or update job descriptions for all positions depicted on the organizational chart.

A.3.2: Create, review, and update job descriptions to comply with the audit criteria illustrated in Exhibit 1.4.1 of this report. Establish and maintain an up-to-date inventory of these documents, and submit them to the Tucson Unified School District governing Board for adoption.

- Ensure qualifications include education, certification or licensure, experience, and knowledge, skills, and abilities appropriate to the position.
- Ensure that immediate links to chain of command elements are updated to match the revised table of organization; include both the title of the supervisor and the titles of subordinates.
- Assure that all functions, duties, and responsibilities are complete and appropriate to the position.
- Include statements supporting each position's relationship to the curriculum, as relevant. Include clear, complete statements of curricular linkages for positions with responsibilities closely associated with the curriculum and instructional program.

A.3.3: Finalize revisions of the job descriptions for the reassigned and new positions, and make recommended adjustments to the organizational chart (see Exhibit R.3.1 and the list of recommended modifications below), and submit the final organization chart to the board for review. Revise appropriate board policies to reflect the authority, scope, and responsibilities of the revised organizational chart positions. Present policies to the board for adoption. Create new administrative regulations outlining the duties of the new positions.

A.3.4: Update the district's organizational chart to meet the audit design requirements included in Exhibit 1.3.1 and address the deficiencies noted in Finding 1.3, especially focusing on the logical grouping of functions, scalar relationships, chain of command, and full inclusion of essential positions for quality control (see Exhibit R.3.1 below).

Include the following characteristics in the design of organizational chart:

- A span of control that requires direct responsibility for no more than 12 employees;
- No employee with more than one supervisor to avoid being placed in a compromised decision-making situation;
- Logical grouping of functions to keep tasks of a similar nature grouped together;
- A separation of line and staff positions;
- A scalar relationship that shows positions at the same level with similar responsibilities, authority, and compensation; and
- Full inclusion of all central functions that facilitate quality control in the organizational structure with respect to the essential functions of the school system.

A.3.5: Ensure that all organizational chart drafts and adopted documents bear the date of drafting and/or adoption and that the most recent revision replaces earlier versions in document collections and any other communication media, and include a table illustrating balanced or reduced costs for the organizational structure reconfiguration.

A.3.6: Annually provide the board with a review of the organizational chart and assurances that all job descriptions are available, listed, and currently adopted by the board.

A.3.7: Use the criteria in this audit report to redefine duties and responsibilities in job descriptions, especially in instructional management roles. Include the monitoring functions for fidelity in curriculum delivery, alignment of instructional resources to fit economically with the official adopted curriculum, curriculum management and assessment planning, teaching to mastery, and accountability roles.

A.3.8: Review and disseminate the revised and improved job descriptions and the revised organizational chart with all administrative staff to ensure consistent adherence to the chain of command and appropriate duties and responsibilities clarified for accountability of end results.

Exhibit R.3.1a

**Proposed Revised Organizational Chart
Tucson Unified School District
January 2014**

Exhibit R.3.1b

**Proposed Revised Organizational Chart
Tucson Unified School District
January 2014**

Exhibit R.3.1c

**Proposed Revised Organizational Chart
Tucson Unified School District
January 2014**

Exhibit R.3.1d

**Proposed Revised Organizational Chart
Tucson Unified School District
January 2014**

Exhibit R.3.1e

**Proposed Revised Organizational Chart
Tucson Unified School District
January 2014**



Exhibit R.3.1f

**Recommendation to the Superintendent
for Organizational Chart Modifications
Tucson Unified School District
January 2014**

1. Relocate and reassign the Director of Employee Relations position to the Human Resources Department with responsibility to the chief of that department in order to achieve logical grouping of employee and human resources services and programs.
2. Reassign the attorney position currently directing magnet programs to a position within the TUSD Legal Services department for the purpose of monitoring and tracking court-ordered equity and intervention activities for compliance with the federal court requirements, and of advising the superintendent and Governing Board as to developments and progress, among other assigned duties.
3. Create the position of Executive Director of Curriculum Design and Development and a department similarly named accordingly and supervised by the Assistant Superintendent for Curriculum and Instruction, for the purposes of closing significant gaps in quality control. Charge the position with unifying and delineating authorized curriculum expectations and objectives for student learning and consolidating and aligning instructional resources and programmatic interventions with curriculum parameters.
 - a. Reassign instructional coaches, along with selected teacher mentors and learning support coordination staff, in sufficient numbers to provide adequate expertise and curriculum experience for developing and coordinating curriculum for all core content areas (reading, language arts, mathematics, science, social studies, and English language development).
 - b. Reassign the Multicultural Curriculum Director and the Culturally Responsible Curriculum Director to the Curriculum Design Department under supervision of the department director for the purpose of integrating all related programs and services.
 - c. Reassign the Charter School Liaison position to the Curriculum Design Department for greater continuity in planning and coordinating curriculum expectations.
 - d. Reassign the Coordinator of Instructional Resources position to the Curriculum Design Department for the purposes of more effective alignment of selected textbooks and other instructional resources with the authorized curriculum.
 - e. Reassign a qualified individual to the Curriculum Design Department in the position of Instructional Technology Director to facilitate the design of technology-based curriculum and instruction in order to keep the system's clientele on the cutting edge of emerging trends in technology in education and future vocations.
4. Create the position of Executive Director of Curriculum Deployment and a department similarly named to provide quality control in teaching and learning, to implement valid and sound curriculum objectives, and to establish and conduct professional development for implementing effective classroom practices, including mastery learning for all students equitably. It needs to be clear that this position is a staff position, and the main thrust of the position is to provide the support activities, services, and logistics for implementation of the curriculum by the Leadership division (school principals).
 - a. Reassign the Professional Development Department to the Curriculum Deployment division for greater congruity of purpose, work, and results. Reassign several positions, currently operating independently, to this department.
 - i. Reassign the Mentor Teacher Coordinator under the Professional Development Director, and change the title and job description to Campus Instruction Coordinator, responsible for coordinating the following positions for site-based services to individual schools:

1. Create the position of Campus Instruction Facilitators, responsible for assistance to school principals in professional development and for assistance in curriculum design and development.
2. Eliminate and reassign and restructure the positions of Teacher Mentors , Learning Support Coordinators, Instructional Coaches, and Professional Development Academic Trainers to new school site-based positions, entitled Campus Instruction Facilitators. These positions need to be assigned to individual school principals to provide extensive professional development in curriculum implementation and support to the instructional program in their assigned school.
3. Also direct the staff in these restructured positions to duties associated with new teacher induction and teacher retention. Assign a small portion of their time to the Curriculum Design Department for assistance in curriculum design and deployment as needed.
4. Some of these positions may be redirected to PK-12 Content Specialist (curriculum design) positions as needed to adequately staff essential quality control functions and operations.
- ii. The approximately 93 site-based services created under this configuration with no added cost to the system need to provide consistency and effective mentoring to new teachers within their building on an on-site basis, focus and connectivity in implementation of curriculum, and training in effective instructional strategies and curriculum delivery.

It is expected that this option would substantially reduce cost and improve effectiveness, while freeing up resources that could be better utilized to support other system priorities.

- b. Reassign the following departments and administrators under the Curriculum Deployment Executive Director to unify and consolidate major programs and services within a logical grouping of functions that address and focus on school implementation of educational programming.
 - i. Student Assignment Director and staff
 - ii. Federal Projects and Grants Director and staff and subordinate departments, including:
 1. Title III Language Acquisition Department
 2. Title I School Improvement Department
 3. Title I Entitlements Department
 - iii. Exceptional Education Director and staff and subordinate departments with staff, including:
 1. Special Education Department
 2. English Language Development Department
 - iv. Career and Technical Education Department
 - v. Magnet Programs Department
- c. Merge the Gifted and Talented Education Department and the Advanced Learning Experience Department, and combine supervisory responsibilities into one director position.
5. To ensure quality control includes feedback on results and progress for use in improvement, create the position of Director of Curriculum Assessment and Evaluation, and a department similarly named, to provide feedback necessary for quality control in teaching and learning, including achievement assessment for individual students, classrooms, programs, schools, and the total system. The system needs valid and useful data to guide decision making at all levels of the system for the improvement of teaching and learning effectiveness, accountability for results, and system excellence. While broad, comprehensive data are available in the system (see [Finding 4.2](#)), results indicate that the use of data is not found to be robust in guiding decisions or system actions (see [Finding 4.4](#)), and achievement trends are not encouraging (see [Finding 4.3](#)).

Without vigorous assessment functions and specific measurements driving organizational actions and goals, institutional effectiveness, instructional programs, and student achievement cannot be empirically improved or cost-effective (see Finding 5.1).

6. To correct the unclear chain of command in the Educational Leadership Department, consolidate site leadership positions for coordination and direction under the Assistant Superintendent position including the following:
 - a. Divide the Elementary Leadership division into three area sections, each headed by an elementary leadership director, consisting of equal numbers of school sites in each section, with principals reporting to and evaluated by their respective director. All teacher positions on a given school campus need to be identified on the TUSD organizational chart as reporting to respective principals.
 - b. Retain the current configuration of the Secondary Leadership division, with the middle school and high school sections and the Interscholastic Department as is, but with the following addition:
 - i. Reassign the Alternative Education Department and personnel to the Secondary Leadership Department, to foster greater coordination and articulation of instructional programming across disparate locations and arrangements.
7. Notably, many of the above position reassignment recommendations were predicated on the need for improved institutionalization and integration of the subunits found in the Department of Equity and Interventions. The configuration emerges from the external funding of the subunits, which was found to sub-optimize organizational congruity, non-duplication, and unity of purpose (see Finding 1.3). By sub-optimization is meant that a sub-function is successful at the expense of other sub-functions or larger functions. The configuration functions in a manner often characterized by actions autonomous from the total system with respect to the nature of the department's programs and services.

The remaining functions and operations from the Department of Equity and Interventions need to be organized and situated within the Deputy Superintendent's Division of Teaching and Learning to facilitate organizational unity of purpose and harmonization of institutional relationships in a new department with reassigned existing staff.

It is recommended that the Executive Director of Equity and Interventions be reassigned to the position of Assistant Superintendent of Student Support Services, supervised by the Deputy Superintendent of Teaching and Learning, in a reassigned and reconfigured department, which needs to contain the following interrelated functions and operational units:

- a. Guidance and counseling
- b. Dropout prevention
- c. Family and community outreach
- d. Health services
- e. Student Equity Services, which includes the following subunits:
 - i. African American Student Services
 - ii. Hispanic-Latino American Student Services
 - iii. Asian Pacific American Student Services
 - iv. Native American Student Services
8. The auditors found that Learning Support Coordinator Services manifested widely dissimilar duties and responsibilities, inconsistent qualifications, and unclear supervision (see Findings 1.3 and 1.4). The coordinator positions need to be redefined in terms of specific position objectives with measurable outcomes or results and clear duties and responsibilities.

The coordinator personnel need to be transferred to the Professional Development Department, under the director, and assigned to specific principals for supervision, with duties and responsibilities including:

- Coordination with student support services sections for client identification and selection,
- Evaluation on the impact of their work with valid measures of student progress using prior and after assessments of achievement,
- Demonstration of proficiency and competence in tutoring students for progress, and
- Monitoring for effective use of time and compliance with job specifications by their assigned principal, as the direct supervisory position.

This recommendation is grounded in findings of ineffective quality control in vital system functions of curriculum, instruction, and feedback for improvement. The system was found to be highly decentralized and fragmented with wide differences in program design and implementation, inadequate position descriptions, tenuous cost-benefit connections, and insufficient accountability.

Organizational issues, including duplicative services and conflicting purposes and activities, were found to foster the system's substandard performance within the State of Arizona's educational standards and assessments. The system's focus and connectivity within a framework to cultivate learning was found to be deficient, and the auditors found that vital functions for quality control were missing from the organizational chart and the system.

The recommended changes in the administrative and operational structure found in this recommendation are constructed to fill in crucial gaps found in the staffing of vital functions for quality control in teaching and learning, to improve system congruity and coordination with consolidation and reassignment of positions and responsibilities, and to simplify and reorganize departments and services for efficiency and cost-benefit advantages. Recommended staffing and position changes were grounded in a zero-increase cost framework and proposed to improve productivity of the TUSD system.

Recommendation 4: Develop and implement a comprehensive curriculum management system that coordinates and focuses all curriculum management functions; prioritizes curriculum development in all content areas; incorporates clear expectations for rigor in instruction as well as in student materials and resources; supports instruction that is culturally responsive; requires the development of deeply aligned, authentic formative and diagnostic assessment tools; and defines and prioritizes the effective delivery of curriculum in every grade level and course.

Delivering quality instruction to every student and ensuring each child's academic success is the single most critical goal of any school district. It is also unquestionably a goal that cannot be left to chance. Ensuring that every student has access to and is provided the very best quality instruction and learning must be purposeful and carefully planned at every level of the school system. Therefore, written planning documents must be in place that direct the many levels of personnel ultimately responsible for the primary purpose of all school districts: student learning. In addition to documents, active planning and training must continue in order to actualize the written plans and maintain a constancy of purpose. Such planning will then focus and direct all efforts across the system to achieve a quality, deeply-aligned curriculum and strong system for instructional delivery and educational equity.

A quality curriculum is based on the principle that the written, taught, and tested curricula are aligned. To be truly effective, not only must they be aligned in content, but in context and cognitive type, as well. Context refers to the way in which something is learned or practiced. The cognitive type refers to the type of cognitive functioning children engage in when accomplishing a task or practicing a skill. The first big step in assuring alignment begins with a quality written curriculum guide that specifies what content is to be taught and suggests the best ways to approach that content, as well as suggesting the contexts necessary for students to attain mastery and the desired cognitive type of student engagement. A quality guide also suggests a variety of rigorous, aligned resources and materials that support instructional goals, and provides a battery of formative, diagnostic assessments and sample test items so teachers are able to evaluate when students have mastered the intended objectives. The third step lies in ensuring that the written curriculum is delivered effectively, using

the district-expected and suggested strategies and approaches described in the Curriculum Framework and in accompanying district documents, and in a way that communicates high expectations for all students and allows for individualization of learning and successful differentiation of instruction. Instructional expectations should also focus on student engagement in the classroom, both in terms of their physical activity as well as their cognitive activity.

Once a district has the key components of the aligned curriculum in the design (all written aspects of the curriculum, including the expectations for what its implementation should look like), managing the delivery of that curriculum involves staff development, ongoing support and coaching, and strong monitoring to ensure its implementation as well as feedback to determine whether the delivery is effective. All measures of effectiveness (of the written curriculum as well as instruction) relate back to the impact on student achievement; programs, teaching practices, student activities, and curriculum are only effective if students experience increased academic success. In addition, such success must be sought on behalf of, and provided to, all students, according to their individual needs, and continuous evaluation must take place to determine if all subgroups of the student population are experiencing success (see also Recommendation 5), accessing appropriate and challenging content, and making gains in their learning.

In the Tucson Unified School District, the auditors found new top-level administrators who demonstrate a clear commitment to quality curriculum development and to supporting teachers and principals in its delivery. They are newly engaged in the beginning stages of planning and in restructuring existing departments to facilitate increased productivity and cohesiveness across department tasks. The auditors found that the district lacked comprehensive curriculum management planning for the development, delivery, monitoring, evaluation, and revision of the district curriculum (see Findings 2.1 and 3.2). Curriculum planning was not supported by board policy (see Findings 1.1 and 2.1), and job descriptions were inadequate to assign specific roles and responsibilities for the management of curriculum and assessment (see Finding 1.4). The scope of the existing curriculum was inadequate to direct classroom instruction and the attainment of the district goals (see Finding 2.2), and the quality of written curriculum that is available was inadequate to support effective delivery that addresses cultural responsiveness and ELL needs (see Finding 2.3). Curriculum documents varied from site to site, and teacher to teacher, and were not available in most curricular areas. Exceptions were in the areas of mathematics, English language arts, and science, where district documents were available on the website.

Curriculum documents lacked consistent alignment in all three dimensions (content, context, and cognitive type) among instructional resources, instructional strategies, *PARCC* assessments, the *ATI*, and written district objectives (see Findings 2.4 and 3.1). The district's written curriculum also lacked adequate formative and diagnostic assessments to determine students' prerequisite knowledge and skills and to measure progress toward mastery of the objectives (see Findings 4.2 and 4.4). Data related to professional development showed a lack of attention to preparing staff to implement the district's written curriculum or to address student needs based on performance results (see Findings 3.3 and 4.3).

The district also has only minimum direction for what classroom instruction should look like or what the district has determined to be the most effective. There has been training in an instructional model, but it hasn't been formally adopted, nor have buildings consistently implemented it yet. The model does not include structuring classroom modalities to address individual needs (see Finding 3.1).

Perhaps most importantly, the auditors found that the district lacks a structure, system, or department solely focused on the design and development of a strong written curriculum that supports desired modes of delivery, cognitive engagement, cultural relevance, and sheltered strategies for English language learners. Current staffing in curriculum is inadequate to support curriculum design, and current curriculum department efforts are focused almost solely on delivery—training teachers and providing site-based interventions—without the foundation in place that specifically defines what students are supposed to be learning. In other words, TUSD personnel are very focused on *how* teachers teach and students learn, but not on *what*.

Based on their findings, the auditors recommend the development and implementation of a comprehensive curriculum management system that is focused on a planned approach to every aspect of curriculum design and delivery—its development, implementation, monitoring, evaluation, and revision—so that student learning for

all children is maximized. To put such a system in place and support these functions, the auditors recommend the following actions to the TUSD Board of Education and Superintendent of Schools.

These steps will help district leaders prioritize the work that needs to be done and focus all involved personnel on common goals, thereby rendering the attainment of those goals more likely. The recommended steps are organized into the following sections:

- I. Curriculum Management Planning,
- II. Curriculum Design and Development,
- III. Curriculum Implementation, and
- IV. Curriculum Staffing.

These sections begin below:

I. Curriculum Management Planning

The district needs a cohesive and comprehensive plan that directs a management system to establish and maintain a quality curriculum that is: 1) aligned to both AZ Standards for College and Career Readiness as well as *PARCC* assessments, 2) implemented effectively in every classroom, and 3) continuously evaluated using aligned, formative, and diagnostic assessments. This plan should be developed in concert with plans governing student and program assessment and equity to assure that the complex interworking of all departments within the district is both efficient and effective in achieving district goals.

The curriculum management system needs coordination by a single written plan that directs curriculum design, implementation, evaluation, monitoring, and revision, and that also guides the integration of other components of curriculum that transcend its development, such as content, strategies and approaches that support culturally relevant and responsive instruction, and English language development. The plan also integrates staff development across the schools, includes various methods for monitoring curriculum delivery, and provides a model for instructional delivery. These processes and procedures must be formalized and institutionalized in policy to ensure smooth transitions in the event of staff turnover and to facilitate orientation of new staff during the future years of growth and expansion in the communities served.

Governance Functions: The following actions are recommended to the Tucson Unified School District Board of Education:

G.4.1: Develop policies that define the roles and responsibilities of the board of education, district administrators, curriculum/program directors, school-level administrators, and teachers regarding curriculum. Incorporate into these policies the responsibilities outlined under the administrative functions section of this recommendation.

G.4.2: Direct the superintendent (or designee) to define a plan for the development, revision, delivery, monitoring, and assessment of curriculum. The plan is intended to serve many purposes: 1) to define the processes surrounding the continuous evaluation and development of curriculum; 2) to provide guidelines for what a finished product should look like; and 3) to clarify which tasks and responsibilities are classroom-level, school-level, or district-level. This plan should also incorporate the district's Values and Mission Statements, and integrate the main goals of the coming strategic plan. It should explicitly coordinate functions across departments (such as curriculum design and professional development, curriculum delivery and assessment) and system levels so any confusion among departments is minimized and gaps and overlaps diminished. The plan should include all the components outlined in A.4.2 and described in Exhibit 2.1.2, along with the following:

- The definition of those curriculum functions and components that are tightly held vs. those that are loosely held (see Exhibit 2.1.1);
- The expectation of an aligned written, taught, and tested curriculum in all three dimensions (content, context, and cognitive type);

- The expectation of a K-12 scope-and-sequence of specific learning goals, benchmarks, and objectives that form the backbone of the curriculum guides; meet and exceed the Arizona Standards for College and Career Readiness; and incorporate USP requirements for culturally relevant instruction;
- A requirement that all courses offered be supported by quality written curriculum that aligns with the Common Core and Arizona Standards; and
- Formal board of education adoption of all curricula prior to implementation.

Require that planning, particularly timelines for curriculum revisions, within and among departments and schools be aligned to the curriculum management plan, especially in the area of providing professional development necessary to support effective curriculum delivery.

Administrative Functions: The following actions are recommended to the Tucson Unified School District Superintendent:

A.4.1: Assist the board of education in developing policies that define the roles of the board, district administrators, and teachers regarding curriculum. For example, the board of education is primarily responsible for adopting curriculum; administrators are responsible for overseeing its development, evaluation, and revision, as well as for monitoring its implementation; teachers are responsible for delivering the adopted curriculum and sometimes assisting in the writing or reviewing of the curriculum, with assistance from outside consultants or district administrators.

A.4.2: Develop a curriculum management plan for directing the design, delivery, monitoring, evaluation, and revision of curriculum. The plan should address the following areas (see also [Exhibit 2.1.2](#)):

A philosophical framework for the design of the curriculum: What are the underlying beliefs of district leadership regarding how children learn, what constitutes effective teaching, what is the teacher's role, what is the student's role, and what is a district's role in making available or ensuring a student's education? Is education a process, a goal, or both? Defining the beliefs and philosophy establishes the foundation for what curriculum should look like, what the district's and schools' respective roles are in providing each child with an education, and what an effective, engaging classroom might look like. Defining the philosophical framework must take place before defining an instructional model, and all curriculum work, both design and delivery, should reflect that same philosophy.

Timing, scope, and procedures for a periodic cycle of curriculum and resource review/development: This ensures that every content area is addressed and has a written curriculum that facilitates effective, rigorous instruction, and that curriculum is kept up-to-date, particularly with changes in state or national standards or requirements as well as with testing modifications or changes. The cycle should also include procedures for when/how often to finalize updates and revisions to the written curriculum so teachers can rely on the accuracy of their content and prepare for anticipated changes and revisions. Such a cycle should also establish the timeline for reviewing the alignment, quality, and rigor of adopted resources and materials, and direct their revision or replacement where and when they are inadequate. ALL resources that are referenced or suggested by the written curriculum should be screened for rigor, appropriateness, cultural relevance, alignment to district expectations for instruction and student engagement, and content alignment (in all dimensions: content, context, and cognitive type).

Stages of curriculum development: This specifies the different stages that are involved in developing and revising the written curriculum and might include: backloading and released item analysis; review for alignment with external/target assessments in all three dimensions (content, context, cognition); assessing the complexity, rigor, and measurability of objectives; placing objectives in an articulated, PreK-12 sequence that expects mastery of content six to nine months before it is encountered on the *PARCC* or other high stakes tests; developing mastery-level projects and activities with accompanying rubrics; validating the existing objectives, materials, and resources against multiple external sources, such as IB standards or AP standards, or for rigor, cultural relevance and responsiveness, and student-centered, active learning; and creating a bank of high quality assessment items and formative/diagnostic assessment instruments to support differentiated, individualized

instruction. See *50 Ways to Close the Achievement Gap*⁵ for more specific suggestions and information. The stages defined in TUSD's plan must address particularly the way student achievement data, teacher feedback, and classroom monitoring data are used in evaluating the quality of the written curriculum and revising the written curriculum accordingly.

Staff roles and responsibilities for curriculum management: Who is responsible for what task? How do departments with overlapping responsibilities (such as dual language education and elementary reading) work in concert to effect improvements in the written curriculum and in classroom instruction? This aspect of the plan delineates which tasks are primarily classroom-based, which are school-based, which are department-based, and which are board-based. For example, it is the board of education's responsibility to determine the content of the educational program, in congruence with state law, and to approve and adopt the written curriculum. It is the teacher's role to deliver the curriculum effectively (so students master it), the principal's to monitor its delivery, and the instructional coach's and principal's role to support teachers in delivering the curriculum.

Monitoring of classroom activities should be accomplished by principals and other designated supervisors (such as instructional coaches) to identify and promote productive practices that support *learning*, correct or eliminate practices that do not, and identify professional development needs. Clarify how monitoring responsibilities of any school-based personnel complement one another to prevent duplication of effort or possible conflicts in carrying out monitoring responsibilities.

A format and included components for curriculum guides: Specify the aspects or components of the written curriculum that are nonnegotiable, for consistency in every content area, and the other aspects that are "fluid." The curriculum guides should include, minimally, the criteria presented in Exhibit 2.3.2 and in A.4.4, and preferably include suggested student projects or activities that integrate all the expectations for rigorous student engagement and learning described in part in Finding 3.1, and in the district's instructional model and expectations (see A.4.13).

Direction for how state standards will be included in the curriculum: This includes whether or not to use a backloaded approach, in which the curriculum is derived from high-stakes tested learnings (topological and/or deep alignment), and/or a frontloaded approach, which derives the curriculum from the Common Core or Arizona state standards (Blueprint), but in a refined, more specific format.

Require for every content area a focused set of precise student objectives and standards: These should be derived from the Arizona Standards, be reasonable in number so the student has adequate time to master the content, be very specific so teachers clearly understand what mastery of these objectives look like and what the standard of performance is, and be written in measurable terms.

The written curriculum should not only specify the content of the student objectives, but also include multiple contexts and suggestions for activities and approaches that engage students in critical thinking, culturally responsive (and personally relevant) activities, and analytical cognitive types.

Assessment beliefs and procedures to determine curriculum effectiveness and use of data: What are all the instruments that will be used to measure progress toward meeting goals, including the goal of students' mastering curriculum objectives? How the data will be used, who will use them, and how they will be collected, analyzed, and disseminated to teachers, administrators, and concerned stakeholders should all be defined. There must be an expectation for formative assessments, included in the curriculum guides, that teachers can use *whenever* needed to evaluate student progress in mastering objectives (or to determine whether they already know content about to be taught). The availability and quality of formative, diagnostic assessment tools are critical to being able to determine, and meet, students' individual academic needs.

Design of curriculum to support differentiation and other expectations for delivery: Directs the curriculum guides to be designed so that they support teachers' differentiation of instructional approaches (to match student preferences and learning styles), and to support teachers' selection of student objectives at the right level of difficulty. This ensures that those students who need prerequisite concepts, knowledge, and skills are moved

⁵ Downey, English, Poston, Steffy (2009). Corwin Press.

ahead at an accelerated pace, so they don't fall further and further behind, and that students who have already mastered the objectives are also moved ahead at a challenging pace.

Whole group, one-size-fits-all approaches cannot meet the majority of students' academic needs. District curriculum leaders must define what true academic differentiation looks like and how teachers can manage so many different skill levels and varying content knowledge in the classroom without holding certain students back or leaving other students behind. This is critical to meeting the needs of academically at-risk populations and must be supported by the design of the curriculum in addition to all district documents that describe expectations for delivery.

Approaches for using diagnostic, formative, and summative test results to plan instruction, evaluate programs, and design interventions at all levels: See [Curriculum Implementation](#).

A staff development program linked to curriculum design and delivery: Professional development should prepare teachers to deliver the curriculum in accordance with the board's performance expectations. This includes support in the classroom to ensure that training and curriculum materials are properly used. See also the staff development section of [Curriculum Implementation](#) for more detailed information.

Monitoring the delivery of curriculum: This presents the procedures, philosophy, and intent for monitoring the delivery of curriculum. Multiple means of monitoring (as well as multiple purposes) are suggested, including the *Three-Minute Walk-through* (Downey, et al.). See the monitoring section under [Curriculum Delivery](#). Monitoring curriculum delivery is an essential function for school principals and assistant superintendents for elementary and secondary leadership. The key person to monitor curriculum content, context, and cognitive type; instructional strategies, student engagement and mastery, environments, and appropriate selection of learner objectives for teaching is the principal. Monitoring is a line officer responsibility that needs to be assigned, and with accountability for results, to principals.

Communication plan: This establishes a plan for communicating among and across departments and levels of the district regarding the process of curriculum design and delivery (which also includes professional development and assessment) to maintain constancy of effort, focus, and continuity.

A.4.3: Make periodic reports to the board of education regarding the progress in managing curriculum district-wide, using data from formative and summative assessments, as well as from monitoring practices. The importance of quality, deeply-aligned written curriculum that raises expectations for student performance and supports those expectations with critical resources for teachers cannot be overstated—curriculum is a key component in ensuring better teaching and higher achievement. Planning for its development, implementation, and revision is essential to impacting student learning in every classroom.

II. Curriculum Design and Development

Governance Functions: The following actions are recommended to the Tucson Unified School District Board of Education:

G.4.3: Require that efforts to develop the written curriculum begin immediately; require that decisions regarding which content areas receive priority be data-based (for example, if math is an area of concern for so many individuals and there is little consistency in its delivery, focusing on that content area first might be prudent).

G.4.4: Review and adopt the written curriculum that is currently in use, and future curriculum prior to its implementation, based on a thorough consideration of documentation and staff advice.

G.4.5: Direct the superintendent (or designee) to review the concepts of deep curriculum alignment and require that those concepts form the basis for curriculum design efforts across the district (see [A.5.7](#)).

Administrative Functions: The following actions are recommended to the Tucson Unified School District Superintendent:

A.4.4: Define what components and characteristics need to be included for a document to be considered a "model" curriculum guide. Review the components and characteristics identified and discussed in [Findings 2.3](#) and [2.4](#). The following components are minimum requirements:

1. **Objectives:** The objectives used in the curriculum were either from the *AIMS* blueprint or from the Common Core. They were insufficiently specific to give teachers adequate information regarding what mastery looks like. Objectives should be “refinements” of the state standards or Common Core Standards: a specific restatement of the intended skill or knowledge to be learned, the contexts in which it is to be learned and practiced, and the standard of performance by which a teacher knows mastery of that skill or knowledge has been achieved. These should all align closely with the state/national standards, but these specific learner objectives give the teacher more precise information of what mastery looks like and clearly define which objectives are assigned to which grade or instructional level (because the first grade objective is clearly different from the second, and so on).

The number of objectives included in the guide must also be manageable. It is better to focus on fewer objectives and address them more deeply than to include an entire battery of objectives that teachers “might” touch on. Review all objectives for evidence of rigor (see Bloom’s Taxonomy in [Appendix I](#)), and integrate into the objectives across all content areas expectations for culturally responsive content.

Giving teachers a clear continuum of student learning from preschool through twelfth grade allows them to move students ahead at a more appropriate pace, if the students are ready, or to accelerate them if they are behind. This is easier when the teacher knows exactly where a student is on the continuum of learning, knows what content is next in the sequence, and can easily determine what students have mastered when they come into their classroom (this is particularly important in districts with high mobility).

2. **Assessment:** Specific examples of how each objective will be assessed, with what tools, and when must be included in the written curriculum documents. District formative assessments must be cross-referenced throughout, specifying when, how, and with which instrument each objective will be evaluated. Relying on released test items or commercially produced assessments or unit/chapter tests is insufficient; the sample items to be included should be items based on deconstructed, released test items that have been altered and “deepened” to provide students with a challenge level ensuring their success on a multitude of test items related to the same content (English and Steffy, 2001). Additional diagnostic assessments are needed to supplement the *ATI*, which serves as a minimal benchmark but lacks cognitive rigor. Teachers must have tools with which to continuously evaluate student progress and move them at the appropriate, individualized pace in all content areas. Consider more authentic approaches that integrate into daily instruction and are more project-based in nature, particularly those assessment tools that require writing. These formats parallel more closely what is required on the *PARCC* assessment.
3. **Prerequisites/Scope-and-Sequence:** Place the learner objectives (PreK-12) within a scope-and-sequence document to allow teachers to easily discern what content and skills students come in with, and what content and skills they are responsible for seeing students leave with. Such a document helps distribute accountability and eliminates gaps and overlaps in student learning—an important factor in an educational environment that must make the most of the time allowed with students. This will also facilitate greater articulation of the curriculum from one level to the next and assure greater coordination across a single level or course, as the mapping out of objectives is already completed and any “misinterpretation” of the unspecific state or Common Core standards is avoided.
4. **Suggested Strategies and Approaches:** This item is a critical part of ensuring high expectations for students and achieving deep alignment to provide teachers, particularly inexperienced teachers, with support in deciding ways to teach the assigned objectives. Flexibility is always allowed in how teachers approach a given objective, but this component provides teachers with invaluable, research-proven suggestions if they want or need them and is another way to integrate the culturally responsive approaches required by the USP. The suggested strategies should be developed to ensure they incorporate those contexts and cognitive types known to be part of the tests in use, and these strategies and suggested student activities and projects allow students to become familiar with the context and

cognitive type before encountering them on the high stakes tests. This is the main tenet of the “doctrine of no surprises.”

However, such strategies should not ONLY align with test contexts. A wide variety of authentic, student-centered contexts is recommended to ensure a more broad-based, real-life application of the concepts, skills, and knowledge so that students can connect personally with the learning, be more actively and cognitively engaged, and see the overall value of their learning.

Currently, the strategies observed in classrooms are of varying quality and rigor, and the rigor of the sample student work was below that required on the *PARCC* assessments. Classroom-based activities and strategies should always meet and exceed the rigor found on assessments—students should be challenged in the classroom, not by a high stakes assessment.

5. **Resources and Materials:** Every book, recommended professional resource, audiovisual aid, technological enhancement or program, and other resource should be listed (after ensuring teachers have all that are necessary) in the written curriculum and referenced by objective/strategy, AFTER it has been screened for rigor, quality, developmental appropriateness, and alignment with the content, contexts, and cognitive types of the objectives. All suggested materials and resources should have been analyzed for deep alignment to the curriculum and the tests in use; modifications are also included in the guide to improve alignment. Materials and resources are suggested—as with strategies and approaches, not required—to allow teachers and buildings flexibility in selecting those materials most effective and appropriate for their students. However, in cases with extremely high mobility, adherence to the sequence of units or objectives in the curriculum guide by teachers across schools becomes more important. This consistency in WHAT is taught is critical to ensure better transitions for students moving from school to school (while allowing for flexibility in how the content is taught).

Beyond these components, the format for the guides should be determined. These do not necessarily need to be identical for all content areas, but within content areas it is recommended that a common format is selected and adhered to for consistency across the district. The degree of variation in curriculum guides is up to district leaders.

Use the data from Findings 2.3 and 2.4 in making decisions concerning curriculum design and development.

A.4.5: Reflect in the design of the curriculum the expectation that instruction will be differentiated to accommodate individual student needs (academic) and learning styles (see Findings 2.3 and 3.1). This requires supporting fluid groupings of students (pairs, small groups, etc.), RTI, and SEI/ELL approaches, in addition to the basic suggestions for remediation as well as enrichment within the guides themselves.

Also include in the curriculum design components and characteristics that reflect the district’s philosophy and beliefs concerning effective delivery. Design must support delivery. In other words, if culturally responsive, cognitively engaging instruction is an expectation, then the written curriculum should reflect that expectation and include suggestions to support that kind of instruction. Make these expectations an integral part of the guides, not a stand-alone document. See also **A.4.13** in Curriculum Implementation.

A.4.6: Take steps to assure that all courses have a corresponding curriculum.

Ascertain that every board-approved course in the district is included in the official course list. In the official course list, indicate which courses are offered at each building during the current school year (see Finding 2.2).

A.4.7: Engage in a deep alignment analysis to ensure that the objectives, resources, and strategies included in curriculum guides are deeply aligned to the tests in use in all three dimensions—content, context, and cognitive type. Research the methods and ideas presented in the book *Deep Curriculum Alignment* by English and Steffy (2001), or consider contracting for a deep curriculum alignment training (contact CMSi for more information) to gain the skills necessary to analyze and deconstruct released test items, for information on how to successfully prepare for current and future tests in use, and to more successfully anticipate the direction in which the test is moving. This will assist the district in predicting where the *PARCC* assessments and other external assessments are going and increase student success on current and future forms of the tests in use, by ensuring that the

content, context, and cognitive types encountered on any tests are an integral part of daily instruction without compromising rigor, active student engagement, and hands-on problem solving.

A.4.8: Develop formative assessments to more deeply align with the *PARCC*/Common Core and existing state standards, and to more closely reflect the levels of cognition and type of student performance desired by district leaders. Link them to the written curriculum, and identify those for which the data will be entered electronically and monitored at the system and building level. Some formative assessments should be open for teacher selection, but ALL should be rigorous and incorporate a wide variety of contexts—not just multiple choice.

These assessments will provide teachers with diagnostic data on what skills, concepts, and knowledge students have mastered or are still lacking, so that instructional decisions may be made that target those deficiencies and so that teaching is never redundant. Include diagnostic assessments that target specific skills, to round out the battery of assessments teachers can use to constantly monitor student progress toward mastery of a discrete concept, skill, or objective. All assessments used in the district, whether classroom-based or district-level, should integrate a variety of student modes of response and performance-based items, as well as incorporate multiple types of cognition.

The assessments should be concise and yield the needed information in a very brief span of time—a few days, at the most. Ideally, the assessments could be quickly scored at each campus, so teachers receive the data immediately and can adjust instruction accordingly. In addition, continue to return benchmark assessment data to teachers in a timely manner. These formative assessments also allow teachers to monitor every individual student's progress toward mastering the intended curriculum, and each student's performance on the state tests will no longer be a surprise or guessing game.

A.4.9: Wherever possible, integrate expectations from the culturally-responsive curriculum required by the USP into all curriculum guides, and also integrate strategies and approaches that are most effective with English language learners. When these are integrated within all core and non-core courses, it is more likely to become an institutionalized expectation and practice.

Require principals to monitor whether these approaches are implemented in the classroom. Continue to train teachers in these approaches and monitor for their impact on curriculum delivery.

A.4.10: Work in concert with staff development personnel to prepare trainings for teachers in using and effectively implementing the written curriculum, using the instructional model (**A.4.13**) as the context for delivering the guides.

III. Curriculum Implementation

Instruction

Governance Functions: The following actions are recommended to the Tucson Unified School District Board of Education:

G.4.6: Direct the superintendent (or designee) to widely disseminate to all teachers and building-level administrators a synopsis of research-supported instructional strategies that are effective with linguistically, culturally, and economically diverse student populations. Much of this information is already present in the USP-required culturally responsive curriculum, but its existence in a stand-alone curriculum guide decreases its prevalence and relevance in all classrooms.

Require this review of research to focus especially on those characteristics that have been shown to decrease dropout rates and improve student attendance and performance. Many districts have found that the more challenging (rigorous) and engaging instruction is, the more students stay in school, come to class, and complete assignments. See Appendix J for additional suggestions in this area. These expectations not only meet USP requirements but should also comprise a common thread through all written curriculum and instruction in TUSD and celebrate the incredible linguistic, ethnic, and economic diversity present in the district.

G.4.7: Direct the superintendent (or designee) to develop administrative regulations that define the instructional model to be adopted in classrooms throughout the district. Use the documents presented and discussed in Finding 3.1 for a summary of the expectations culled from multiple documents.

G.4.8: Direct the superintendent (or designee) to regularly evaluate the effectiveness of the delivery of curriculum across the district. Such an evaluation should use data from multiple sources: formative assessments, summative assessments, monitoring data from both principals and coaches (see G.4.10), and formal teacher observations.

G.4.9: Adopt the policies and regulations described above when drafted; direct the superintendent to ensure their implementation.

Administrative Functions: The following actions are recommended to the Tucson Unified School District Superintendent:

A.4.11: Assist the board of education in developing the policies described above.

A.4.12: Prepare for curriculum implementation. At least six months to one year prior to rolling out any new curriculum, consider doing the following:

- Field-test the curriculum. Pilot the resource materials, assessments, and any other supporting materials.
- Collect preliminary data concerning the pilot curriculum's effectiveness in terms of student achievement and from teacher feedback.
- Revise field-tested curriculum guides based on feedback.
- Submit the curriculum for adoption by the board.

Provide written curriculum guides for all teachers and extensively train them in the guides' content and in the suggested strategies and approaches, within the context of the recommended instructional model.

A.4.13: Define the instructional model expected to be used in classrooms across the district. This is *not* intended to be a prescriptive, tightly-held requirement. Rather, the instructional model is intended to provide a clear picture of what district leaders want and expect effective and rigorous instruction to look like. Use the summary of TUSD expectations in Finding 3.1 and in the culturally responsive curriculum as a starting point, and also consider the characteristics presented in Appendix K. Instructional expectations should all be integrated into one consolidated document that is adopted by the board. The model should do the following:

1. Strategies/Approaches: Describe the ways in which district-adopted curriculum is expected to be delivered. In other words, the types of teaching practices district leadership expects to see and that are proven effective should be specifically described in writing and adopted in policy to ensure implementation. Suggested practices should be research-based, developmentally appropriate, as well as culturally and personally relevant to students, and might include:

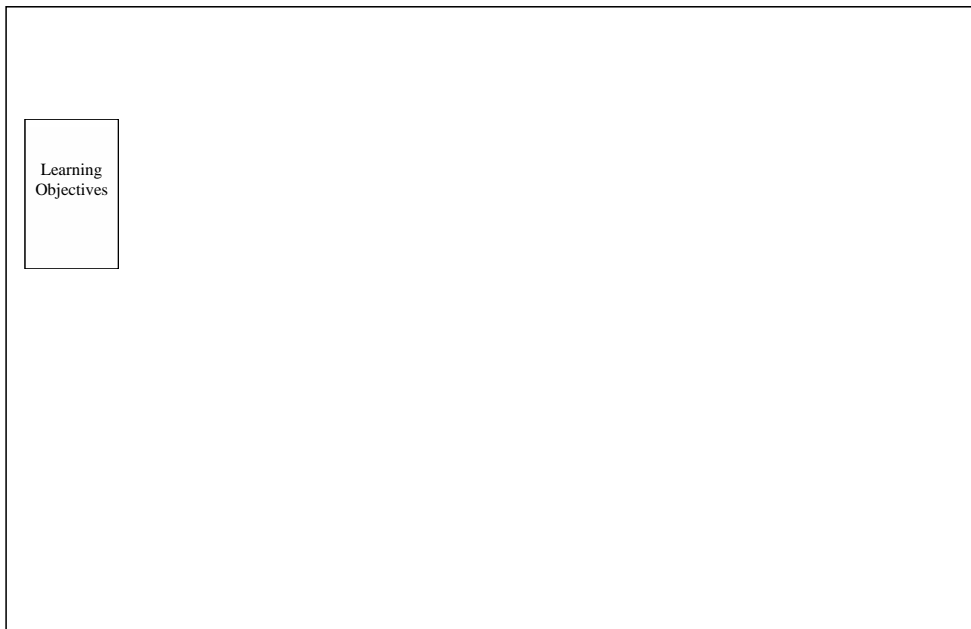
- Implementing higher-order questioning that helps students see the “big picture” of the concepts, knowledge, and skills being taught, as well as facilitates a deeper understanding on the part of students;
- Differentiating instruction to meet the individual needs of all students;
- Using small group activities, paired tasks, and cooperative learning strategies;
- Comparing/contrasting new concepts, knowledge, and skills with concepts, skills, and experiences already familiar to students;
- Engaging students in experimental inquiry, problem-solving, and investigation—all hands-on methods of applying or discovering new knowledge and concepts;
- Having students set their own learning goals, develop strategies for attaining them, and monitor their own progress toward meeting those goals;

- Engaging students in metacognitive activities, whereby they analyze their own thought processes in approaching test questions, assignments, and new information;
- Using non-linguistic ways to support comprehension of, identification with, and the retention of new concepts or knowledge, such as pictures, graphic organizers, and outlines;⁶ and
- Tailoring instruction to the cultural, economic, and linguistic diversity present in every classroom, recognizing and valuing differences and similarities, and emphasizing the benefits of cultural and linguistic pluralism.

2. Instructional Planning and Monitoring of Learning: Describe expectations for how teachers are to use student performance/achievement data to plan individualized instruction based on students' specific academic needs. Integrate elements of the Mastery Learning Model into the Essential Elements of Instruction (EEI) (or vice-versa) as a proposed model for planning and executing instruction using a variety of strategies and approaches that the teacher is comfortable with. The Mastery Learning Model presents a model of close monitoring of student learning that is data-based, in common with EEI, and relies on flexible, small student grouping to deliver the exact teaching that those students need, rather than relying on whole group, one-size-fits all approaches. The model also allows for integration of those strategies that are considered culturally relevant and effective with culturally, linguistically, and economically diverse students (such as ELL students). The Mastery Learning model is presented in Exhibit R.4.1:

Exhibit R.4.1

Mastery Learning Model



content or objective an individual student needs to learn based on where he or she is in the overall sequence of learning, and differentiating the type of activity or performance product the student is expected to accomplish or create. Both types of differentiation are important, but teachers must learn the difference and apply one or the other or both as needed with each individual child, based on the individual child's need. A critical part of differentiating effectively is having a battery of skill-specific diagnostic assessments that give teachers key information on whether a student has mastered a targeted concept or skill.

A.4.15: Communicate the expectations for adherence to the instructional model widely. Integrate throughout all discussions and meetings concerning curriculum delivery the need to not only verbally espouse high expectations for all students and respect and appreciation for cultural, ethnic, linguistic, and economic diversity, but to model it faithfully in every classroom every day.

The definition and adoption of a research-based, student-centered, rigorous instructional model will assist the district in moving forward with improving instruction and student achievement.

Monitoring

Monitoring is the primary means by which district leaders evaluate the degree to which curriculum is delivered with fidelity, and to which the instructional model is likewise reflected in classroom activities and instruction. Monitoring is an absolutely critical facet of effective implementation. It is about supporting and facilitating quality and effective curriculum delivery, not just looking for it. No matter who is involved in monitoring (it can be carried out by multiple positions within a building and even by teachers amongst themselves), the principal should still remain the instructional leader on the campus.

Governance Functions: The following actions are recommended to the Tucson Unified School District Board of Education:

G.4.10: Revise the principals' and the building-level coaches' job descriptions and board policy to include more specific expectations for monitoring. These expectations must:

- Define all purposes of monitoring.
- Specify who is monitoring for what and how those responsibilities are interconnected. For example, if math coaches share in monitoring responsibilities, how/when are their findings or observation data shared with the principal? What kind of feedback should they share with district-level curriculum staff? How is this to occur and how frequently? Ensure that the building principal remains the key instructional leader in the building and require him/her to oversee all monitoring that occurs by other staff members.
- Specify what type of data are to be collected for each purpose and with what methods.
- Indicate which data are intended to be collected district-wide for district-level feedback (such as for determining the effectiveness of a staff development initiative), and which data are to be used for teacher evaluation, coaching, and instructional improvement within the building. All monitoring data should be reported to a single department, rather than split among leadership/curriculum. Monitoring is about overseeing and collecting information about the effectiveness and alignment of the delivered curriculum, not evaluating teachers, so this should be seen primarily as a curriculum-related function.

Consider two other purposes and types of monitoring that supplement the non-supervisory classroom walk-throughs: SchoolView trend data collection and Examining Student Work data collection for calibrating student work. SchoolView is simply classroom observational data collected frequently over time to see if dominant teacher and student activities, the objectives taught, and the student work displayed all reflect the district's instructional model and expectations for rigor. Examining Student Work is a method for collecting student work to calibrate it against district and state standards and expectations to check alignment and determine whether the work is on, above, or below level. All three methods for collecting data are for different purposes, and all three comprise one facet of monitoring that contributes to valuable district-level and campus-level feedback for decision making.

Administrative Functions: The following actions are recommended to the Tucson Unified School District Superintendent:

A.4.16: Require monitoring to be the primary responsibility of building administrators, including the building-based coaches, in keeping with their role as instructional leaders. In monitoring, district leaders should not only keep the learner objectives and effective strategies in mind, but the instructional model as well, focusing reflective questions on those aspects of the model the administrators deem appropriate or desirable. Monitoring should not be confined to the Danielson evaluation framework.

A.4.17: Use a classroom observation process (in addition to walk-throughs), as described above, to specifically evaluate the student artifacts and objectives being used in each classroom in a collaborative, non-threatening context that can even be performed by teacher teams, department heads, or instructional coaches. Consider something like the Examining Student Work program (CMSi) to enable teachers and building leaders to gauge the level of student work in the school and determine if it is appropriately on-level and cognitively challenging. This process will also assist teachers in evaluating the work they assign in their classrooms, particularly those activities and resources that are commercially-produced.

Professional Development

The goal of quality professional development is to increase staff effectiveness and student achievement. This is accomplished by developing the skills of teachers, administrators, and support personnel in effective design and delivery of curriculum and support functions. Special emphasis must be placed on training teachers and principals to employ instructional strategies that meet the needs of all students and to implement the adopted instructional model to support differentiation and student-responsive teaching. A comprehensive professional development program has a long-term focus and is based on district and curricular goals, student achievement data, and staff needs.

To eliminate the deficiencies found in the Tucson Unified School District professional development system (see Finding 3.3), the audit team developed the following recommendations, which provide for a comprehensive system of professional development with centralized direction, decentralized execution, and accountability for results.

Governance Functions: The following actions are recommended to the Tucson Unified School District Board of Education:

G.4.11: Direct the superintendent to draft, for board review, revision, and approval, a policy that provides for centralized control and direction of professional development in the district. The policy should incorporate the characteristics in Exhibit 3.3.2 and address the deficiencies identified in Finding 3.3. In particular, the policy should:

- Be aligned with and serve the district's goals and expectations for staff performance, curriculum delivery, and student achievement;
- Establish a professional development mission, vision, goals, and priorities aligned with district goals and needs;
- Identify the district's concept for providing professional development (e.g., provided at three levels: individual, school, and district) and state responsibilities at each level for needs assessment, planning, coordinating, deployment of resources, delivery, monitoring, evaluation, and use of feedback;
- Define the mechanism for rational coordination of professional development efforts to ensure appropriate training and prevent duplication and gaps in required training;
- Require systematic monitoring of instruction specifically to determine if skills acquired through the professional development program are being applied (and correctly) in the classroom; and
- Require that professional development training be evaluated in terms of demonstrated teacher competence in the classrooms and improved student achievement.

In short, the policy should require planning that will turn the current hodgepodge of activities into a controlled and coordinated professional development system, focused on more effective curriculum delivery, with accountability for design and results.

G.4.12: When the new professional development policy is adopted, direct the superintendent to provide annual reports that contain the necessary information to help the board judge the effectiveness of the policy and justify any required policy changes. Effectiveness of professional development is best measured in terms of observed changes in classroom instruction and more effective classroom instruction, based on student achievement data and classroom observation data.

Administrative Functions: The following actions are recommended for consideration to the Tucson Unified School District Superintendent:

A.4.18: When directed by the board, prepare for board review, revision, and approval a policy that provides for centralized control and direction of professional development in the district. The policy should be consistent with the provisions of **G.4.11**, incorporating the characteristics in Exhibit 3.3.2.

A.4.19: When the board approves the professional development policy described in **G.4.11**, prepare the administrative instructions necessary to implement a professional development program that is centrally controlled, with decentralized implementation by principals and the central office staff.

A.4.20: When the new professional development policy is adopted, provide to the board annual reports that contain the necessary information to help the board judge the effectiveness of the policy and support any required policy changes.

A.4.21: Revise all supervisors' job descriptions (principals and all building-based coaches) to include the expectation that they provide developmental experiences necessary to improve the job performance of their supervisees. The idea is on-the-job application of the principles and concepts acquired during staff development offerings, with coaching for improved implementation and performance.

A.4.22: Prepare a multi-year professional development plan that supports district goals and priorities, works in concert with (or is a sub-plan of) the curriculum management plan, and serves to support school improvement plans. The district professional development plan should be updated annually to maintain alignment with any changing priorities or conditions. The plan should also include the following components:

- A framework for integrating professional development activities with the mission, goals, and plans of the district;
- An expectation for professional growth for all employees, certified and classified;
- A process to provide for organizational, unit/school, and individual professional development in a systemic manner;
- A requirement that professional development be based on data-driven needs assessments (this means not all buildings may require the same trainings);
- Approaches and activities that have historically increased productivity and improved cultural sensitivity and responsiveness;
- Inclusion of district employees in the development, implementation, and review process for professional development planning;
- A process to provide for the three phases of the change process: initiation, implementation, and institutionalization;
- Follow-up or on-the-job assistance to ensure that professional development training is being applied correctly in the classroom and elsewhere;
- An evaluation process that is ongoing, focuses on all levels of the school district, includes multiple sources of information, and is based on actual behavior noted in the classroom; and

- Professional development, from whatever source, entered into a district database and retrievable by managers for planning purposes.

A.4.23: Determine priority areas for professional development across the district, after the development of the district instructional model and analysis of the data contained in this report. Based on the prioritized list, create a schedule for professional development offerings (specifying which are mandatory and which elective) over the course of the next three years. Collect data concerning the effectiveness of offerings and subsequent impact on student achievement to make adjustments to professional development offerings.

Focus areas should include, but not necessarily be limited to, the following:

- Training in the instructional model adopted by the district—what this looks like at the classroom level across content areas and grade levels. The model (see **A.4.13**) should minimally address how teachers group for individualized instruction, how they plan for different and varying academic needs, how they assess for those needs, etc. The model is not about what strategies to use, it's about how to accommodate for the varying student needs found in every single classroom so that no one is left behind and those who can, are moved ahead at an accelerated pace. It also addresses the different objectives that may be needed by different students (rather than just teaching all students the same objective all the time).
- Training in instructional differentiation that not only incorporates different types of activities to engage students with different learning styles and preferences, but focuses intensely on how to group students fluidly for needs-based instruction or reteaching. Such grouping strategies are critical at all grade levels to support student learning in the most effective way, especially with student populations that have historically been underperforming. Reteaching needs to *accelerate* teaching those concepts and skills that students are missing, so they can catch up to on-level peers, but it must take place in small groups so that those who don't need it aren't hindered in their own learning progress. This is in part a component of the RTI model, but with greater sophistication than that model proposes. There may be multiple levels of student ability in a classroom that demand grouping kids differently several times in just a few weeks' time.
- Training in data collection and analysis concerning the grade level and cognitive rigor of materials used in the classroom. Teachers must be informed consumers concerning the types of activities and materials they use with students—too many passive, low-level activities result in low-level learning and students who are not prepared for test success.
- Training in the how to use the curriculum guides most effectively—what are the components that are tightly held? (objectives for students, assessments). What are loosely held? (recommended strategies/approaches, resources and materials). How should teachers use the curriculum within the context of the instructional model?

Ensure that all building-level and district curriculum administrators attend prioritized trainings, as well, to support the instructional leadership and monitoring functions across the district.

A.4.24: Assign all professional development duties to the appropriate administrator under the umbrella of curriculum and instruction to ensure that professional development at all levels aligns to curriculum priorities district-wide and supports the directing plan for curriculum management. The responsible administrator should incorporate all professional development planning within ongoing curriculum management planning.

A.4.25: Expand the tracking of all professional development activity to coordinate with the curriculum department, so professional development planning effectively responds to needs in curriculum delivery. Tracking is partially in place but does not yet coordinate district-wide with curriculum design and development, nor does tracking include the site-based trainings conducted on Wednesdays. Data analyses regarding professional development participation will enable leaders to differentiate offerings and ensure that every employee has the appropriate professional skills to carry out assigned responsibilities.

A.4.26: Update principals' and teachers' job descriptions accordingly (see requirements and expectations, above).

IV. Curriculum Staffing

In the Tucson Unified School District, curriculum development functions have been superseded by curriculum delivery and intervention work, and by meeting the demands of the USP. Curriculum development is a critical function and must precede delivery work to ensure that what is taught to students in classrooms aligns with district goals, priorities, curriculum, and assessments. This also will ensure that students receive the culturally responsive pedagogy required by the USP. Consider the following suggestions to make the development and implementation aspects of curriculum management work together more seamlessly.

Governance Functions: The following actions are recommended to the Tucson Unified School District Board of Education:

G.4.13: Direct the superintendent to draft guidelines concerning the staffing of the Curriculum and Instruction Department and the staffing for coach/teacher specialist positions at the building level. Consider the suggestions outlined in A.4.27.

Administrative Functions: The following actions are recommended for consideration to the Superintendent of the Tucson Unified School District:

A.4.27: Draft guidelines for the staffing of the Curriculum and Instruction Department at the district office. Assign curriculum personnel according to the primary functions of curriculum management district-wide: Curriculum design and development, and curriculum delivery/implementation. Review all the steps outlined in this recommendation to more fully understand the tasks, roles, and responsibilities that fall under each category. To staff these positions without requiring additional resources, consider reassigning personnel from positions in the Student Equity departments and/or personnel serving as teacher mentors.

a. Curriculum Design and Development: Those staff assigned to curriculum design and development need not always be content-area specialists (although they certainly can be). Rather, this is a small core group of individuals who are good writers and have the pedagogical knowledge regarding the most effective instructional strategies and student engagement activities, irrespective of content areas. The best curriculum writers know good instruction and can write objectives and curriculum guides in clear, accessible language.

These individuals are primarily the writers/revisers; they write curriculum according to the input of content experts, but they must be familiar with pedagogical excellence, the instructional model, as well as other district requirements, such as culturally-responsive pedagogy, technology integration, or Sheltered English Instruction. Familiarity with these other components is critical to supporting their integration into the written curriculum.

To perform curriculum design-related functions, (see section II in this recommendation) the core group of curriculum designers/developers pull together committees of building-level staff, curriculum delivery and content area specialists (coaches and selected teachers), and other stakeholders as needed.

Keeping a core group of designers/writers separate from the personnel who work directly with schools and teachers allows the delivery experts more time to work in the classroom so they can serve more schools, teachers, and students.

b. Curriculum Delivery: Consider adding instructional coaches or teachers on special assignment at each school building to support effective and aligned delivery of the curriculum. Define the role of these instructional coaches at the building level and specify how they work in concert with and support the principal and teachers in the building. Consider assigning the coach role to a pair of teachers, which would allow coaches to cycle in and out of the classroom every other year. Continued, frequent contact with students ensures that coaches' skills stay sharp and relevant. Smaller schools may share a coach, if their size warrants it.

In defining the coaches' role:

1. Consider expanding the coaches' role to include mentoring functions on-site, particularly with teachers who are new to the district but experienced in teaching. These teachers typically require less support than brand-new teachers, who may require more formal mentors in addition to what the coaches provide.
2. Require that all building-level coaches be adequately trained in:

- a. Interpersonal competence,
- b. Pedagogical excellence,
- c. Curriculum differentiation (as required by the instructional model),
- d. Technology integration, and
- e. Culturally-responsive instruction.

Those staff assigned to curriculum delivery may be specialists in their content area, but it is preferable that they be mainly experts in quality and effective pedagogy and differentiation for culturally, linguistically, and economically diverse populations. These individuals should be generalists who are experts in quality and effective teaching and learning, regardless of the content being taught. When professional development is needed that requires very content-specific data, a curriculum staff member with expertise in that content area can co-collaborate on the training.

Flexibility in using coaches is paramount; teachers at the secondary level could teach every other year, or every other semester, or even do half-day teaching, half-day coaching. It should be determined by the building principal and the coaches what works best in their respective buildings, but all coaches should have similar duties and scope of responsibility.

Recommendation 5: Establish and implement policies and procedures to provide equal access to comparable programs, services, and opportunities. Eliminate the achievement gap between ethnic groups.

A well-managed school system affords all students with equal access to the programs, services, and opportunities provided by the district. Fairness to all students is apparent in areas such as access to challenging course offerings and placement in special programs, and in consistent expectations that all children can learn. School districts that serve heterogeneous communities have students who require differentiated resources and instructional staff who are trained to meet their needs if all learners are to be given an equal opportunity to experience success in the educational program. Clear direction for special program development and instructional delivery and set goals for improving subpopulation student achievement are necessary for programs to address diverse needs. A comprehensive program will provide the implementation of a program assessment process including assessment for all subject/learning areas of subgroups and collection of data to demonstrate the effectiveness of the program (see Findings 4.2 and 4.3).

Tucson Unified School District's policies, documents, staff interviews, and despite years of concerted efforts, inequities and inadequate access indicate that the system employees were unable to resolve the issues, and the issues remain unresolved. Auditors found that inequalities exist on the basis of ethnicity, gender, economic disadvantage (FARM), and other factors regarding participation in Advanced Learning Environments and special program identification (see Findings 3.3 and 3.5). Board policies contain language addressing inclusion of students with regard to high standards of learning; however, few strategies for addressing inequalities and inequities were being implemented (see Findings 3.3 and 3.5).

Create an approach that is inclusive and require that all educational practices and programs be evaluated using formative and summative student achievement data disaggregated to determine their effectiveness. The curriculum was lacking and/or was not comprehensive and did not address all content areas at all levels (see Findings 2.2 and 2.3), so the delivery of the curriculum is inconsistent from classroom to classroom and school to school (see Findings 3.1 and 3.2). Although differentiated instruction was referenced in documents and school plans, few instances of differentiated instruction were observed by the auditors (see Findings 3.1 and 3.2). Test data show achievement gaps between/among ethnic and other subpopulations (see Findings 3.3, 3.5, and 4.3). Exceptional education students and English language learners are not experiencing success in all educational programs offered by the district. Exceptional education students and English language learners experienced lower graduation rates, higher dropout rates, higher retention rates, and lower achievement rates (see Findings 3.3 and 3.5). The district's Unitary Status Plan, in the form of a desegregation court order, requires equity and

equal access for certain populations, including African Americans, Mexicans, and Hispanics, and, by extension, all students. However, the auditors did not find those conditions (see [Finding 3.5](#)).

In order to overcome, rather than perpetuate, the relative disadvantage that students bring to the educational system, the following recommendations are presented.

Governance Function: The following actions are recommended for consideration to the Tucson Unified School District Board of Directors:

G.5.1: Prepare a directive signed by all board members stating the expectation that the superintendent and all district employees will comply with the both the letter and spirit of the Unitary Status Plan. Publish this letter to all district stakeholders. Develop a policy stating this expectation and use the personnel evaluation system to monitor and enforce this expectation.

G.5.2: Adopt a policy that will provide direction for establishing comprehensive equity and equal access conditions for all students. The policy should include a plan for identifying and implementing specific and focused instructional strategies to raise the achievement of all subpopulations to state standards of performance. Strategies and their implementation should be specific, district-wide, aimed at accelerating the rate of improvement for underachievers, and limited in number at any one time to ensure optimal implementation.

G.5.3: Adopt a policy that will provide for the collection and analysis of data regarding achievement, staffing patterns, and student enrollment in programs and services in disaggregated forms on a regular basis. This data should then be used to eliminate/modify/augment current practices and programs. Require that the results of this analysis be reported to the board.

G.5.4: Direct the superintendent to take whatever steps necessary to change any practices that impede the district's response to the elimination of achievement gaps. Direct the superintendent to develop with principals systemic strategies to help students experience success in the district's exceptional education, English language learner, and Advanced Learning Experiences programs.

G.5.5: Direct the superintendent to provide staff development that addresses diversity, needs for high expectation of all students, and instructional strategies that will assist in reducing the achievement gap.

G.5.6: Adopt a policy that makes a commitment to reduce the high school dropout rate for all students, including exceptional education learners and English language learners.

G.5.7: Direct the superintendent to develop a district curriculum, program, and assessment plan to provide the framework for a consistent educational program available for all students (see Recommendations [2](#) and [4](#)).

G.5.8: Create and adopt policies that require comprehensive program planning in the district. Include directions for the inclusion of exceptional education programs, English language learner, Advanced Learning Experiences, and other programs in support of the general education program.

G.5.9: Direct the superintendent to review all curriculum areas, programs, and interventions to determine equality of access and equitable distribution of resources using achievement data and cost-benefit analysis (see Recommendations [5](#) and [9](#)).

G.5.10: Require that a comprehensive Exceptional Education Program Plan be developed, including mission, vision, goals, and objectives related to improving exceptional education student achievement, along with budgetary implications and an evaluation process.

G.5.11: Require that a comprehensive English Language Learner Plan be developed, including mission, vision, goals and objectives related to improving English language learner achievement, along with budgetary implications and an evaluation process.

G.5.12: Require the superintendent to make periodic reports to the board on the exceptional education program, including achievement of exceptional education students; on the English language learner program, including achievement of English language learners; and the GATE program including the Advanced Learning Experiences.

G.5.13: Require that curriculum effectiveness be evaluated in terms of its impact on the achievement of all students, but most importantly for the exceptional learners, the English language learners, and the other low achieving subpopulations.

Administrative Functions: The following actions are recommended to the Tucson Unified School District Superintendent:

A.5.1: When received, comply with the board's directive to execute your duties in accordance with the both the letter and spirit of the Unitary Status Plan. Publish a directive to all district stakeholders, develop a policy and accompanying regulation stating this expectation, and use the personnel evaluation system to monitor and enforce this expectation.

A.5.2: Prepare drafts for the suggested policies noted above for board review, critique, and adoption.

A.5.3: Develop strategies to improve the achievement of students not experiencing success, specifically exceptional education students and English language learners. Include the following:

- Provide staff training in diversity and differentiated instruction that will strengthen the belief that all students can and will learn.
- Require closer participation with the schools regarding the special education population. This participation should include the modeling of instructional strategies in a regular classroom that includes this subgroup of students. Allow staff to analyze the differentiation employed and develop strategies for implementing these techniques in their own classrooms. Repeat this type of staff development as frequently as needed.
- Provide ongoing administrator support and monitoring to ensure that skills presented during the training are applied in the classroom.
- Hold administrators and teachers accountable for student success through the personnel evaluation system.

A.5.4: Take steps to ensure that all students can meet their achievement targets regardless of ethnicity, primary language, socioeconomic status, or disability status.

- Disaggregate student achievement data by school, level, gender, and ethnicity. Include an analysis of these data and link the analysis to the achievement of school goals and district goals.
- Develop an assessment process and analyze assessment data that measure the effectiveness of the above professional development and the achievement of all students (see Recommendation 7).
- Establish ongoing staff development for administrators and teachers on data collection, disaggregation, organization, interpretation, and use in determining equal access.

A.5.5: Develop a mind-set that in all educational staff that practices and programs need formative and summative disaggregated evaluations to determine their effectiveness pertaining to measurable student achievement. Require the use of these evaluations to terminate, modify, or expand current special program initiatives and practices.

A.5.6: Monitor placements in special education, Advanced Learning Experiences, and English language learner programs for disparities in participation among subgroups by gender, ethnicity, and socioeconomic status.

A.5.7: Prohibit site-based decisions that may cause inequities in course offerings, materials, program models, and practices.

A.5.8: Establish systems, processes, and staffs to oversee all reports, budgets, planning documents, assessments, programs, and interventions to ascertain equal access of all students in all district programs and at all school sites and alignment with district direction.

A.5.9: Develop an exceptional learner program plan to guide the district in achieving the focus and mission of the support program to accomplish increased exceptional learner student achievement.

- Review, revise, and focus on a mission and vision for the exceptional education program;
- Describe district and building organization and define job responsibilities related to the exceptional education program;
- Describe the linkages of exceptional education program to the general curriculum;
- Define a movement toward Least Restrictive Environment and Co-teaching;
- Provide for ongoing exceptional education services and training; and
- Incorporate an exceptional education district and school committee with parents, teachers, community members, and students.

A.5.10: Develop a system for monitoring exceptional education program delivery that includes structured classroom observations to collect data on how the exceptional learner program is being delivered.

- Specify time on task (how many exceptional learners in the room are on-task and off-task when observed);
- Determine the curriculum objective and the cognitive level of the objective that is taught.
- Compare the taught objective to the district general education curriculum for alignment.
- Identify effective teaching practices taking place.

A.5.11: Develop a comprehensive, long-term, districtwide exceptional education staff development plan that includes training for all personnel involved with the design, delivery, and monitoring of the exceptional learner program.

- Identify target areas based on exceptional learner student achievement data and compliance monitoring visits;
- Develop a long-term prioritized training that is required of all professional and support staff;
- Establish a clearinghouse responsible for appropriate personnel so that all staff development needs will be documented;
- Require application of skills and learning with appropriate follow-up coaching and evaluation for all new concepts and skills learned through professional development;
- Require training in walk-through techniques for all central and campus administrators to enhance their skills in monitoring the delivery of the exceptional learner program; and
- Require an evaluation process of all staff development that is ongoing, focused on the actual changed behavior, and reflects exceptional education student achievement.

A.5.12: Take steps to ensure that all students can succeed regardless of ethnicity, primary language, mobility, disability, or economic status.

- Require the use and analysis of disaggregated data pertaining to the needs of the students served or to be served as background information in all reports, planning documents, and programming plans;
- Require regular analysis of disaggregated data pertaining to all district practices (e.g., retention, program enrollment, course offerings, and program eligibility and services to determine disparities and inequalities);
- Develop a process for terminating ineffective programs and interventions and continuing effective ones; and
- Revise enrollment and placement procedures to allow students equal access and to ensure appropriate services to address achievement gaps.

A.5.13: Develop an English language learner program plan to guide the district in following through on the focus and mission of the support program to accomplish increase ELL student achievement.

- Review, revise, and focus on a mission and vision for the English language learner program;
- Describe district and building organization and define job responsibilities related to the ELL program;
- Describe the linkages of the ELL program to the general curriculum;
- Define a movement toward Inclusion and Co-teaching;
- Provide for ongoing ELL services and training; and
- Incorporate an ELL education district and school committee with parents, teachers, community members, and students.

A.5.14: In addition to the positions required by the Unitary Status Plan, conduct a study to determine the staffing needs to implement the USP, especially needs of the directors required by the court, and present the required positions to the governing board for review, revision, and approval. Hire the required personnel when approved by the board.

This recommendation, if implemented, should give the district a means for ensuring equality and equity in the educational design and delivery and success for all students within the Tucson Unified School District. It should provide clear direction for special program development and instructional delivery and set goals for attaining improvement of subpopulation student achievement as necessary for programs to address diverse needs and for all students in the district to have equal opportunity to be successful. The recommendation should drive all program and intervention decisions using student achievement and equity data.

Recommendation 6: Develop a comprehensive district plan for student assessment and program evaluation aligned with the district's strategic and curriculum plans that provides for the systematic collection, analysis, dissemination, and application of student achievement and program evaluation results to promote improved student achievement. Expand board policies to provide direction for formative assessment development and program evaluation and develop administrative procedures that formalize the process for developing high quality formative assessments, conducting program evaluation, and using disaggregated data to improve curriculum design and instructional delivery.

The auditors found that board policies and system plans were inadequate to provide direction to the school district, guide the use of data to address students' instructional needs, and provide direction to teachers and administrators regarding the delivery of instruction (see Findings 1.1, 1.2, and 4.1). The design of the formative assessment program in the district is in the early stages of development. *ATI* is being used as the benchmark formative assessment, though questions have been raised in TUSD regarding the appropriateness of its use as a formative assessment (see Finding 4.3). TUSD does not have a comprehensive assessment system in place to guide the development of high quality, formative assessments of appropriate rigor and reliability at the district level (Findings 4.1 and 4.3). While district staff have prioritized the use of *AIMS* and *ATI* assessment data to make instructional decisions, the design and use of formative, diagnostic data are inadequate to inform instruction and improve student achievement (see Finding 4.3). No comprehensive assessment or evaluation plan exists in the district to guide the development of the formative assessments (Finding 4.1). The scope of student assessment was inadequate to evaluate the taught curriculum in core and non-core courses so as to provide sufficient data for making sound curricular decisions (Finding 4.2). Student achievement results from state and national assessments reflect some improvement in academic performance over recent years, but student achievement in Tucson still remains below state and national averages (see Finding 4.4). Programs are not formally planned, monitored, or evaluated for effectiveness. Use of data to improve student achievement outcomes is inadequate beyond the analysis step and is ineffective in solving curricular and instructional concerns (see Finding 4.3). No evidence was presented to the auditors that the district has used data to evaluate the effectiveness of instructional programs, and there were no confirmed reports regarding any decisions to keep or remove an instructional program based on evaluation results (see Finding 4.3).

Auditors recommend the development of district policies directing the design of a comprehensive student assessment plan to cover all core and non-core courses K-12 and to evaluate of programs to improve student achievement and promote effective use of district resources. Board policy needs to direct the design, development, delivery, and evaluation of the formative assessment program implemented in TUSD. Delivery also needs to focus on professional development of principals and teachers administering formative assessments and how the from those assessments are used to improve curriculum and student achievement (Finding 3.4). The design and delivery of campus-based formative assessments also need to be covered under board policy and the design and delivery mechanisms for teacher development of those exams need to be written into administrative procedures (Finding 1.1 and 4.1). Auditors recommend the development of such policies, prior to the beginning of the next academic year.

The absence of a comprehensive plan for student assessment and program evaluation means the district lacks critical linkages with the curriculum (see Findings 2.1 and 2.3) and, therefore, direction for producing desired learning outcomes. Having an assessment plan and process in place can serve as a means to acquire, organize, and analyze information needed to guide instructional planning; inform teachers about student learning; assess program effectiveness; and make critical decisions regarding the educational program, district practices, and resource allocations. This plan should be in place prior to the beginning of the next academic year.

Governance Functions: The following actions are recommended to the members of the Tucson Unified School District School Board:

G.6.1: Direct the superintendent to present to the board for review and adoption policies that provide the framework for a comprehensive student assessment and program evaluation plan and include the following:

- Develop a philosophical framework for the design of the comprehensive student assessment and program evaluation plan that is congruent with the strategic plan that is being developed by TUSD and that aligns with the curriculum management plan.
- Develop board policies that specifically provide direction to the superintendent and his staff to develop or select high quality assessments aligned with the district curriculum and accessible by all students. The board policies should provide direction for both formative and summative assessment of the curriculum by course and grade.
- Direct the use of data to analyze group, school, program, and system student trends.
- Include an expectation for ongoing formative and summative program evaluation, an explicit set of formative and summative procedures to carry out these expectations, and provisions for regular formative and summative assessment at all levels of the system (organization, program, and student).
- Require that formative, diagnostic assessment instruments be aligned to district curriculum and administered to students frequently to give teachers information for instructional decision making.
- Require that teachers developing formative assessments receive professional development that will enable them to develop valid and reliable formative assessments.

G.6.2: Direct the Superintendent to prepare for board review and adoption a comprehensive student assessment and program evaluation plan as described in new board policies developed under action G.6.1.

G.6.3: Commit adequate resources to support implementation of comprehensive student assessment and program evaluation planning so that 75% of the plan's goals and strategies can be achieved.

Administrative Functions: The following actions are recommended to the Superintendent of the Tucson Unified School District:

A.6.1: Assist the school board in developing policies that provide direction for the development and implementation of a comprehensive student assessment and program evaluation plan as described in governance action G.6.1.

A.6.2: Develop a comprehensive student assessment and program evaluation plan containing the following elements:

- The philosophical framework for the design of the student assessment plan and direction for both formative and summative assessment of the curriculum by course and grade, in congruence with board policy.
- Direction for use of data to analyze group, school, program, and system student trends.
- An expectation for ongoing formative and summative program evaluation, an explicit set of formative and summative procedures to carry out these expectations, and provisions for regular formative and summative assessment at all levels of the system (organization, program, and student).
- Requirement that formative, diagnostic assessment instruments are aligned to district curriculum and are administered to students frequently to give teachers information for instructional decision making.
- Inclusion of a list of student assessment and program evaluation tools, purposes, subjects, type of student tested, timelines, and so forth. Tools should make use of diverse formative and summative assessment strategies for multiple purposes at all levels.
- Specification of responsibilities of the central office staff and school-based staff for assessing all students using designated assessment measures, and for analyzing test data.
- Specification of connection(s) among district, state, and national assessments.
- Description of overall assessment and analysis procedures for use in determining curriculum effectiveness.
- Requirement that aligned student assessment examples and tools be placed in curriculum and assessment documents.
- Specifics regarding how equity issues will be identified and addressed using data sources, including controls for possible bias.
- Identification of components of the student assessment system to be included in program evaluation and specifics as to how these data will be used to determine continuation, modification, or termination of a given program.
- Requirement that principals and teachers as well as other appropriate staff are trained in the development of valid and reliable formative assessments that are aligned to the curriculum.
- Establishment of processes for communicating and training staff in the interpretation of results, changes in state and local student achievement tests, and new trends in the student assessment field.
- Provision for appropriate trainings for various audiences on assessment and the instructional use of assessment results.
- Delineation of responsibilities, procedures, and time frames for monitoring administration of the comprehensive student assessment and program evaluation plan and/or procedures.
- Description of creation of an assessment data system that allows for the attribution of costs by program, permitting program evaluations to support program-based cost-benefit analyses.

A.6.3: Assign responsibility for the development and implementation of formalized procedures for systematic student assessment and program evaluation aligned with the curriculum management plan.

A.6.4: Expand training in formative and summative data access, analysis, and use in facilitating teaching and learning. Extend this training to all instructional staff and administrators and provide systems to connect this training to district-wide efforts to increase student achievement.

A.6.5: Establish clear expectations for administrators and teachers in board policies, job descriptions, and personnel appraisal systems on use of assessment data for diagnosing student needs, evaluating student progress, determining curriculum and program effectiveness, and making decisions in all district operations.

A.6.6: Expect all program evaluations to provide a cost-benefit analysis and recommendations for continuation, expansion, modification, or termination.

A.6.7: Further efforts to use technology to facilitate ease of data collection and use; provide training in its use to ensure its effective implementation system-wide.

These recommendations, if implemented, should give the district a means for ensuring that the formative assessments developed by the district are valid, reliable and of high quality. These recommendations should secure the appropriate use of data to assess student progress and evaluate programs, analyze the results, and ensure that such results are used to make sound decisions about curriculum, instruction, and programs. Additionally, assessment and evaluation data will be available for use in informing students, parents, and other stakeholders of the effectiveness of district staff in educating its students. If this recommendation is not implemented, then the district will miss the opportunity to develop a comprehensive approach to assessing student instructional and teacher instructional delivery needs and will continue to support instructional programs without a strategy for determining if they are effective or not, thus potentially misusing district resources.

Recommendation 7: Develop a district staff development plan that incorporates an emphasis on growth in curriculum design and delivery, effective classroom strategies to engage the variety of learners, fulfillment of the Unitary Status plan, and ongoing professional growth among all employees focused on annual district student achievement goals.

The goal of a quality professional development plan is to increase student achievement. This is accomplished by developing the skills of teachers, administrators, and support personnel in the effective delivery of the curriculum, utilizing instructional strategies that meet the needs of all students. A comprehensive professional development plan is long-term, is focused on student achievement data, and is based on the curriculum and district goals.

The auditors found that there is locally developed policy that lacks specificity for the fulfillment of professional development in the Tucson Unified School District. Without policy and a formal plan, the district is unable to systematically meet the multiple requirements set forth by the district's desegregation plan. Neither are they able to provide a district-focused program that stipulates needed staff growth to meet the academic needs of all students in the classrooms. Auditors also found that the current professional development activities are primarily site-driven and thus vary from campus to campus. The Tucson Unified School District does not have a comprehensive professional development plan to provide the direction for systemic development of all district staff (see [Finding 3.4](#)).

This recommendation provides for a comprehensive professional development plan with central administrative guidance to focus professional development activities based on district goals and coordination at all levels of the district.

Governance Functions: The following actions are recommended to the Governing Board of the Tucson Unified School District.

G.7.1: Develop and adopt a local policy that describes the district's expectation and goals and directs professional development efforts regarding the following:

- Assessing professional development needs in relation to student learning and requirements of the Unitary Status Plan;
- Planning, coordinating, implementing, and evaluating professional development activities in relation to student learning and the Unitary Status Plan; and

- Tracking participation in professional development activities in relation to student learning and Unitary Status Plan requirements through a district-wide data base used for both district-and campus-level training.

G.7.2: Direct the superintendent to develop regulations to implement the professional development policy across the district.

G.7.3: Direct the superintendent to develop a long-range professional development plan. The plan should include a minimum of three years with annual updates that ensure tight linkage to system priorities. The plan should also include the following components:

- The policy recommended in **G.7.1** to direct professional development efforts;
- A framework to integrate professional development activities to the mission of the district;
- A board-adopted expectation for professional growth for all employees;
- A process to provide for organizational, site, and individual professional development in a systemic manner;
- The inclusion of all employees;
- An expectation that professional development is needs driven, supported by data;
- A process to ensure fulfillment of the requirements of the Unitary Status Plan, as well as providing professional development based on needs supported by data, as noted above;
- A focus on proven approaches and activities that have historically shown an increase in productivity;
- A means to include district employees in the development, implementation, and review process for the professional development plan;
- A process to provide for the three phases of the change process: initiation, implementation, and institutionalization;
- A component to require follow-up and on-the-job application to ensure improvement;
- An evaluation process that is ongoing, focuses on all levels of the school district, includes multiple sources of information, and is based on actual behavior noted in the classroom;
- A process for district-wide coordination and a clearinghouse process for all professional development activities; and
- The necessary funding to carry out the professional development goals.

G.7.4: Direct the superintendent to annually report on the comprehensive professional development plan to ensure that the program is meeting board policy and is aligned with district-wide goals. The annual report should include:

- An overview of the process used to assess the professional development needs (data, needs assessment, survey results, etc.);
- A review of the identified professional development needs and the student learning needs these will address;
- A review of what the district as a whole and each campus site are working to accomplish from the professional development activities;
- A compilation of the primary professional development activities offered at both the district and site levels;
- A compilation of the professional development activities that meet requirements set forth in the Unitary Status Plan at both the district and site levels;

- A review of data regarding teacher, principal, and other staff member participation in quality professional development by content area and/or department; and
- A review of evaluation procedures to measure the effectiveness of professional development activities in relation to planned outcomes for both students and teachers.

Administrative Functions: The following actions are recommended to the Tucson Unified School District Superintendent:

A.7.1: Assist the governing board members with the development of the recommended policy.

A.7.2: Develop administrative rules and regulations to implement the professional development policy district-wide.

A.7.3: Assign to the Director of Professional Development, with oversight by the Deputy Superintendent, the responsibility to oversee the development of a comprehensive, long-range professional development plan, as described above and including all requirements from the Unitary Status Plan, for your review and approval (working with the directors of all subjects, both core and non-core). Attention should be given to establishing a reasonable plan with regard to number of priorities and timelines.

A.7.4: Support the role of the principal as a leader in providing professional development for campus personnel; the principal should also work cooperatively with district and site staff who share the responsibility for professional development.

A.7.5: Assign the Director of Professional Development, with oversight by the Deputy Superintendent, the responsibility to report annually on the professional development process, as described above.

A.7.6: Assign the Director of Professional Development, with oversight by the Deputy Superintendent, the responsibility to fulfill all professional development requirements of the Unitary Status Plan.

A.7.7: Provide the resources and funding necessary to create a quality professional development program for all employees of the district.

A.7.8: Assign the Director of Professional Development, with oversight by the Deputy Superintendent, the responsibility for annual evaluation of the professional development plan and program for the assurance that all components are appropriate and fully functional.

Instruction to students improves when teachers and support personnel receive quality training that is translated into action in the classroom. An effective professional development program has a well-designed plan for the effective delivery of curriculum. The staff is aware of the plan and understands the importance of ongoing, quality professional development activities. Additionally, an effective professional development program is monitored and assessed regularly to ensure that student achievement is positively impacted.

Recommendation 8: Refine and expand facilities planning to include all components of comprehensive long-range facilities planning with clear linkage to educational priorities, goals, and objectives in the district strategic plan as well as in funding plans. Incorporate planning for all operations, including and emphasizing information and instructional technology, into the 2014 strategic plan. Identify and aggressively seek external grants and other funding that cohere to the overall focus of the district and aligned with the district's strategic plan as needed to expedite identified improvement needs for technology support services and instructional technology. Ensure that written curriculum to support course offerings in technology are developed in accordance with audit criteria.

Effective school districts provide safe, healthy, and appropriate educational environments and administrative settings that support teaching, learning, and organizational management functions. Ensuring that the facilities are effective environments for 21st century educational practices is a critical component of quality plans. When well written and skillfully deployed, a facilities plan generates community pride and ongoing support for schools and their related district operations. With the 21st century requirements for technological skills in the learning world and the workplace, school districts offering K-12 opportunities for acquisition of these skills and developing ongoing, quality instructional technology planning better prepare their students to succeed.

The auditors found that many of the facilities were constructed in the early 1900s and some have had little remodeling or renovation in recent years. Most schools were observed to be clean and safe, but some were behind in addressing maintenance needs. Recent spending cuts have affected staffing for such positions as custodians, librarians, and classroom aides and are impacting the quality of schools' instructional services. Some schools are more capable of providing support to technology, while others struggle to develop tech capacity. The district level operations are seriously impacted by what is called by many "an antiquated technology system" that creates delays in numerous processing and reporting functions and provides instructional support that varies in adequacy (see Finding 5.2). Further, planning for the design and implementation of instructional technology failed to meet audit quality expectations.

To address the needs identified by the audit team, the following recommendations are offered for consideration by the Tucson Unified School District leaders:

Governance Functions: The following actions are recommended for consideration by the Tucson USD Board of Trustees:

G.8.1: Adopt a policy that calls for the creation and periodic review and revision of a comprehensive, five- to 10-year master plan for facilities development and maintenance. Adopt a similar policy directing long-range planning for information technology.

G.8.2: Require the superintendent to submit for board approval a five- to 10-year facilities plan that (a) includes information derived from curriculum and instruction planning, as well as facility, enrollment, and community population data; and (b) reflects goals, strategies, and related components of the strategic plan to be developed in 2014. Further, require an updated five- to 10-year information technology plan. As appropriate to meet state direction, require integration of the plans.

G.8.3: Direct the administration to develop both an instructional technology plan focused on teachers and students and a technology curriculum offering courses at appropriate levels to support and enhance student learning. Design student skills assessments for each offering and for overall needs assessment in light of 21st century demands for technological knowledge and skills in academia and in the workplace.

G.8.4: Require that the plans be a result of various school- and community-based opportunities for stakeholder input, the expertise of district leaders, the architectural involvement required by *Board Policy FD: Facilities Planning and Development*, and other external expertise deemed advisable.

G.8.5: Require the Superintendent to schedule periodic reports to the board of trustees on facilities and information technology plan implementation progress. Particularly include the impact of the technology improvements on both operational and instructional technology uses. Incorporate these components of progress reporting with those related to the comprehensive strategic plan being developed.

Administrative Functions: The following actions are recommended for consideration by the Tucson USD Superintendent:

A.8.1: Develop updated five- to 10-year facilities and information technology plans responding to the direction in actions **G.8.1-G.8.3** to present to the board for approval.

- Ensure that the technology plan addresses state as well as local requirements.
- Involve the leadership team in establishing a process, format, and contents for the updated facilities plan.
- Continue to update and use the Facilities Condition Index and the Educational Suitability Scores to inform prioritization of facilities planning.
- Ensure that the facilities and technology planning processes include information from curriculum and instruction to facility design and finance and respond to needs identified in the information collection.
- Establish inclusive participation guidelines and ensure solicitation of input from internal and external stakeholders.

A.8.2: Create processes for the integration of all plans into the strategic planning process and final product.

A.8.3: Widely disseminate the strategic plan with the various components integrated into it. Provide the more detailed information as needed, but also develop a succinct and readable public information summary that can be used with parents and other citizens across the district.

A.8.4: Develop a calendar for periodic reports on plan implementation progress for the various components of the strategic plan, with emphasis on facilities and technology updates.

A.8.5: In response to G.8.3, ensure development of a technology skills curriculum with accompanying skills assessments. Similarly, design student skills assessments for each offering and for overall needs assessment in light of 21st century demands for technological knowledge and skills in academia and in the workplace.

A.8.6: As enrollment projections dictate change, continue to evaluate educational facilities for closures and mergers and plan those in accordance with the participatory and data-supported process used in earlier such decisions.

A.8.7: In accordance with audit criteria noted in Finding 2.2, direct the development of curriculum documents to guide all technology instruction at all grade levels where the courses are offered. Ensure accompanying assessments to evaluate the development of identified skills and knowledge.

With implementation of actions recommended to the board of trustees and the administration, the district's framework for urgently needed long-range integrated thinking and planning can be formalized. Clarity of educational goals and their linkage to facilities and technological infrastructure is a primary need in implementing the recommendations. Launching a cohesive technology curriculum and pursuit of grant funding that aligns to the overall focus of the school district and as incorporated in the district's strategic plan can also expedite attainment of the desired results. The district needs a strong framework for united community action to plan for both future school facilities and the technological requirements of 21st century learning environments. Additionally, the district operations and school management functions need a strong infrastructure that supports technology being used as a tool for both student success and operational efficiency for support services. Implementation of the recommended actions and inclusive involvement of the broad community of stakeholders, as already planned in the forthcoming strategic planning process, can create that infrastructure.

Recommendation 9: Develop and implement a policy and procedure that standardizes program and intervention selection based on diagnosed needs, and design and implement the evaluation of program objectives with feedback linked to student achievement. Decision making on the initiation, modification, continuation, or termination of programs and interventions must be based on valid and impartial knowledge of potential value and measured results.

Leaders of effective school systems intentionally plan to systematically evaluate the efficacy of their curriculum and instructional programs against predetermined criteria that are based upon student achievement outcomes. These data are also used to determine selection, value, and funding priorities. Such a system creates and maintains a culture of accountability and related transparency that enables the district to direct its resources towards achieving its established goals and objectives.

As with all curriculum program development, program interventions should follow a rational selection and evaluation process to ensure that they meet desired outcomes, sustain district productivity, and lead to the improvement of student academic achievement with documented assurance. In designing procedures and processes for implementation, it is necessary to control the number of interventions implemented at any point in time to minimize fragmentation and loss of quality. With the proliferation of programs and fragmentation, the system has experienced a loss of critical mass, system energy, and assimilated greater risk of sub-optimization. When the system is overburdened with an excessive number of programs, principals and teachers are unable to distinguish which, if any, program actually helped to improve student achievement. Likewise, in the absence of clearly written procedures, it is difficult to sustain the fidelity of effective programs through changes in leadership and staff.

The auditors found that TUSD has a great number of intervention programs. The majority are grant funded and based in preliminary planning. Although the District Continuous Improvement Plan and the Unitary Status Plan provide guidance, district direction and control are lacking due to the absence of board policy relevant to program interventions. Indicators of lack of district direction are evident in the absence of measurable objectives and evaluations necessary to determine their effectiveness (see Finding 5.3).

Governance Functions: The following actions are recommended to the Tucson Unified School District Governing Board:

G.9.1: Direct the superintendent to prepare for review and adoption a policy (see Recommendation 1) to serve as a framework for the selection, implementation, and evaluation of programs and interventions that includes the following:

- Description of the documented need supported by diagnostic and analysis data collected and considered in the selection of the intervention (see Recommendation 6);
- Evidence that a problem was identified from data analysis, that several alternatives were proposed and examined, and a rationale for the specific program that was selected (see Recommendations 2 and 6).
- A formal plan with goals and objectives to address the identified problem that includes documentation that defines the purpose of the intervention, why it addresses the system need/problem, and how it will affect student achievement. The plan includes design, deployment, and implementation details for the intervention (see Recommendation 2);
- Identification of staff proficiencies needed to implement the program/intervention, appropriate staff development directed at these proficiencies, and a clear communication plan for appropriate audiences (see Recommendation 5);
- The human, material, and fiscal resources (detailed budget) needed and funding sources to initiate the intervention and to sustain it long-term (see Recommendation 7);
- Evaluation criteria for both formative feedback and summative evaluation that are aligned to intervention goals, objectives, and expectations (see Recommendation 6);
- Criteria for continuation, modification, or elimination of programs and interventions as well as assurance of non-duplication of programs or interventions that serve the same or similar purposes and/or targeted populations (see Recommendations 4, 5, and 6); and

G.9.2: Direct the superintendent to prepare for board review and adoption a comprehensive program and intervention plan for new programs/interventions in the district that meets board policy as described in **G.9.1**.

G.9.3: Establish an annual reporting cycle for programs and interventions for administrators to present program/intervention results that include student performance data linked to the goals and objectives of the program/intervention as well as recommendations to continue, modify, or terminate the program/intervention.

G.9.4: Approve funding for programs/interventions based on completed needs assessment, information regarding alignment with the curriculum, student performance data, and the criteria in **G.9.1**.

Administrative Functions: The following actions are recommended to the Tucson Unified School District Superintendent:

A.9.1: Draft the policy to meet **G.9.1** above and present it to the board for adoption.

A.9.2: Create administrative procedures for the implementation of board policy with detailed selection criteria for new programs/interventions to be recommended to the board for adoption. Include the criteria listed in **G.9.1**.

A.9.3: Design an evaluation and reporting format and schedule for programs/interventions that include student performance data sources, alignment to curricular goals, criteria used to measure effective implementation, and the statistical analysis used to measure program effectiveness.

A.9.4: Using the policy criteria in **G.9.1** and the evaluation design in **A.9.3**, develop and implement procedures for eliminating programs that do not demonstrate effectiveness in improving student performance.

A.9.5: Implement the procedures developed for **A.9.2** and **A.9.3** by inventorying current intervention programs, selecting a sample of them for piloting the use of the procedures, and completing the procedures for evaluating the sample. Determine recommendations for continuation, modification, or termination of programs in the sample based on student performance data.

A.9.6: Create a comprehensive data management system to facilitate access to and use of student performance data in the evaluation of programs and interventions.

A.9.7: Provide professional development for administrators on selecting or designing, monitoring, and evaluating programs and interventions using the criteria and procedures developed in **G.9.1**, **A.9.2**, **A.9.3**, and **A.9.4**.

A.9.8: Allocate funding to effectively design, implement, and assess programmatic interventions using student performance data to evaluate effectiveness. Provide future funding in the budget for effective programs/interventions from existing internal funding sources or from long-term external funding sources.

Recommendation 10: Adopt a three-year plan for implementation of a performance-based budgeting and allocation system for all Tucson Unified School District schools, departments, programs, and services.

The auditors found that the Tucson Unified School District funds schools largely upon the basis of enrollment (student head count), and the auditors also found that there are many programs or “interventions” funded by the district, that are designed to address needs of schools but are ineffectively planned or evaluated (see [Finding 5.3](#)). The auditors also found that the funds for the system are controlled by the TUSD governing board, but allocations are generally made without solid information about expectations, costs, and planned results(see [Finding 5.1](#)).

The auditors found that many of the programs and services funded were not implemented in a way to evaluate benefits received from the cost of the program (see [Findings 4.1](#) and [4.2](#)). The Tucson Unified School District leadership team needs to not only develop a budget that is within legally established limits and guidelines, but also respond to the needs of its clientele, with a budget that reflects the educational priorities of the district and organizes funding along programmatic needs instead of enrollment. The challenge is to be able to determine not so much what the funding is, but rather what the funding does. Only then will the governing board and the Tucson community be able to ascertain whether or not they are getting maximum “bang from the buck.”

The monitored results discussed in other recommendations of this audit report must be used in determining budget priorities. Using its resources within the district to link curricular expectations, adopted goals and objectives, and testing and performance feedback data, it would be possible to move ahead with programmatic performance-based budgeting. Tangible connections are needed between the costs and the resultant benefits that accrue from the funded activities of the system.

Programmatic budgeting processes, tailored specifically for the Tucson Unified School District, can offer an efficient way for the governing board, the superintendent, and the TUSD leadership team to determine how well funds are being used in addressing system needs. To do this, all programs and activities of the organization must first be evaluated and reviewed on the basis of performance and cost.

An annual budget, built anew each year, is recommended for use for the basic instructional and support areas of the budget, and linkages are needed with performance (or results) information. The major steps of installing programmatic budgeting include the following recommended actions:

Governance Functions: The following actions are recommended to the Tucson Unified School District Governing Board:

G.10.1: Review programmatic intervention recommendations, evaluate priorities, establish goals for programs and services, and monitor feedback of results.

G.10.2: Confer with the superintendent to identify key components for a board policy requiring improved quality control with a performance-based budgeting process, to facilitate cost-benefit information about programs and services for data-driven decision making in budget planning and implementation.

G.10.3: Once information is available on the impact of allocations based on needs and results, share such information with the community as to system performance in periodic reports, such as a newsletter.

Within such a budgeting system, both finances and curriculum are monitored simultaneously. It is important to note that such a system should not be implemented hastily, nor can it be put into place overnight.

Administrative Functions: The following actions are recommended to the Tucson Unified School District Administration:

A.10.1: Identify various educational activities or programs and group them into broad areas of need or purpose served. Examples might be elementary instruction - personnel, gifted education, district governance (board and superintendent functions), high school instruction, counseling and guidance, K-3 Reading, etc. Try to divide the organization into the most logical (but least number necessary) subgroups based on the existing operating structure.

A.10.2: Build budget “packages” within each of the subgroups that incrementally (or increasingly) deliver the objectives of the area of need or purpose. Any given program could be defined and packaged into units that provide programs and services at different levels of quality and cost; for example, (1) 90 percent of last year’s budget, which allows recovery or savings of previous allocations if better used elsewhere; (2) 100 percent of last year’s budget, which continues the allocation at the current or existing level; and (3) 105 percent of last year’s budget level, which helps increase allocations for program improvement if needed and if it can be evaluated thoroughly both formatively and summatively.

A.10.3: Have program managers prepare packages for their areas with each package representing a level of activity that stands alone but builds sequentially on the previous package. Budget packages should be concise and meaningful. Examples might be minimal services, optimal services, and improved services.

A.10.4: Define a tentative program structure after grouping and compiling budget packages.

A.10.5: Include in each program area (package group) a goal statement that clearly expresses the purpose of the program or activity serves. Compile goal statements and budget packages, and give to appropriate staff to gather data to best describe service levels, program outputs, and cost benefits.

A.10.6: Define organizational performance data, appropriate involvement of staff (including principals and teachers), current and desired service, and program objectives. Prepare guidelines and recommendations and give them to those who will develop the program budgets.

A.10.7: Compile budget packages, including costs, into a work sheet with instructions for evaluating and ranking. Priorities must be set among competing intentions to facilitate allocations up to the predetermined funding levels. Couple past cost information, especially expenditure percentages, with performance data and develop recommendations to guide preliminary budget-building estimates.

A.10.8: Give budget program packages to the appropriate program directors and staff for evaluation and ranking, and publish compiled results in a tentative budgeted program package list in order of ranked priority.

A.10.9: Make final decisions in allocation priorities based upon measured effectiveness of programs elements, revenues available, the appropriation levels to be authorized, and the program funding priorities and rankings by the administration. Recommended to the governing board for funding and budget approval as required by law.

Given this approach to budgeting, the process of changing funding or allocation levels is based on “how well is this program or activity doing?” instead of “how much did we spend last year?” Top management, the governing board, and the Tucson community will have a more complete idea of what is funded (and what is not) in operations, programs, and services of the Tucson Unified School District. Tangible connections between results and costs will be abundantly evident, and productivity stands a greater likelihood of improving.

The Tucson Unified School District needs a credible rationale and an effective system for appropriating and/or reallocating finances, especially from aged, obsolescent, or unproductive programs and activities to new, emerging programs or activities of high priority based on organizational effectiveness, changing needs of clientele, or produced results. Moreover, valid linkages need to be identified among organizational objectives, results, and costs in the process of improving quality control and system prudence with its financial resources. It will be far easier to explain why certain portions of the budget are increasing (and perhaps why certain portions are decreasing) each year.

Again, it is important to stress that it may take three or more years to develop such a budgetary system, and the budget's cornerstones must be curriculum unity⁷ and monitored performance in the Tucson Unified School District.

⁷ Quality control results from unity of purpose, activity, and assessment, or in educational systems there is a cycle unifying what is taught, when and how it is taught, and what and how it is assessed. (See the quality control triangle in the Introduction section of this audit report.)

V. EXECUTIVE SUMMARY

A Curriculum Audit is an “exception report” similar to a financial audit. Data are gathered by the curriculum auditors from three sources—documents, interviews, and on-site visits—and compared to audit standards and indicators. A school system is not compared to other systems but is evaluated on its own merits based on Curriculum Audit standards.

The auditors conducted a Curriculum Audit of the Tucson Unified School District (TUSD) during January 2014. TUSD policies, plans, curriculum, access to the educational programs and activities, student achievement, and productivity of the support offices and programs were analyzed and evaluated against a set of predefined standards and indicators of quality, noting any discrepancies from the standards. These constitute the *findings* of the audit. The auditors then provide recommendations to help the district address the discrepancies noted in the report. The recommendations represent the auditors’ “best judgment” regarding how to address the discrepancies contained in the report. It is expected that the superintendent and his staff will review the findings and recommendations and make decisions regarding how and when to address the suggested steps for resolving the discrepancies in relationship to the audit standards. The recommendations serve as the *starting point* for a discussion of how to deal with the documented findings.

Standard audit practice is that the superintendent and the district’s governing board *receive* an audit, but they do not *accept* or *approve* it. After review of the audit report, the board may request the response of its superintendent of schools to the audit recommendations. When the superintendent’s response is received, then the board makes a determination regarding how it will act upon the recommendations. In this manner, the superintendent and the board become accountable for what occurs in the school system after an audit report.

Overview. The Tucson Unified School District is a large urban school district and is comprised of a culturally and linguistically diverse student population. TUSD has many issues related to student achievement, which is challenged by rigorous state standards and state assessments. Historically, the school district has substantially decentralized the system, investing each school with considerable freedom in the areas of finance, curriculum, programs, and personnel. However, the system has noted serious achievement gaps among various student subgroups, and the goal of equal success in learning for all students has not been realized throughout the Tucson Unified School District.

The superintendent has established measurable goals for the Tucson Unified School District for 2012-13, which are being used as well in 2013-14 to focus the direction of the school district as it begins the process of developing a strategic plan. The goals include:

ACHIEVEMENT:

- Continue the achievement goals in reading and writing and increase student achievement in Mathematics by improving the district passing rate at all levels on *AIMS* by 10 percent.

STUDENT ENROLLMENT:

- Increase the percentage of students who reach the number of credits to become freshmen and sophomores by 5 percent.
- Meet the goals identified in the Unitary Plan.

TRANSPORTATION:

- Develop transportation models, with detailed cost and efficiency data to analyze and implement student assignment requirements in the Unitary Status Plan.
- Develop and distribute a school site and department satisfactory survey.
- Sustain high level of school site and department satisfaction with Transportation communication and service revealed in October and April survey results.

CLIENT SERVICE:

- Conduct intensive training sessions for office managers, front office staff, and district-level customer contact personnel no later than March 2013. This will include a system to assess the transfer of concepts taught.
- Using the pilot created during the 2011-12 school year, create and implement a district- wide secret shopper program to assess the public's perception of our customer service orientation. This will include the development of standards and periodic assessments of progress at a minimum of three times during the year. The first assessment will serve as the baseline and will be done before the training is administered. The outcomes of three visits will be reviewed by Cabinet Members and presented to the Board, and plans will be developed to encourage continued efforts or remediate individuals who are deemed to not meet the standards. Metrics will be determined following the 1st assessment.
- Streamline and enhance the district enrollment and registration processes to ensure that students are enrolled and registered in an efficient manner that yields a high level of customer satisfaction. This will be measured through a process designed to solicit feedback from as many parents as possible.
- Create and administer an employee climate survey. Each school will administer the climate survey focusing on the administration and overall environment. Results will be reviewed by district leadership and a summary will be provided to the Governing Board. As part of the process, the survey administered will be done by a neutral third party.

GRANTS:

- Increase competitive grant funds and outside donations, including partnership contributions, by 5 percent for the 2012-13 school year.

DESEGREGATION:

- Develop the system to successfully implement the requirements of the Unitary Plan.

SCHOOL MASTER PLAN:

- Develop and implement the school master plan.

OTHER DISTRICT GOALS:**Achievement –**

- Continue to reduce the number of schools labeled “D” at all levels and increase B and A schools. Reduce 75 percent of the D schools with emphasis on Double “D” schools.
- Continue to improve the overall culture & performance of turnaround schools.
- Reduce overall enrollment decline for the 2012-2013 school year.

The school district is facing strong challenges, among them closing the achievement gap among its linguistically and culturally diverse student populations and complying with the components of a court mandated and monitored Unitary Status Plan.

The superintendent was prudent in requesting an external, objective, and incisive scrutiny of the system. If the Tucson Unified School District is to enhance the quality and performance of its curriculum and impact student achievement outcomes, then an external, standards-based review process can assist a district in prioritizing its direction and improvement strategies. This audit report will help clarify issues confronting the system that are worthy of focus and that need improvement in the future in order to take the entire system to the next level of quality.

Included in the audit findings are issues pertaining to inadequacy in educational organization structures and job descriptions, absence of policy in several critical areas related to teaching and learning, shortcomings in uniform policy and procedures across the system, inequity in educational opportunity and success, incongruent educational programming across the system, insufficient quantity and quality of curriculum documents,

ineffective use of feedback information in decision making, and inconsistent attention to individual client needs and services in instruction and the allocation of resources.

The audit team visited a random sample of 89 schools including all configurations (K-5, K-8, 6-8, etc.) in the system, and the audit team also interviewed approximately 310 individuals during the site visit, which took place the week of January 27-February 1, 2014. Over 1,000 documents were obtained from the system, which the auditors reviewed. A list of those documents is found in the Appendix of this report.

The audit examined quality control and teaching and learning operations across the entire system in five standards or areas:

1. Control (governance, leadership, and organizational structures)
2. Direction (curriculum design and delivery)
3. Equity and Connectivity (equal access, equality of student success, and coherence of the system)
4. Feedback and Assessment (evaluation of programs, services, instruction, and operations)
5. Productivity (use of financial resources, nature of facilities and environments, and interventions)

An abbreviated summary of the findings in the above five standards follows:

Control and Governance. The auditors found the Tucson Unified School District's board policies, rules, and regulations to be inadequate in both content and specificity to guide all necessary aspects of curriculum management and the educational program. Several policies in the curriculum management areas of control, direction, connectivity and equity, feedback, and productivity were either weak or absent. More specifically, no board policies or administrative regulations clearly require specific or similar curriculum requirements that would help teachers demonstrate student mastery of critical learner objectives aligned with accountability measures. Policies related to assessment and curriculum contain no direction for formative assessment instruments, denying teachers access to information about student progress in their mastery of learner objectives on a frequent basis.

The auditors also reviewed documents and conducted interviews relative to planning processes in the school district. They observed no clearly identified direction in policy from the school board regarding expectations for planning processes and documents, which would ideally incorporate state expectations and extend beyond those to localized intentions. The current planning process for the school district leans heavily on the state requirements for an LEA Continuous Improvement Plan (CIP). The CIP focuses on one year at a time, thus minimizing the long-range views and goals that also need attention. The district currently lacks several anticipated planning documents: for example, curriculum management, staff development, and student assessment and program evaluation plans.

Regarding the organizational structure of the school district, the auditors found that the organizational charts were inadequate and were missing crucially important functions and operations for effective quality control. The TUSD organizational chart was found by the auditors to be missing two of the three important quality control components, seriously eroding capabilities to design and deliver effective teaching and learning.

The auditors also found that job descriptions were inadequate in delineating qualifications and clear links to the chain of command. Only one job description included a clear statement of direct report. The remainder of the job descriptions contained either no statements or general statements. Most job descriptions did not list subordinates under the position's direct supervision. Nearly one-third of the job descriptions reviewed included qualifications that lacked adequate statements of education, certificate or licensure, and/or knowledge, skills, and abilities. In addition, auditors noted multiple instances of inconsistency between job descriptions and the organizational chart, overlap and redundancy of responsibilities, and outdated "inactive" job descriptions available within the same data base as "active" job descriptions. None of the job descriptions were rated "exemplary" in any of the four critical elements.

Curriculum and Direction. The auditors found that curriculum management planning is inadequate and unfocused in the Tucson Unified School District. Planning for the development, implementation, monitoring,

and evaluation of the district curriculum was inadequate. Board policy was inadequate to provide direction to district administration for the written curriculum. No district documentation was presented that provided evidence of an aligned, tightly held curriculum that allows teachers and school leaders to make appropriate site-level decisions in the best interest of their students. The district lacked an adequate philosophical framework for the design of district curriculum, requirements for a specific review cycle in all subject areas and grade levels, and definitions of the stages of curriculum development. Curriculum planning in terms of roles and responsibilities for the design and delivery of the curriculum, for the formats and components of the written curriculum, and the use of state standards in a frontloaded approach was evident in some areas of curriculum planning and development, but was inconsistent and inadequate overall.

Current requirements for curriculum design are inadequate to support teachers' differentiation of instructional approaches, to direct the use of assessment data in instructional decision making, and to evaluate programs and curriculum content both formatively and summatively. Although the presence of professional development was noted, there was no comprehensive staff development plan. Additionally, no communication plan for sharing the processes of curriculum design and delivery existed. Expectations were evident and verbalized, but no procedures were in place for monitoring the delivery of the curriculum. The lack of written direction for curriculum management functions is also evident in the structures and staffing in place at the district level.

The auditors discovered that the quality of the approved curriculum was inadequate to guide teaching. Existing documents (n=28) had an overall mean rating of 5.7 out of a possible 15 points when analyzed for specific design elements. No approved curriculum documents attained the minimum acceptable score of 12 points. About one-fourth of all teachers who responded to the teacher survey reported finding the curriculum useful for planning, while one-fifth reported finding it not useful.

Finally for this section, the auditors found that the board policy did not specify any expectations for the design and alignment of components of the district curriculum. Auditors searched for content and cognitive congruency among three areas: between classroom artifacts and district *ATI* benchmark assessments, Arizona standards and district *ATI* benchmark assessments, and district *ATI* benchmark assessments and *PARCC* sample assessments. A congruent curriculum in both content and cognitive domains would prepare students from their daily work, their *ATI* benchmark assessments, and finally state *PARCC* assessments. Students most likely struggle with *ATI* benchmark assessments because the classroom artifacts evaluated by auditors did not meet the criteria to be considered congruent for either content or cognitive type. While the *ATI* benchmark assessments do align in content with standards used to guide instruction, they do not align with the cognitive type necessary for students to master the standard. Finally, there is a lack of congruency between the district benchmark assessments and the state *PARCC* assessments, with the exception of the content for English language arts.

Connectivity and Equity. The district's design for equal access to the curriculum and equitable treatment of students is inadequate, and delivery is ineffective. There is an expectation in the Tucson Unified School District that principals should supervise the educational program in their schools and that they should serve as coaches for the teachers in their buildings. Even so, monitoring of the curriculum is inconsistent from one building to the next; principals cited difficulties in having time to be in classrooms because of meetings, disciplinary issues, or no building support (such as an Assistant Principal). A number of teachers reported never seeing their building administrator, while others reported seeing him or her often. Written direction regarding the philosophy, purposes, instruments, and results of monitoring is inadequate to ensure proper support and oversight of the delivery of curriculum.

The auditors also learned that the Tucson Unified School District provides educational services for gifted education, special education, and English language learners through a variety of models in the district. Not all of the models are offered at every school; however, the district provides transportation for students to attend a school that provides the needed services. The district has several board policies addressing equity and equal opportunity for learning and nondiscrimination. The policies fail to provide specific guidance in the design and delivery of the instructional programs to ensure student success. In addition, the ELL program uses a curriculum separate from the general curriculum, while exceptional education material is considered to be supplemental, and gifted and talented is considered "differentiated." Auditors identified multiple inconsistencies and inadequacies

in a number of these programs' practices. Specifically, inequities were noticed in identification of ethnicities in special education and GATE. Discipline, retention, and graduation rates, as well as gaps in student achievement, raised concern as to the equal opportunity for all students to be successful. An expectancy that every student was capable of achieving and will learn was lacking.

Professional development is occurring in the Tucson Unified School District at the district and campus levels to varying degrees, and some components of a professional development plan are in place. However, the current components do not provide for focused, ongoing training for all employees of the district. Additionally, the auditors learned there is no vehicle to ensure that initiation, implementation, institutionalization, and evaluation occur and that student performance increases as a result of improved staff performance.

The Tucson Unified School District has been under court order to provide equity and equal access for more than 30 years. However, an adequate design for those efforts—the Unitary Status Plan—is in the first year of implementation, and many necessary and required supporting plans and infrastructure have not been completed or put into place. Therefore, auditors concluded that the overall design for equity and equal access is inadequate. Delivery of equal access and equity is also ineffective. The composition of the staff was inconsistent with the district's policy commitment to diversity and the court's requirement for it. Enrollments in the Advanced Learning Experiences (ALE) (e.g., University High School and Advanced Placement, honors, and gifted and talented courses) did not reflect the ethnic and gender characteristics of district students. The same is true for disciplinary actions, retentions in grade, and exceptional education placements. Achievement gaps existed among students groups, and many gaps cannot be closed at current growth rates in the percentages of students performing satisfactorily on *AIMS* tests. Given these facts, the audit team concluded that delivery of equal access and equity in the Tucson Unified School District is ineffective.

Feedback and Assessment. The auditors found that planning for student assessment and program evaluation is inadequate. There is no written comprehensive assessment and program evaluation plan for the TUSD. Further, TUSD lacks language within its board policies to appropriately govern student assessment and provide program evaluation direction.

The scope of the formal student assessment in the Tucson Unified School District is inadequate when viewed across all grade levels and curriculum offerings. The auditors learned that only 42 percent of the curriculum offerings in the district are formally assessed. At the elementary level, the scope of assessment for the core areas of English language arts/reading and mathematics is 100 percent and the scope for science is 17 percent. No assessments were identified for the core area of social studies. In grades 6-8, courses in English language arts/reading and mathematics are fully assessed, with the remaining core areas of science and social studies falling short of the audit criterion of 100 percent (33 percent for science and zero percent for social studies). The scope of assessment in grades 9-12 is adequate for English/language arts and mathematics but is otherwise inadequate in all other core areas.

The auditors also found that the district has focused its formative assessment system on the *ATI* Galileo assessment systems. The formative assessment system in place meets 47 percent of the audit's formative assessment criteria (80 percent is a passing score). Auditors noted inadequate board policy guidance to provide direction to a comprehensive student assessment and program evaluation system that includes program evaluation and a formative assessment system. Although the auditors found the district moving toward using data more consistently, there is significant variation among schools and staff members regarding data usage. The transition of *ATI* to a comprehensive benchmark assessment for predicting *AIMS* performance has modified the original formative intent. The auditors found that Tucson Unified School District lacks a plan to guide decision making for improved student achievement.

Regarding student achievement in the Tucson Unified School District, the auditors learned that student performance has improved from 2008 to 2013 in most grades and subjects. However, on the *AIMS* exams, Tucson Unified School District students have consistently performed lower than statewide averages. The performance gap between Tucson Unified School District and statewide grade level cohorts has widened in math; however, district cohorts have increased proficiency in reading more rapidly than their peers statewide. Conversely, *SAT 10* data indicate that Tucson Unified School District students are improving more in math than

in reading, and that when compared to peers nationally, Tucson Unified School District students are achieving higher levels in math than in reading. Math is also the highest scoring content area for Tucson Unified School District students on the *ACT* and displays the smallest gaps between student and state performance. Tucson Unified School District students have consistently performed lower than national and statewide averages on the *ACT*, and composite performance has declined over the past three years.

Resources and Productivity. The auditors determined that current budget development and decision-making processes of the Tucson Unified Schools are not yet fully adequate in assuring system-wide cohesion and productivity. The absence of formal program assessment to verify program efficacy results in there being no systematic linkage between funding and board adopted priorities. Without cost-effectiveness data on allocations for programs and service, the system could end up serving the students and community ineffectively, inequitably, or inconsistently.

Overall, school facilities were found to be adequately maintained, clean, and functional. The auditors found that, for the most part, facility availability was adequate for district administrative functions, although access to more consolidated venues of services could contribute to efficiency of operations and enhance ease of access to offices for providing services and enhancing collaboration. The need of highest urgency that emerged from the auditors' review of systems and operations was updating and expanding the technology systems, hardware, and software to provide quality educational support to teachers and students in all schools and to reduce the inefficiencies in daily management of personnel and finance functions at both district and school levels. Slow processing of such actions as purchasing equipment or materials, hiring of staff, and receiving custodial and maintenance services is affected directly and indirectly by both the recent staff reductions caused by changes in state funding and the weaknesses in the technological support systems. Hiring processes are in need of immediate modifications to expedite filling teaching vacancies with qualified personnel. The planning activities to support instructional technology failed to meet audit criteria for quality instructional technology services.

The auditors also learned that TUSD has a great number of intervention programs. The majority are grant funded. Although the District Continuous Improvement and the Unitary Status Plans provide guidance, district direction and control are lacking due to the absence of board policy relevant to program interventions. Indicators of the lack of district direction are evident in the absence of measurable objectives and evaluations necessary to determine program effectiveness. The TUSD Induction/Mentoring Program also lacked many of the basic components needed in determining adequacy as a district intervention.

Recommendations. The auditors provided recommendations for the governing board and the superintendent intended to ameliorate and improve the curriculum management system in the Tucson Unified School District and to foster quality control in teaching and learning. The key recommendations include the following:

Recommendation 1: Review, revise, adopt, and implement current policies (governing board) and corresponding administrative regulations (superintendent) to obtain quality control with adequate elements of policy, planning, and organizational structures needed for sound curriculum management and to effectively accomplish the district's mission and goals.

Recommendation 2: Modify planning processes and integrate plan documents to incorporate characteristics of effective planning practices and enhance the cohesiveness of district and school documents to lead ongoing improvements of student achievement and organizational support functions. Ensure that plans are used regularly in decision making at all levels of the organization.

Recommendation 3: Adopt a policy governing administrative functions and the management of job descriptions and the table of organization. Revise the Superintendent's Organizational Chart consistent with sound curriculum management principles for quality control. Configure personnel to reestablish quality control positions in curriculum design (development) and curriculum deployment (implementation) to ensure that the essential functions relating to curriculum design and delivery, assessments, data management and interpretation, professional development, and program evaluation are properly managed. Prepare and adopt a set of quality job descriptions to better define role responsibilities and supervisory functions.

Recommendation 4: Develop and implement a comprehensive curriculum management plan that includes a system for revision of the existing curriculum to promote deep alignment of the written, taught, and assessed curriculum.. Develop and implement a comprehensive curriculum management system that coordinates and focuses all curriculum management functions; prioritizes curriculum development in all content areas; incorporates clear expectations for rigor in instruction as well as in student materials and resources; supports instruction that is culturally responsive; requires the development of deeply aligned, authentic formative and diagnostic assessment tools; and defines and prioritizes the effective delivery of curriculum in every grade level and course.

Recommendation 5: Establish and implement policies and procedures to provide equal access to comparable programs, services, and opportunities. Eliminate the achievement gaps among ethnic groups.

Recommendation 6: Develop a comprehensive district plan for student assessment and program evaluation—aligned with the district’s strategic and curriculum plans—that provides for the systematic collection, analysis, dissemination, and application of student achievement and program evaluation results to promote improved student achievement. Expand board policies to provide direction for formative assessment development and program evaluation, and develop administrative procedures that formalize the process for developing high quality formative assessments, conducting program evaluation, and using disaggregated data to improve curriculum design and instructional delivery.

Recommendation 7: Develop a district staff development plan that incorporates emphasis on growth in curriculum design and delivery, effective classroom strategies to engage a variety of learners, fulfillment of the Unitary Status Plan, and ongoing professional growth among all employees for the goal of increased student achievement.

Recommendation 8: Refine and expand facilities planning to include all components of comprehensive long-range facilities planning with clear linkage to educational priorities, goals, and objectives in the district strategic plan as well as in funding plans. Incorporate planning for all operations, including and emphasizing information and instructional technology, into the 2014 strategic plan. Identify and aggressively seek external grants and other funding as needed to expedite identified improvement needs for technology support services and instructional technology. Ensure that written curricula to support course offerings in technology are developed in accordance with audit criteria.

Recommendation 9: Develop and implement a policy and procedure that standardizes program and intervention selection based on diagnosed needs, and design and implement the evaluation of program objectives with feedback linked to student achievement. Decision making on the initiation, modification, continuation, or termination of programs and interventions must be based on valid and impartial knowledge of potential value and measured results.

Recommendation 10: Adopt a three-year plan for implementation of a performance-based budgeting and allocation system for all Tucson Unified School District schools, departments, programs, and services.

In summary, the superintendent and the governing board are working on a strategic plan to lead the Tucson Unified School District on a path to educational excellence. To make sure they are focused in their efforts to achieve educational excellence, they held their own educational system up for public scrutiny, and they voluntarily requested this rigorous analysis of the quality and needs of the district. The Curriculum Audit provides information that the board and superintendent can use in the coming months and years to fully achieve their goals, including improving the academic achievement of all students. Given attention to the findings of this audit, commitment to use the recommendations in formulating an agenda for improvement, and continued support from the city and county leadership as well as the residents of Tucson, the children attending the Tucson Unified School District will reap many benefits from a focused and reinvigorated school district.

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VI. APPENDICES

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Appendix A

Auditors' Biographical Data



William K Poston Jr, EdD

William K. Poston Jr. is Emeritus Professor of Educational Leadership and Policy Studies at Iowa State University in Ames, Iowa, where he served from 1990 to 2005. Bill began his educational career as a math and physics teacher, and he accumulated 25 years of experience in educational administration including five years as secondary school principal, and 15 years as a superintendent in Tucson, Arizona; Phoenix, Arizona; and in Billings, Montana.

He has many distinctive professional achievements, including service as the youngest-elected international president of Phi Delta Kappa, selection as an Outstanding Young Leader in American Education in 1980, and recipient of the Distinguished Alumni Award from the University of Northern Iowa.

He has authored numerous professional articles and has published over a dozen professional books including *School Budgeting for Hard Times: Confronting Cutbacks and Critics* (2010), and *School Finance* (Chapter in Handbook of Educational Leadership). Dr. Poston taught school finance and school business management at Iowa State University, and he was the founding Director of the Iowa School Business Management Academy, sponsored by the Iowa Association of School Business Officials.

Dr. Poston completed his curriculum auditing licensure in 1988, and he has led over 75 audits in many states, and a few foreign countries.



Kay Coleman, MEd

Kay Coleman is an independent consultant and retired school administrator having served in the roles of Assistant Superintendent for Educational Services in two urban districts in Phoenix, Arizona, as well as Executive Director of a BOCES in rural Colorado. Over her 35-year career in public education she was a classroom teacher, reading specialist, elementary principal, and director of curriculum and instruction in urban and suburban areas and currently works as a director of an aspiring principal program at Arizona State University.

Mrs. Coleman's areas of expertise are in curriculum development, professional development, instructional leadership, program evaluation, and early literacy. She conducts workshops and seminars in her areas of expertise nationally and within the state of Arizona. She has served as principal investigator and co-principal investigator of several systemic change projects in mathematics through the National Science Foundation and the U. S. Department of Education as well as a contributing author on a number of books on teaching mathematics and literacy. She earned her M.Ed. from Arizona State University and was trained as an auditor in 1992 in San Antonio, Texas.



Maureen Cotter, EdD

Maureen Cotter is an organizational development consultant specializing in governance and leadership training for school boards and executive staff. Dr. Cotter has over 25 years of experience in education, political and policy advocacy, and governance. She is a former high school teacher and central office professional. Her research interest is in examining governing and leadership practices that support student achievement. Dr. Cotter is serving her fourth term on an elected school board and is the current chair. She has a Doctorate in Education Leadership from Johnson & Wales University, M.Ed. in education administration from Providence College, and MS in physical education from the University of Rhode Island. Maureen completed her audit training in Tucson, AZ in 2009 and has participated on audits in Massachusetts and North Carolina.

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Appendix A (continued)
Auditors' Biographical Data



Jim Ferrell, EdD

Dr. Jim Ferrell grew up in southwestern Oklahoma and now lives in Tulsa. He currently works at Northeastern State University in the College of Education where he serves as chair of the School Administration Program. He also serves as director of the Leading Educators Academically Rural Network (LEARN) Program. This program works with future teachers who know they want to teach in a rural environment. The program concentrates on research and the application of theory to practice in the diverse rural environments. Prior to this assignment, Dr. Ferrell served six years as a middle school principal and 12.5 years teaching secondary social studies and Spanish. He received his B.A. in history from Oklahoma City University; his MA in history from the University of Central Oklahoma; and, his EdD in school administration from Oklahoma State University. Dr. Ferrell received his curriculum auditor training in Tucson, Arizona, in 2008.



Diana Gilsinger, EdD

Dr. Diana Gilsinger retired from public education as Deputy Superintendent in Battle Ground School District in SW Washington. In her 28-year career, she has provided leadership for Curriculum, Finance, Technology, and Equity Services and partnered with the Superintendent to provide leadership for comprehensive planning and implementation of school improvement. She has also held positions as Assistant Superintendent for Educational Services in both Washington and Arizona; K-8 school administrator, special programs director and a variety of teaching positions. She currently provides professional development and program consultation through Kiva Educational Consulting, LLC. She has directed numerous curriculum alignment projects and provided a variety of workshops and in-services for school districts as well as state and national conferences. In addition to her work as auditor and consultant, Dr. Gilsinger serves as Grand Canyon University faculty supervisor. Dr. Gilsinger earned her MEd. in Educational Technology and her EdD in Educational Administration from Arizona State University. She completed her audit training in Tucson, Arizona in 2003.



Susan Penny Gray, PhD

Dr. Gray has been an educator for more than 40 years in Indiana and California, including 15 years as Director of Curriculum Services for the San Marcos Unified School District in San Marcos, California and 10 years as a member of the Educational Leadership faculty at San Diego State University teaching in the administrator credentialing program. She has served on academic achievement teams conducting comprehensive on-site assessments of the educational operations of school and community college districts in California. Dr. Gray earned her undergraduate degree from the University of California, Santa Barbara, and her master's degree from San Diego State University. She received a doctoral degree in educational leadership through the Claremont Graduate University/San Diego State University Joint Doctoral Program. Dr. Gray has served as a curriculum management auditor for school districts in California, Washington, Texas, Ohio, Arizona, Maryland, New York, Pennsylvania, Bermuda, North Carolina, and Missouri.

Appendix A (continued)
Auditors' Biographical Data



Meredith G. Hairell, MEd

Meredith G. Hairell currently serves as the Advanced Academics Coordinator and AVID District Director for the Victoria Independent School District in Victoria, Texas. She has also worked for the Education Service Center, Region 20, as an Educational Specialist in English Language Arts and Reading. She has taught in both the public and private sectors at all levels in Texas and Ohio. Ms. Hairell holds Master of Education degrees in Curriculum and Instruction from the University of Houston in Houston, Texas, and Educational Leadership from the University of Houston—Victoria in Victoria, Texas. She completed her audit training in Tucson, Arizona, in 2009.



Holly Kaptain, PhD

Holly J. Kaptain is currently the Executive Director of Curriculum Management Systems, inc. She has worked in public education for over 20 years and most recently in higher education at Iowa State University, where she was a research assistant in bilingual and two-way immersion programming for culturally and linguistically diverse students. She is a CMSi (Curriculum Management Systems, Inc.) licensed trainer in deep curriculum alignment and has participated in over two dozen audits in 11 different states since 1996.

Dr. Kaptain graduated with a B.A. from St. Olaf College in Minnesota and completed curriculum management audit training in St. Paul, Minnesota in July of 1996. She completed her M.S. in Curriculum and Instruction and her Ph.D. in Educational Administration at Iowa State University. She has presented at regional and national conferences on bilingual education research, instructional efficacy, and curriculum design. Dr. Kaptain is a member of Phi Delta Kappa, the National Association for Bilingual Education, the American Council of Teachers of Foreign Languages, as well as other honor and professional organizations.



Sarah McKenzie, PhD

Dr. McKenzie is the Director of Assessment, Research, and Accountability for Fayetteville Public Schools in Arkansas. Sarah McKenzie has taught Pre-K to university level, has provided training and consulting to public school districts, and has presented nationally and internationally on educational statistics. She received her B.S. in literature from Claremont McKenna College, M.A. in Early Childhood Education from Mills College, and Ph.D. in Education Statistics and Research Methods from the University of Arkansas. Dr.

McKenzie completed her curriculum audit training in Tucson, Arizona in 2010, and has participated in audits in Massachusetts and Texas.

Appendix A (continued)
Auditors' Biographical Data



Eve Proffitt, EdD

Dr. Proffitt is the Co-Director of the Innovation Lab at the University of Kentucky and the Kentucky STEMx Network. She previously was the Dean of Education, the Associate Dean for Graduate Education and Professor of Education at Georgetown College, Kentucky. She is retired as Director of Student Achievement and Disability Law for the Kentucky School Boards Association, and formerly she was an Assistant Superintendent of Instructional Support, the Director of Special Education, a building principal, a federal grants writer, and a teacher for the Fayette County Schools in Lexington, Kentucky. Dr. Proffitt has extensive experience in educational administration, curriculum development, collaboration and inclusion, differentiated instruction, innovation and next generation learning, and disability law. She serves as a consultant statewide and nationally on special education curriculum, co-teaching, and differentiated instruction. Dr. Proffitt received her MA degree from Eastern Kentucky University and her EdD from the University of Kentucky. Dr. Proffitt received her audit training in Tucson, Arizona, in January, 1989. She is a lead auditor and a former board member for CMSi. Eve is an international Past President of Phi Delta Kappa, International.



James A. Scott, PhD

Dr. Scott serves as an educational consultant for curriculum management and system evaluation projects. He is a former Executive Director for Human Resources for the Gary, Indiana, public schools, and taught at Frankfurt American High School in Germany and the University of Maryland, European Division. Dr. Scott has held positions as an instructor, auditor, chief of staff, and director of U.S. Army education and training programs. His areas of expertise include program-driven budgeting, leadership training, professional development, personnel management, and strategic planning. He authored the first nation-wide study of educational equity attitudes among public school stakeholders. He earned master's degrees in Business (Central Michigan University) and Public Administration (University of Missouri at Kansas City). His Ph.D. in Educational Administration was awarded at Iowa State University. Dr. Scott completed Curriculum Management Auditor training in January 1991 in San Diego, California; and he has participated in audits in the United States and overseas.



Sue Shidaker, MEd

Ms. Shidaker is an educational consultant based in Washington. She previously served as an assistant superintendent in Washington and Arizona and as a curriculum coordinator, school administrator, and teacher of English Language Arts in secondary schools in five states. Sue's career path also included seven years as a Governor's special assistant for public schools and higher education, law, local government, and health/social services, and for two years she was Deputy Commissioner of the Alaska Department of Administration. Sue was a school board president and president of the Alaska School Boards Association, and has served on several other boards and commissions in education and in state and local government. She completed her B.A. degree in English at Ohio Wesleyan University and her M.Ed. in education administration at the University of Alaska, Anchorage. She also completed additional graduate work at Duke University, The Ohio State University, Arizona State University, and Seattle University. Sue has led curriculum management audits since 1989 and has participated on audit teams in 29 states. Sue is a co-author of *A Practitioner's Guide for Managing Curriculum and Assessment*.

Appendix A (continued)
Auditors' Biographical Data



Zollie Stevenson, Jr. PhD

Dr. Stevenson currently is an Associate Professor of Educational Leadership and Policy Studies in the doctoral Educational Leadership program at Howard University in Washington, DC. Until his September 2010 retirement, he was the Director of Student Achievement and School Accountability Programs (SASA) at the United States Department of Education, where he administered the Title I, Title III and School Improvement Grant programs. Prior to being named Director of SASA, he served as the program Deputy Director and the group leader for standards, assessment and accountability, responsible for implementing and providing technical assistance to states implementing the Improving America's Schools Act and the NCLB assessment and accountability provisions. Stevenson has served as a regional coordinator for research, testing and accreditation for the North Carolina Department of Public Instruction. He has been the assessment and/or research director for several large school districts including the District of Columbia Public Schools, the Baltimore City (MD) Public Schools, and the Charlotte/Mecklenburg Schools (NC). He earned the Ph.D. from the University of North Carolina at Chapel Hill, and his audit training in Monterey, California in 1992 and has been a member of 34 audit teams.



Jeani Stoddard, MA

Ms. Stoddard is a practicing educator in Texas with 30 years of experience in grades K-12 and adult education in a variety of settings including public and private schools, corrections, and mental health facilities. Her assignments have included general and special education classrooms, curriculum director, staff development director, assistant principal and reading coach. She currently is employed in Big Bend, Texas. Jeani holds Master's degrees in secondary education from Austin College and exercise physiology from Texas Woman's University. She completed her curriculum audit training in Phoenix, Arizona, in 2009. She has participated in audits in Mississippi, Kentucky, and Texas.



Stephanie Streeter, MEd

Stephanie Streeter has over 15 years in education, serving as an administrator and teacher in both suburban and urban school districts in Arizona and Texas. She has both district and building administration experience, including Director of Curriculum K-12 in a suburban school district (Tanque Verde Unified School District, Arizona), Assistant Principal of both Instruction and Registration in a large, urban school district (Phoenix Union High School District), Instructional Coach and Curriculum Specialist in a large, urban school system (Tucson Unified School District). Teaching experiences include high schools in a suburban district (Midway Independent School District, Texas) and in an urban district (Tucson Unified School District, Arizona). Ms. Streeter received her B.A. in Communication from Purdue University, Indiana, her teaching certification from Baylor University, Texas, and her Master's in Educational Leadership from Northern Arizona University, Arizona. She has provided professional development training to improve effective teaching and learning for school districts in both Texas and Arizona. She received her Curriculum Management Audit training in Tucson, Arizona in 2006, and has conducted curriculum audits in Minnesota, Texas, and Arizona.

Appendix A (continued)
Auditors' Biographical Data



Susan L. Townsend, MA

Susan Townsend recently retired as Superintendent of Schools for the Weld County School District, just northeast of Denver, Colorado. She is currently working as a consultant for Centennial Bureau of Cooperative Educational Services in Northern Colorado. Her professional background includes 34 years of working in public schools as a teacher and administrator. Mrs. Townsend's administrative experience includes serving as assistant principal, principal, Coordinator for Instruction, Curriculum, and Assessment in a large district, Personnel Coordinator, and opening a new elementary school building. She has experience in long-range planning, personnel management, curriculum design and development, and school facilities planning. She has also been a presenter and trainer at the state and national levels on topics dealing with classroom management, affective education, effective instruction, curriculum design and implementation, and Developing Capable People. Susan received her B.A. in Elementary Education from the University of Northern Colorado, and her M.A. in Educational Leadership and Policy Studies from UNC in Greeley, Colorado. She received her CMSi audit training in Philadelphia, Pennsylvania in 1994. Susan has served on audits in Illinois, Kansas, New York, Texas, Washington, Vermont, Colorado, North Carolina, and Alaska.



Jeffrey Tuneberg, PhD

Jeffrey Tuneberg currently serves as the Director of Curriculum with the Mercer County Educational Service Center, Celina, Ohio. He has over 30 years experience in education, including over 20 years in administration. His teaching background includes experience in urban (Cleveland Public Schools) and suburban settings, as well as overseas (Guam). He was selected as a Fulbright Memorial Fund Teacher Program representative to Japan in 1997. He is also an adjunct professor at Wright State University Lake Campus, Celina, Ohio, and Ashland University, Ashland, Ohio.

Dr. Tuneberg received his B.S. in Education, M.Ed., and Ph.D. from Bowling Green State University, Ohio. He has served as a consultant to school districts in Ohio, Tennessee, and Oklahoma on issues of teacher licensure, school improvement, and value-added student growth measures. He received his Curriculum Management Audit training in Lima, Ohio in 1999, and has conducted curriculum audits in Ohio, Oregon, Washington, Michigan, Pennsylvania, Iowa, Wisconsin, Kentucky, Arizona, Texas, and New Jersey.



Susan N. Van Hoozer, MEd

Sue Van Hoozer has been an educator for 39 years. She was a teacher at the elementary level and taught developmental and remedial reading in middle school and high school. Mrs. Van Hoozer was an elementary principal, high school assistant principal, and high school principal. She worked in human resources and served as Executive Director of Schools, supervising principals, for the San Angelo Independent School District in San Angelo, Texas. Mrs. Van Hoozer currently works as an education specialist for the Education Service Center, Region XV in Texas, where she provides technical assistance and professional development for principals, superintendents, and school trustees. She received her B.S. and M.Ed. degrees from Angelo State University. Mrs. Van Hoozer completed her audit training in Tucson, Arizona, in 2004, and has served as an auditor in Texas, California, Virginia, Mississippi, Wisconsin, Minnesota, New York, and Kentucky.

Appendix B

**Professional Development activities by Campus
Tucson Unified School District
2013-14**

Professional Development activity	Banks Elem	Blennan Elem	Bloom Elem	Bonillas Elem	Booth Fickett K-8	Borman Elem	Borton Primary	Carrillo Elem	Catalina HS	Cavett Elem	Cholla HS	Cragin Elem	Davis K-8	Davidson Elem	Dietz K-8	Dodge MS	Doolen MS
212°					*												
301 PLC	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	
Acad Foci - Math, Rdg, Wrtg																	
Acad Tchrr/Parent Team																	
Academic Vocabulary																	
Academic Writing																	
active Participation Strat										*							
active Shooter Training						*											
AIMS				*	*	*		*		*	*	*	*		*	*	*
Anchor Charts w/ AES																	
Anti-Bullying																	
Art																	
Assessing Reading																	
ATI		*	*	*				*	*	*	*						*
AVID											*						
AZ K-12 Camp Plug & Play																	
AZ Learns Letter Grade																	
Balanced Literacy																	
Balanced Math																	
Behavior																	
Beyond Bridging																	
Beyond Textbooks																	
Budgeting/Staffing																	
C Danielson Training	*	*	*		*	*	*	*	*	*	*	*	*		*	*	*
Century 21 Tutoring																	
Child Assistance Team																	
CIP																	
Circle of Control																	
Classroom Assessment																	
Collaborative Planning																	
Collective Inquiry																	
Common Core																	*
Common Core - ELA						*											
Common Core - Intel Math					*												
Common Core - Pthwys Rdg														*			
Common Core - Spkg & Lstg						*											
Common Core - Writing																	

Professional Development activity	Banks Elem	Blenman Elem	Bloom Elem	Bonillas Elem	Booth Fickett K-8	Borman Elem	Borton Primary	Carrillo Elem	Catalina HS	Cavett Elem	Cholla HS	Cragin Elem	Davis K-8	Davidson Elem	Dietz K-8	Dodge MS	Doolen MS
Communication																	
Community Building																	
Cornell Notes																	
Corr of Highly Eff Schs																	
CPS Training																	
Critical Friends																	
Culturally Resp Practices																	
Culture of Learning																	
Curr Dev/ Planning								*					*				*
Cynthia Lee Math																	
Daily 5										*							
Data Analysis							*	*				*	*	*	*		*
Davis Span Immersion Model													*				
Debbie Miller Literacy															*		
Department/Team Mtgs									*							*	
Depth of Knowledge																	
Differentiated Instruction													*				
DRA																	
EEI																	
Elementary Leadership																	
Elements of Literature	*																
ELL		*															
Emergency Plan																	
Engineering is Elementary																	
EOY Data & Evaluation	*						*										
EPI Pens								*									
eSource																	
Evolution of Kindness																	
Expeditionary Learning																	
Expert Groups																	
Formative Assessment																	
Galileo																	
GATE																	
GLSEN																	
Grade Level Data		*															
Grade Level/Team Mtgs		*														*	*
GSRR & Discipline																	
Guided Reading Strategies						*											
Handle w/ Care Strategies																	
Harcourt Training																	
Harry Wong - The Eff Tchr																	
IB and CAP											*						

Professional Development activity	Banks Elem	Blenman Elem	Bloom Elem	Bonillas Elem	Booth Fickett K-8	Borman Elem	Borton Primary	Carrillo Elem	Catalina HS	Cavett Elem	Cholla HS	Cragin Elem	Davis K-8	Davidson Elem	Dietz K-8	Dodge MS	Doolen MS
IEP Training										*							
Inclusion Model																	
Increasing Rigor																	
Instructional Calendar																	
Interactive Notebooks																	
Interdisciplinary Planning					*												
Interventions - Tier 1,2,3										*							
Interventions																	
Investigations Support																	
Job-Embedded Observ																	
Kind Kids School																	
Korean Cultural Awareness																	
Language Acquisition																	
Leadership Points Mtg																	
Lesson Design		*															
Literacy						*									*		
Love & Logic Training																	
Love of Reading																	
Lucy Caulkins Writing																	
MAC-Ro Math		*															
Magnet Curr Mapping					*												
Magnet Overview & Focus								*			*	*	*				
Marzano Strategies																	
Masonic Model Asst Prog																	
Math															*		
Math Across Curriculum					*												
Math Habits														*			
Math Interventions						*									*		
McKinney Vento Trng															*		
Meaningful Work																	
Mindfulness/Social Emotional																	
Mission/Vision/Goals						*											
MobyMath																	
Models of Teaching																	
Motor Act. For Testing																	
MSSI												*					
Multicultural																	
New Tech Network																	
Next Chapter																	
No Excuses University																*	
Number Sense & Oper	*																
OMA																	

Professional Development activity	Banks Elem	Blenman Elem	Bloom Elem	Bonillas Elem	Booth Fickett K-8	Borman Elem	Borton Primary	Carrillo Elem	Catalina HS	Cavett Elem	Cholla HS	Cragin Elem	Davis K-8	Davidson Elem	Dietz K-8	Dodge MS	Doolen MS
PARCC																	
Parental Access Bulletin Bd																	
PBIS								*			*				*		*
Peer Observ Protocol																	
Plato																	
PLC	*						*			*	*		*				*
Poll Everywhere																	
Professional Boundaries																	
Promethean Bd Trng																	
Quadrant Teaching																	*
Questioning & DOK											*						
Questioning Strategies											*						
Rdg & Math Assess & Intrv																	
Reading Strategies									*								
Recess & Playgrd Trng															*		
Reggio Leadership Team																	
Restorative Practices																	
Retention Policy																	
Rltshps & Comm in Clssrm																	*
Running Records															*		
Save a Heart Training																	
School Climate																	
School Improvement Plan																	
School Letter Grade Trng																	
Science Inquiry																	
Science Olympiad					*												
Second Semester Planning																	
SFA Component Mtgs																	
SHAC Meeting																	
SLP																	
SMART Goal Develop																	
Social/Emotional Climate																	
Socratic Seminar											*						
Spanish EXITO Protocols													*				
Special Education - Topics																	
SQ3R Reading Strategies																	
Standards & Lesson Design																	
Standards Based Obj																	
Standford 10 Prep													*				
STEM																	
Strategic Instrl Planning																	
Strategies & Common Lang.																	

Professional Development activity	Banks Elem	Blennan Elem	Bloom Elem	Bonillas Elem	Booth Fickett K-8	Borman Elem	Borton Primary	Carrillo Elem	Catalina HS	Cavett Elem	Cholla HS	Cragin Elem	Davis K-8	Davidson Elem	Dietz K-8	Dodge MS	Doolen MS
Stud Achiev Strategies																	
Student Engagement		*															
Study Buddies									*								
SuccessMaker	*									*							
Survey Monkey																	
Systs Thkg - Multi-Tiered							*										
Systs Thkg -Proj Based Lrng							*										
TAT Procedures										*							
Teaching Reading Effectively																	
Teachscape			*		*	*	*	*			*	*	*	*	*		
Technology Integration																	
Technology Update						*											
TEP Home Energy Prog																	
Test Taking Strategies											*						
Thematic Instruction																	
Thinking Maps	*																
Title I Plan/Update		*	*		*								*				
Unitary Status Plan							*			*							
UNRAAVAL Rdg in Cont																	
Vocabulary																	
Volunteer DIT Meeting																	
Walkthroughs - various topics										*	*				*		
Waterford																	
WIP Lesson Plans											*						
Writer's Workshop	*																
Writing Process							*										
Writing Prompts&Scoring			*		*							*		*			
Zoo Phonics																	

Professional Development activity	Drachman Elem	Dunham Elem	Erickson Elem	Ford Elem	Fruchthendler Elem	Gale Elem	Gridley MS	Grijalva Elem	Henry Elem	Holladay Elem	Hollinger K-8	Howell Elem	Hudlow Elem	Hughes Elem	Johnson Primary	Kellond Elem	Lawrence 3-8
212°																	
301 PLC	*	*	*	*	*	*	*		*		*	*	*	*		*	*
Acad Foci - Math, Rdg, Wrtg			*														
Acad Tchrr/Parent Team	*									*							*
Academic Vocabulary																	
Academic Writing																	

Professional Development activity	Drachman Elem	Dunham Elem	Erickson Elem	Ford Elem	Fruchthandler Elem	Gale Elem	Gridley MS	Grijalva Elem	Henry Elem	Holladay Elem	Hollinger K-8	Howell Elem	Hudlow Elem	Hughes Elem	Johnson Primary	Kelond Elem	Lawrence 3-8
active Participation Strat																	
active Shooter Training																	
AIMS		*	*	*		*		*	*		*			*			*
Anchor Charts w/ AES																	
Anti-Bullying																	
Art																	
Assessing Reading		*															
ATI				*			*		*	*	*			*	*		
AVID																	
AZ K-12 Camp Plug & Play													*				
AZ Learns Letter Grade																	
Balanced Literacy																	
Balanced Math																	
Behavior	*		*														
Beyond Bridging																	
Beyond Textbooks																	*
Budgeting/Staffing																	
C Danielson Training	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Century 21 Tutoring																	
Child Assistance Team															*		
CIP																	
Circle of Control			*														
Classroom Assessment																	
Collaborative Planning			*														
Collective Inquiry																	
Common Core								*									
Common Core - ELA																	
Common Core - Intel Math																	
Common Core - Pthwys Rdg																	
Common Core - Spkg & Lstg																	
Common Core - Writing																	
Communication																	
Community Building						*											
Cornell Notes																	
Corr of Highly Eff Schs																	
CPS Training				*	*									*			
Critical Friends	*																
Culturally Resp Practices																	
Culture of Learning																	
Curr Dev/ Planning																	
Cynthia Lee Math															*		

Professional Development activity	Drachman Elem	Dunham Elem	Erickson Elem	Ford Elem	Fruchthendler Elem	Gale Elem	Gridley MS	Grijalva Elem	Henry Elem	Holladay Elem	Hollinger K-8	Howell Elem	Hudlow Elem	Hughes Elem	Johnson Primary	Kellond Elem	Lawrence 3-8
Daily 5																	
Data Analysis	*	*					*	*	*		*	*		*		*	
Davis Span Immersion Model																	
Debbie Miller Literacy																	
Department/Team Mtgs							*										
Depth of Knowledge																	
Differentiated Instruction																	
DRA										*		*					
EEI										*							
Elementary Leadership			*														
Elements of Literature																	
ELL																	
Emergency Plan												*					
Engineering is Elementary																	
EOY Data & Evaluation																	
EPI Pens																	
eSource												*	*		*		
Evolution of Kindness																	
Expeditionary Learning														*			
Expert Groups																	
Formative Assessment							*										
Galileo									*								
GATE																	
GLSEN																	
Grade Level Data																	
Grade Level/Team Mtgs		*			*	*			*			*					
GSRR & Discipline			*														
Guided Reading Strategies													*				
Handle w/ Care Strategies																	
Harcourt Training															*		
Harry Wong - The Eff Tchr																	
IB and CAP																	
IEP Training																	
Inclusion Model													*				
Increasing Rigor																	
Instructional Calendar							*										
Interactive Notebooks																	
Interdisciplinary Planning																	
Interventions - Tier 1,2,3							*		*								
Interventions															*	*	
Investigations Support															*		

Professional Development activity	Drachman Elem	Dunham Elem	Erickson Elem	Ford Elem	Fruchthandler Elem	Gale Elem	Gridley MS	Grijalva Elem	Henry Elem	Holladay Elem	Hollinger K-8	Howell Elem	Hudlow Elem	Hughes Elem	Johnson Primary	Kellond Elem	Lawrence 3-8
Job-Embedded Observ																	
Kind Kids School																	
Korean Cultural Awareness																	
Language Acquisition																	
Leadership Points Mtg					*												
Lesson Design																	
Literacy	*																
Love & Logic Training													*				
Love of Reading																	
Lucy Caulkins Writing																	
MAC-Ro Math			*														
Magnet Curr Mapping																	
Magnet Overview & Focus										*							
Marzano Strategies													*				
Masonic Model Asst Prog		*															
Math	*										*	*				*	
Math Across Curriculum																	
Math Habits																	
Math Interventions																	
McKinney Vento Trng																	
Meaningful Work																	
Mindfulness/Social Emotional													*				
Mission/Vision/Goals						*					*		*			*	
MobyMath																	
Models of Teaching																	
Motor Act. For Testing												*					
MSSI																	
Multicultural																	
New Tech Network																	
Next Chapter																	
No Excuses University																	
Number Sense & Oper																	
OMA																	
PARCC																	
Parental Access Bulletin Bd																	
PBIS									*		*	*					
Peer Observ Protocol																	
Plato																	
PLC	*	*			*						*		*		*		
Poll Everywhere																	
Professional Boundaries																	

Professional Development activity	Drachman Elem	Dunham Elem	Erickson Elem	Ford Elem	Fruchthendler Elem	Gale Elem	Gridley MS	Grijalva Elem	Henry Elem	Holladay Elem	Hollinger K-8	Howell Elem	Hudlow Elem	Hughes Elem	Johnson Primary	Kelond Elem	Lawrence 3-8
Promethean Bd Trng																	
Quadrant Teaching																	
Questioning & DOK																	
Questioning Strategies															*		
Rdg & Math Assess & Intrv															*		
Reading Strategies																	
Recess & Playgrd Trng																	
Reggio Leadership Team																	
Restorative Practices																	
Retention Policy			*														
Rltshps & Comm in Clssrm																	
Running Records																	
Save a Heart Training																	
School Climate																	
School Improvement Plan										*							
School Letter Grade Trng																	
Science Inquiry																	
Science Olympiad																	
Second Semester Planning				*													
SFA Component Mtgs																	
SHAC Meeting		*															
SLP																	
SMART Goal Develop																	
Social/Emotional Climate																	
Socratic Seminar																	
Spanish EXITO Protocols																	
Special Education - Topics								*									
SQ3R Reading Strategies																	
Standards & Lesson Design																	
Standards Based Obj																	
Standford 10 Prep														*			
STEM																	
Strategic Instrl Planning																	
Strategies & Common Lang.																	
Stud Achiev Strategies		*															
Student Engagement											*						*
Study Buddies																	
SuccessMaker			*	*						*	*			*	*	*	
Survey Monkey																	
Systs Thkg - Multi-Tiered																	
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Professional Development activity	Drachman Elem	Dunham Elem	Erickson Elem	Ford Elem	Fruchthendler Elem	Gale Elem	Gridley MS	Grijalva Elem	Henry Elem	Holladay Elem	Hollinger K-8	Howell Elem	Hudlow Elem	Hughes Elem	Johnson Primary	Kellond Elem	Lawrence 3-8
TAT Procedures				*													
Teaching Reading Effectively															*		
Teachscape	*	*		*	*	*		*					*	*	*	*	
Technology Integration			*														
Technology Update																	
TEP Home Energy Prog																	
Test Taking Strategies						*											
Thematic Instruction																	
Thinking Maps																	
Title I Plan/Update								*		*		*	*				
Unitary Status Plan	*	*										*					
UNRAAVEL Rdg in Cont																	
Vocabulary															*		
Volunteer DIT Meeting					*												
Walkthroughs - various topics																	*
Waterford																	
WIP Lesson Plans																	
Writer's Workshop																	
Writing Process												*			*		
Writing Prompts&Scoring																	
Zoo Phonics															*		

Professional Development activity	Lineweaver Elem	Lynn Urquides Elem	Magee MS	Maldonado Elem	Mansfield MS	Manzo Elem	Marshall Elem	Mary Meredith K-12	Maxwell MS	McCorkle K-8	Miles K-8	Miller Elem	Mission View Elem	Myers Ganoung Elem	Ochoa Elem	Palo Verde HS	Pistor MS	Project MORE HS
212°																		
301 PLC	*	*	*	*	*	*		*		*	*	*	*	*		*		*
Acad Foci - Math, Rdg, Wrtg																		
Acad Tchr/Parent Team				*									*					
Academic Vocabulary																		
Academic Writing																		*
active Participation Strat										*								
active Shooter Training																		
AIMS	*	*	*	*	*	*		*			*	*						
Anchor Charts w/ AES										*								
Anti-Bullying												*						
Art																		

Professional Development activity	Lineweaver Elem	Lynn Urquides Elem	Magee MS	Maldonado Elem	Mansfield MS	Manzo Elem	Marshall Elem	Mary Meredith K-12	Maxwell MS	McCorkle K-8	Miles K-8	Miller Elem	Mission View Elem	Myers Ganoung Elem	Ochoa Elem	Palo Verde HS	Pistor MS	Project MORE HS
Assessing Reading									*									
ATI	*	*	*	*		*	*			*	*	*	*		*	*		*
AVID																*		
AZ K-12 Camp Plug & Play																		
AZ Learns Letter Grade																		
Balanced Literacy																		
Balanced Math																		
Behavior																		
Beyond Bridging																		
Beyond Textbooks																		
Budgeting/Staffing	*											*						
C Danielson Training	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*		*
Century 21 Tutoring																		
Child Assistance Team												*						
CIP																		
Circle of Control																		
Classroom Assessment																*		
Collaborative Planning																		
Collective Inquiry																		
Common Core														*				
Common Core - ELA	*					*						*		*				
Common Core - Intel Math														*				
Common Core - Pthwys Rdg												*						
Common Core - Spkg & Lstg																		
Common Core - Writing																		
Communication																		
Community Building																		
Cornell Notes																*		
Corr of Highly Eff Schs									*									
CPS Training	*																	
Critical Friends																		
Culturally Resp Practices			*							*		*						
Culture of Learning																*		
Curr Dev/ Planning																		
Cynthia Lee Math																		
Daily 5																		
Data Analysis	*	*	*			*	*	*	*	*	*	*	*			*		*
Davis Span Immersion Model																		
Debbie Miller Literacy																		
Department/Team Mtgs					*			*								*		
Depth of Knowledge																		

Professional Development activity	Lineweaver Elem	Lynn Urquides Elem	Magee MS	Maldonado Elem	Mansfeld MS	Manzo Elem	Marshall Elem	Mary Meredith K-12	Maxwell MS	McCorkle K-8	Miles K-8	Miller Elem	Mission View Elem	Myers Ganoung Elem	Ochoa Elem	Palo Verde HS	Pistor MS	Project MORE HS
Differentiated Instruction					*													
DRA																		
EEI						*			*				*					
Elementary Leadership																		
Elements of Literature																		
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Emergency Plan																		
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EOY Data & Evaluation																		
EPI Pens																		
eSource																		
Evolution of Kindness		*																
Expeditionary Learning																		
Expert Groups																		
Formative Assessment									*							*		*
Galileo						*												
GATE					*													
GLSEN					*													
Grade Level Data																		
Grade Level/Team Mtgs											*	*		*				
GSRR & Discipline																		
Guided Reading Strategies										*								
Handle w/ Care Strategies								*										
Harcourt Training																		
Harry Wong - The Eff Tchr																		
IB and CAP																		
IEP Training								*										
Inclusion Model																		
Increasing Rigor																		
Instructional Calendar																		
Interactive Notebooks																		
Interdisciplinary Planning																		
Interventions - Tier 1,2,3																		
Interventions	*	*				*		*								*		
Investigations Support																		
Job-Embedded Observ																		
Kind Kids School														*				
Korean Cultural Awareness																		
Language Acquisition															*			
Leadership Points Mtg										*								
Lesson Design																		

Professional Development activity	Lineweaver Elem	Lynn Urquides Elem	Magee MS	Maldonado Elem	Mansfeld MS	Manzo Elem	Marshall Elem	Mary Meredith K-12	Maxwell MS	McCorkle K-8	Miles K-8	Miller Elem	Mission View Elem	Myers Ganoung Elem	Ochoa Elem	Palo Verde HS	Pistor MS	Project MORE HS
Literacy															*			*
Love & Logic Training																		
Love of Reading																		
Lucy Caulkins Writing						*												
MAC-Ro Math																		
Magnet Curr Mapping																		
Magnet Overview & Focus																*		
Marzano Strategies																		
Masonic Model Asst Prog																		
Math		*		*		*	*			*								*
Math Across Curriculum																		
Math Habits																		
Math Interventions																		
McKinney Vento Trng	*							*				*	*					
Meaningful Work																*		
Mindfulness/Social Emotional																		
Mission/Vision/Goals																		*
MobyMath																		
Models of Teaching																		
Motor Act. For Testing																		
MSSI																		
Multicultural									*									
New Tech Network										*								
Next Chapter																		
No Excuses University																		
Number Sense & Oper																		
OMA																		
PARCC														*				
Parental Access Bulletin Bd																		
PBIS			*	*				*				*						*
Peer Observ Protocol																		
Plato																		*
PLC	*		*	*					*		*	*				*		*
Poll Everywhere																		
Professional Boundaries																		*
Promethean Bd Trng									*									
Quadrant Teaching																		
Questioning & DOK																		
Questioning Strategies		*						*		*								
Rdg & Math Assess & Intrv																		
Reading Strategies							*					*						

Professional Development activity	Lineweaver Elem	Lynn Urquides Elem	Magee MS	Maldonado Elem	Mansfeld MS	Manzo Elem	Marshall Elem	Mary Meredith K-12	Maxwell MS	McCorkle K-8	Miles K-8	Miller Elem	Mission View Elem	Myers Ganoung Elem	Ochoa Elem	Palo Verde HS	Pistor MS	Project MORE HS
Recess & Playgrd Trng																		
Reggio Leadership Team															*			
Restorative Practices																		
Retention Policy																		
Rltshps & Comm in Clssrm																		
Running Records																		
Save a Heart Training																		
School Climate																		
School Improvement Plan																		
School Letter Grade Trng		*	*															
Science Inquiry																		
Science Olympiad																		
Second Semester Planning																		
SFA Component Mtgs		*																
SHAC Meeting																		
SLP																		*
SMART Goal Develop																		
Social/Emotional Climate															*			
Socratic Seminar																*		
Spanish EXITO Protocols																		
Special Education - Topics																		
SQ3R Reading Strategies												*						
Standards & Lesson Design						*												
Standards Based Obj						*												
Standford 10 Prep	*																	
STEM					*													
Strategic Instrl Planning										*		*						
Strategies & Common Lang.															*			
Stud Achiev Strategies																		
Student Engagement				*					*	*								
Study Buddies																		
SuccessMaker		*								*	*	*	*					
Survey Monkey																		
Systs Thkg - Multi-Tiered																		
Systs Thkg -Proj Based Lrng																		
TAT Procedures																		
Teaching Reading Effectively																		
Teachscape	*	*		*	*						*	*			*			
Technology Integration								*										
Technology Update																		
TEP Home Energy Prog						*												

Professional Development activity	Lineweaver Elem	Lynn Urquides Elem	Magee MS	Maldonado Elem	Mansfield MS	Manzo Elem	Marshall Elem	Mary Meredith K-12	Maxwell MS	McCorkle K-8	Miles K-8	Miller Elem	Mission View Elem	Myers Ganoung Elem	Ochoa Elem	Palo Verde HS	Pistor MS	Project MORE HS
Test Taking Strategies														*				
Thematic Instruction														*				
Thinking Maps																		
Title I Plan/Update	*		*	*								*						
Unitary Status Plan		*		*								*						
UNRAAVEL Rdg in Cont																		
Vocabulary																		
Volunteer DIT Meeting																		
Walkthroughs - various topics																		
Waterford										*								
WIP Lesson Plans												*						
Writer's Workshop																		
Writing Process																		*
Writing Prompts&Scoring	*			*			*				*			*				
Zoo Phonics																		

Professional Development activity	Pueblo Gardens K-8	Pueblo HS	Rincon HS	Roberts Naylor K-8	Robins K-8	Robison Elem	Rose K-8	Sabino HS	Safford K-8	Sahuaro HS	Santa Rita HS	Secrist MS	Sewell Elem	Soleng Tom Elem	Steele Elem	TAP HS	Tolson Elem	Tucson HS
212°																		
301 PLC	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*		*
Acad Foci - Math, Rdg, Wrtg																		
Acad Tchr/Parent Team																		
Academic Vocabulary			*															
Academic Writing																		
active Participation Strat																*		
active Shooter Training																		
AIMS	*				*		*	*	*	*		*	*	*		*	*	*
Anchor Charts w/ AES																		
Anti-Bullying																		
Art																		
Assessing Reading																		
ATI	*	*			*	*	*		*	*	*	*	*	*		*	*	*
AVID												*						
AZ K-12 Camp Plug & Play																		
AZ Learns Letter Grade							*											
Balanced Literacy																		

Professional Development activity	Pueblo Gardens K-8	Pueblo HS	Rincon HS	Roberts Naylor K-8	Robins K-8	Robison Elem	Rose K-8	Sabino HS	Safford K-8	Sahuaro HS	Santa Rita HS	Secrist MS	Sewell Elem	Soleng Tom Elem	Steele Elem	TAP HS	Tolson Elem	Tucson HS
Balanced Math																		
Behavior																		
Beyond Bridging													*					
Beyond Textbooks																		
Budgeting/Staffing																		
C Danielson Training	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Century 21 Tutoring																		
Child Assistance Team							*							*				
CIP			*													*		
Circle of Control																		
Classroom Assessment																		
Collaborative Planning																		
Collective Inquiry									*									
Common Core							*				*							
Common Core - ELA																*		
Common Core - Intel Math																		
Common Core - Pthwys Rdg																		
Common Core - Spkg & Lstg																		
Common Core - Writing				*											*			
Communication												*						
Community Building									*			*						*
Cornell Notes		*					*											
Corr of Highly Eff Schs																		
CPS Training																		
Critical Friends																		
Culturally Resp Practices																		
Culture of Learning									*									
Curr Dev/ Planning											*			*		*		*
Cynthia Lee Math																		
Daily 5																		
Data Analysis	*			*		*		*	*	*	*			*		*	*	
Davis Span Immersion Model																		
Debbie Miller Literacy																		
Department/Team Mtgs		*	*					*	*	*								*
Depth of Knowledge																		
Differentiated Instruction							*											
DRA																		
EEI																	*	
Elementary Leadership																		
Elements of Literature																		
ELL																		

Professional Development activity	Pueblo Gardens K-8	Pueblo HS	Rincon HS	Roberts Naylor K-8	Robins K-8	Robison Elem	Rose K-8	Sabino HS	Safford K-8	Sahuaro HS	Santa Rita HS	Secrist MS	Sewell Elem	Soleng Tom Elem	Steele Elem	TAP HS	Tolson Elem	Tucson HS
Emergency Plan																		
Engineering is Elementary																		
EOY Data & Evaluation																		
EPI Pens																		
eSource																		
Evolution of Kindness																		
Expeditionary Learning																		
Expert Groups														*				
Formative Assessment		*																
Galileo																		
GATE																	*	
GLSEN																		
Grade Level Data																		
Grade Level/Team Mtgs				*		*						*	*					
GSRR & Discipline																		
Guided Reading Strategies	*					*												
Handle w/ Care Strategies																		
Harcourt Training																		
Harry Wong - The Eff Tchr																		
IB and CAP					*			*										
IEP Training											*							
Inclusion Model																		
Increasing Rigor								*										
Instructional Calendar																		
Interactive Notebooks	*																	
Interdisciplinary Planning																		
Interventions - Tier 1,2,3																		
Interventions					*													
Investigations Support																		
Job-Embedded Observ			*															
Kind Kids School																		
Korean Cultural Awareness								*										
Language Acquisition																		
Leadership Points Mtg											*							
Lesson Design																		
Literacy																		
Love & Logic Training																		
Love of Reading																	*	
Lucy Caulkins Writing																		
MAC-Ro Math																		
Magnet Curr Mapping																		

Professional Development activity	Pueblo Gardens K-8	Pueblo HS	Rincon HS	Roberts Naylor K-8	Robins K-8	Robison Elem	Rose K-8	Sabino HS	Safford K-8	Sahuaro HS	Santa Rita HS	Secretist MS	Sewell Elem	Soleng Tom Elem	Steele Elem	TAP HS	Tolson Elem	Tucson HS
Magnet Overview & Focus					*													
Marzano Strategies					*													
Masonic Model Asst Prog																		
Math																		
Math Across Curriculum																		
Math Habits																		
Math Interventions																		
McKinney Vento Trng				*														
Meaningful Work																		
Mindfulness/Social Emotional																		
Mission/Vision/Goals	*								*	*	*			*				
MobyMath																	*	
Models of Teaching												*						
Motor Act. For Testing																		
MSSI																		
Multicultural																		
New Tech Network																		
Next Chapter									*									
No Excuses University																		
Number Sense & Oper																		
OMA													*					
PARCC																		
Parental Access Bulletin Bd								*										
PBIS		*		*	*	*							*			*	*	
Peer Observ Protocol			*															
Plato																		
PLC		*	*		*	*				*			*			*		
Poll Everywhere								*										
Professional Boundaries																		
Promethean Bd Trng													*					
Quadrant Teaching																		
Questioning & DOK			*															
Questioning Strategies		*																
Rdg & Math Assess & Intrv																		
Reading Strategies																*		
Recess & Playgrd Trng														*	*			
Reggio Leadership Team																		
Restorative Practices											*							
Retention Policy																		
Rltshps & Comm in Clssrm																		
Running Records																		

Professional Development activity	Pueblo Gardens K-8	Pueblo HS	Rincon HS	Roberts Naylor K-8	Robins K-8	Robison Elem	Rose K-8	Sabino HS	Safford K-8	Sahuaro HS	Santa Rita HS	Secrist MS	Sewell Elem	Soleng Tom Elem	Steele Elem	TAP HS	Tolson Elem	Tucson HS
Save a Heart Training														*				
School Climate										*	*							
School Improvement Plan																		
School Letter Grade Trng																		
Science Inquiry																		
Science Olympiad																		
Second Semester Planning																		
SFA Component Mtgs																		
SHAC Meeting																		
SLP																		
SMART Goal Develop																		
Social/Emotional Climate																		
Socratic Seminar		*																
Spanish EXITO Protocols																		
Special Education - Topics											*							
SQ3R Reading Strategies																		
Standards & Lesson Design																		
Standards Based Obj																		
Standford 10 Prep																		
STEM																		
Strategic Instrl Planning																		
Strategies & Common Lang.																		
Stud Achiev Strategies																		
Student Engagement	*								*							*		
Study Buddies																		
SuccessMaker							*		*			*	*				*	
Survey Monkey								*										
Systs Thkg - Multi-Tiered																		
Systs Thkg -Proj Based Lrng																		
TAT Procedures																		
Teaching Reading Effectively																		
Teachscape	*	*	*	*				*	*	*		*						*
Technology Integration																		
Technology Update												*					*	
TEP Home Energy Prog																		
Test Taking Strategies					*	*						*						
Thematic Instruction																		
Thinking Maps																		
Title I Plan/Update					*							*			*			
Unitary Status Plan																		
UNRAAVEL Rdg in Cont		*																

Professional Development activity	Pueblo Gardens K-8	Pueblo HS	Rincon HS	Roberts Naylor K-8	Robins K-8	Robison Elem	Rose K-8	Sabino HS	Safford K-8	Sahuaro HS	Santa Rita HS	Secrist MS	Sewell Elem	Soleng Tom Elem	Steele Elem	TAP HS	Tolson Elem	Tucson HS
Vocabulary																		
Volunteer DIT Meeting																		
Walkthroughs - various topics					*		*											
Waterford																	*	
WIP Lesson Plans																		
Writer's Workshop						*												
Writing Process															*			
Writing Prompts&Scoring															*		*	
Zoo Phonics																		

Professional Development activity	Tully Elem	University HS	Vail MS	Valencia MS	Van Buskirk Elem	Vesey Elem	Warren Elem	Wheeler Elem	White Elem	Whitmore Elem	Wright Elem	81 Total Schools	% Total Schools
212°												1	1%
301 PLC	*	*	*	*		*	*	*	*	*	*	71	88%
Acad Foci - Math, Rdg, Wrtg												1	1%
Acad Tchr/Parent Team									*			6	7%
Academic Vocabulary												1	1%
Academic Writing												1	1%
active Participation Strat												3	4%
active Shooter Training												1	1%
AIMS	*		*	*		*			*			46	57%
Anchor Charts w/ AES												1	1%
Anti-Bullying												1	1%
Art											*	1	1%
Assessing Reading												2	2%
ATI	*		*	*	*			*		*		48	59%
AVID				*								4	5%
AZ K-12 Camp Plug & Play												1	1%
AZ Learns Letter Grade												1	1%
Balanced Literacy					*							1	1%
Balanced Math					*							1	1%
Behavior												2	2%
Beyond Bridging												1	1%
Beyond Textbooks												1	1%
Budgeting/Staffing												2	2%
C Danielson Training	*	*	*	*	*	*	*	*	*	*	*	78	96%
Century 21 Tutoring									*			1	1%

Professional Development activity	Tully Elem	University HS	Vail MS	Valencia MS	Van Buskirk Elem	Vesey Elem	Warren Elem	Wheeler Elem	White Elem	Whitmore Elem	Wright Elem	81 Total Schools	% Total Schools
Child Assistance Team						*	*					6	7%
CIP												2	2%
Circle of Control												1	1%
Classroom Assessment												1	1%
Collaborative Planning												1	1%
Collective Inquiry												1	1%
Common Core					*							6	7%
Common Core - ELA												6	7%
Common Core - Intel Math												2	2%
Common Core - Pthwys Rdg												2	2%
Common Core - Spkg & Lstg												1	1%
Common Core - Writing			*									3	4%
Communication												1	1%
Community Building												4	5%
Cornell Notes												3	4%
Corr of Highly Eff Schs												1	1%
CPS Training												4	5%
Critical Friends												1	1%
Culturally Resp Practices					*							4	5%
Culture of Learning												2	2%
Curr Dev/ Planning					*							8	10%
Cynthia Lee Math												1	1%
Daily 5												1	1%
Data Analysis	*			*	*	*					*	44	54%
Davis Span Immersion Model												1	1%
Debbie Miller Literacy												1	1%
Department/Team Mtgs		*		*	*							15	19%
Depth of Knowledge					*							1	1%
Differentiated Instruction												3	4%
DRA												2	2%
EEI				*	*							7	9%
Elementary Leadership												1	1%
Elements of Literature												1	1%
ELL												1	1%
Emergency Plan												1	1%
Engineering is Elementary											*	1	1%
EOY Data & Evaluation												2	2%
EPI Pens												1	1%
eSource												3	4%
Evolution of Kindness												1	1%
Expeditionary Learning												1	1%
Expert Groups												1	1%

Professional Development activity	Tully Elem	University HS	Vail MS	Valencia MS	Van Buskirk Elem	Vesey Elem	Warren Elem	Wheeler Elem	White Elem	Whitmore Elem	Wright Elem	81 Total Schools	% Total Schools
Formative Assessment			*									6	7%
Galileo	*											3	4%
GATE												2	2%
GLSEN												1	1%
Grade Level Data				*								2	2%
Grade Level/Team Mtgs	*			*	*	*	*			*		21	26%
GSRR & Discipline												1	1%
Guided Reading Strategies												5	6%
Handle w/ Care Strategies												1	1%
Harcourt Training												1	1%
Harry Wong - The Eff Tch					*							1	1%
IB and CAP												3	4%
IEP Training							*					4	5%
Inclusion Model												1	1%
Increasing Rigor												1	1%
Instructional Calendar												1	1%
Interactive Notebooks												1	1%
Interdisciplinary Planning												1	1%
Interventions - Tier 1,2,3												3	4%
Interventions						*	*	*				11	14%
Investigations Support												1	1%
Job-Embedded Observ												1	1%
Kind Kids School												1	1%
Korean Cultural Awareness												1	1%
Language Acquisition												1	1%
Leadership Points Mtg												3	4%
Lesson Design												1	1%
Literacy												5	6%
Love & Logic Training												1	1%
Love of Reading												1	1%
Lucy Caulkins Writing												1	1%
MAC-Ro Math												2	2%
Magnet Curr Mapping												1	1%
Magnet Overview & Focus												7	9%
Marzano Strategies					*						*	4	5%
Masonic Model Asst Prog												1	1%
Math								*				12	15%
Math Across Curriculum												1	1%
Math Habits												1	1%
Math Interventions												2	2%
McKinney Vento Trng						*						7	9%
Meaningful Work												1	1%

Professional Development activity	Tully Elem	University HS	Vail MS	Valencia MS	Van Buskirk Elem	Vesey Elem	Warren Elem	Wheeler Elem	White Elem	Whitmore Elem	Wright Elem	81 Total Schools	% Total Schools
Mindfulness/Social Emotional												1	1%
Mission/Vision/Goals												11	14%
MobyMath												1	1%
Models of Teaching												1	1%
Motor Act. For Testing												1	1%
MSSI												1	1%
Multicultural												1	1%
New Tech Network												1	1%
Next Chapter												1	1%
No Excuses University												1	1%
Number Sense & Oper												1	1%
OMA												1	1%
PARCC												1	1%
Parental Access Bulletin Bd												1	1%
PBIS										*	*	21	26%
Peer Observ Protocol												1	1%
Plato												1	1%
PLC	*	*	*				*	*		*		33	41%
Poll Everywhere												1	1%
Professional Boundaries												1	1%
Promethean Bd Trng							*			*		4	5%
Quadrant Teaching												1	1%
Questioning & DOK												2	2%
Questioning Strategies												6	7%
Rdg & Math Assess & Intrv												1	1%
Reading Strategies											*	5	6%
Recess & Playgrd Trng									*			4	5%
Reggio Leadership Team												1	1%
Restorative Practices												1	1%
Retention Policy												1	1%
Rltshps & Comm in Clssrm												1	1%
Running Records												1	1%
Save a Heart Training												1	1%
School Climate												2	2%
School Improvement Plan												1	1%
School Letter Grade Trng												2	2%
Science Inquiry											*	1	1%
Science Olympiad												1	1%
Second Semester Planning												1	1%
SFA Component Mtgs												1	1%
SHAC Meeting												1	1%
SLP												1	1%

Professional Development activity	Tully Elem	University HS	Vail MS	Valencia MS	Van Buskirk Elem	Vesey Elem	Warren Elem	Wheeler Elem	White Elem	Whitmore Elem	Wright Elem	81 Total Schools	% Total Schools
SMART Goal Develop		*										1	1%
Social/Emotional Climate												1	1%
Socratic Seminar												3	4%
Spanish EXITO Protocols												1	1%
Special Education - Topics												2	2%
SQ3R Reading Strategies												1	1%
Standards & Lesson Design												1	1%
Standards Based Obj												1	1%
Standford 10 Prep												3	4%
STEM	*										*	3	4%
Strategic Instrl Planning												2	2%
Strategies & Common Lang.												1	1%
Stud Achiev Strategies									*			2	2%
Student Engagement												9	11%
Study Buddies												1	1%
SuccessMaker					*	*	*			*		23	28%
Survey Monkey												1	1%
Systs Thkg - Multi-Tiered												1	1%
Systs Thkg -Proj Based Lrng												1	1%
TAT Procedures												2	2%
Teaching Reading Effectively												1	1%
Teachscape					*					*	*	39	48%
Technology Integration												2	2%
Technology Update												3	4%
TEP Home Energy Prog												1	1%
Test Taking Strategies										*		7	9%
Thematic Instruction												1	1%
Thinking Maps												1	1%
Title I Plan/Update						*		*				17	21%
Unitary Status Plan	*											9	11%
UNRAAVEL Rdg in Cont												1	1%
Vocabulary											*	2	2%
Volunteer DIT Meeting												1	1%
Walkthroughs - various topics												6	7%
Waterford												2	2%
WIP Lesson Plans												2	2%
Writer's Workshop												2	2%
Writing Process						*				*		7	9%
Writing Prompts&Scoring			*	*				*			*	15	19%
Zoo Phonics												1	1%

Appendix C

Formulas for Calculating Achievement Gaps and Years to Parity Analysis Tucson Unified School District January 2014

Tucson Unified School District's *Unitary Status Plan* requires the staff to work toward the goal of eliminating achievement gaps among student groups. In order to help the district gauge the magnitude of this task, the audit team used formulae to calculate the number of years needed to close the district's achievement gaps at current rates of progress (called "years to parity" in this report). The *AIMS* tests selected for these calculations were reading and mathematics.

To determine the existence and magnitude of achievement gaps among the district's student groups, auditors analyzed *AIMS* test scores for a period of five years to identify achievement gaps. Then, they calculated the number of years necessary to close those gaps—or to achieve parity. The "years to parity" calculation is an estimation of the number of years necessary to close the achievement gap between two groups at current rates of progress.

Simply stated, the years to parity estimates for the district were prepared by calculating, for a grade and subject, the gap between two groups at the beginning and end of a five-year period—2008-09 through 2012-13—to determine the rate of change of the lagging group during that period. The rate of change was then divided into the gap at the end of the period to determine the number of years necessary to close the gap, provided there are no interventions to influence that rate of change. The following student groups were considered in these analyses: African Americans, Asian Americans, Hispanics, Multi-racial, Native Americans, Whites, English language learners (ELL), students with disabilities (Exceptional Ed), and the economically disadvantaged. In most calculations, White students had the highest percentages of students scoring proficient in 2012-13 and were the leading group against which lagging groups were compared. Multi-racial students were the leading group for grades 4 and 5 reading and mathematics, and Asian Americans were the leading group for grade 6 mathematics in 2012-13. The Multi-racial category was established in 2009-10. Therefore, for comparisons involving Multi-racial students, auditors used four years of data beginning in school year 2009-10 and ending in 2012-13.

Tables containing years to parity calculations are displayed in this appendix. Two cautions are in order regarding the calculations. First, years to parity have limited utility where the leading group has a low or decreasing proficiency rate. In such cases, closing the gap will not solve the overall achievement problem. Second, the calculations in this appendix were based on the most recent proficiency rates available at the time of the audit—those for 2012-13—and the average change in proficiency rates during the period 2008-09 through 2012-13 (2009-10 through 2012-13 in calculations involving Multi-racial students). Proficiency rates may decline or increase. In any event, the calculations must be revised after each subsequent testing period.

Exhibit A.C.1 displays the following calculations related to the performance of selected student groups on the *AIMS* reading tests for school years 2008-09 through 2012-13: (1) rates of students who met or exceeded standard (proficiency), and (2) additional percentages of students who needed a passing score to close the achievement gap with the leading group in 2012-13.

Exhibit A.C.1

**AIMS Proficiency Rates in Reading Grades 3-8, and 10, by
Grade and Group, Years to Parity
Tucson Unified School District
January 2014**

Student Group	Percent Meeting or Exceeding Standard on AIMS Tests					Average Annual Gain/Loss In	Years to parity (Years to close the achievement gap)
	2008- 09	2009- 10	2010- 11	2011- 12	2012- 13	Relation to the Leading Group*	
Reading, Grade 3							
White	79	77	79	78	78	N/A	N/A
Hispanic	63	65	65	63	69	1.8	5.14
African American	57	52	60	54	58	0.5	40.0
Asian American	74	70	68	75	72	-0.3	Never
ELL	24	15	9	11	23	0.0	Never
Exceptional Ed	36	31	30	27	26	-2.3	Never
FARM	63	61	63	61	62	0.0	Never
Multi-racial	N/A	78	79	80	73	-2.0	Never
Native American	61	59	56	47	55	-1.3	Never
Reading, Grade 4							
Multi-racial	N/A	74	79	82	87	N/A	N/A
Asian American	N/A	65	70	76	81	1.0	6.0
ELL	N/A	7	15	12	24	1.3	47.3
African American	N/A	53	53	62	60	-2.0	Never
Econ Disadvantaged	N/A	59	65	66	67	-1.7	Never
Exceptional Ed	N/A	29	30	30	32	-3.3	Never
Hispanic	N/A	62	69	68	69	-2.0	Never
Native American	N/A	56	59	50	61	-2.7	Never
White	N/A	76	78	81	82	-2.3	Never
Reading, Grade 5							
Multi-racial	N/A	77	82	81	87	N/A	N/A
African American	N/A	51	61	57	65	1.3	16.5
ELL	N/A	2	13	9	21	3.0	22.0
Asian American	N/A	71	67	75	72	-3.0	Never
Econ Disadvantaged	N/A	63	68	70	70	-1.0	Never
Exceptional Ed	N/A	26	35	28	32	-1.3	Never
Hispanic	N/A	64	71	73	73	-0.3	Never
Native American	N/A	61	63	63	64	-2.3	Never
White	N/A	80	84	81	81	-3.0	Never
Reading, Grade 6							
White	76	79	82	80	79	N/A	N/A
Multi-racial	N/A	70	77	78	78	2.7	0.4
Hispanic	54	63	69	69	71	3.5	2.3
Econ Disadvantaged	54	60	66	66	68	2.8	4.0
Native American	45	59	57	58	62	3.5	4.9
African American	47	51	58	58	57	1.8	12.6
ELL	6	1	2	1	15	1.5	42.7
Exceptional Ed	22	25	28	31	27	-0.5	Never
Asian American	76	70	78	65	78	-0.3	Never

Exhibit A.C.1 (continued)
AIMS Proficiency Rates in Reading Grades 3-8, and 10, by
Grade and Group, Years to Parity
Tucson Unified School District
January 2014

Student Group	Percent Meeting or Exceeding Standard on AIMS Tests					Average Annual Gain/Loss In Relation to the Leading Group*	Years to parity (Years to close the achievement gap)
	2008- 09	2009- 10	2010- 11	2011- 12	2012- 13		
Reading, Grade 7							
White	75	81	86	84	85	N/A	N/A
Multi-racial	N/A	74	76	77	85	1.75	At Parity
Hispanic	59	62	70	72	78	2.3	3.1
Native American	51	55	65	58	71	2.5	5.6
Econ Disadvantaged	57	59	67	70	74	1.8	6.3
Exceptional Ed	22	28	30	34	42	2.5	17.2
ELL	3	4	5	4	16	0.8	92.0
African American	60	54	58	62	67	-0.8	Never
Asian American	74	65	69	76	69	-3.8	Never
Reading, Grade 8							
White	75	75	75	74	76	N/A	N/A
Hispanic	53	58	55	58	60	1.5	10.7
Exceptional Ed	19	19	19	22	22	0.5	108.0
Native American	44	48	45	52	46	0.3	120.0
Econ Disadvantaged	51	55	52	55	57	1.3	15.2
African American	53	54	48	48	49	-1.3	Never
Asian American	72	70	57	68	66	-1.8	Never
ELL	3	2	2	0	3	-0.3	Never
Multi-racial	N/A	78	65	53	70	-3.0	Never
Reading, Grade 10							
White	83	85	84	87	91	N/A	N/A
Multi-racial	N/A	73	80	82	86	2.3	2.1
Hispanic	62	69	69	75	77	1.8	8.0
Econ Disadvantaged	60	63	63	70	73	1.3	14.4
Exceptional Ed	23	28	28	33	35	1.0	56.0
African American	60	53	62	60	65	-0.8	Never
Asian American	77	76	67	68	66	-4.8	Never
ELL	7	4	2	7	11	-1.0	Never
Native American	66	65	58	68	69	-1.3	Never

Notes:

* "leading group" refers to the ethnic subgroup that had the highest percentage of students scoring at or above proficient.

Average annual gains shown are rounded up to one decimal place.

Negative number indicates that the gap will never close at rates of progress recorded during the period 2008-09 through 2012-13 (2009-10 through 2012-13 for Multi-racial students).

ELL = English language learners. Exceptional Ed = Students with disabilities.

Econ(omically) Disadvantaged = Eligible for Free and Reduced Meals. N/A = Not applicable.

Source: Annual AIMS results by subgroup, grade, and subject provided by TUSD Department of Accountability and Research. Achievement Data -AIMS_5Yrs_District_ELL_SPED_GATE_by subject.xlsx

Exhibit A.C.2 displays the following calculations related to the performance of selected student groups on the AIMS mathematics tests for school years 2008-09 through 2012-13: (1) rates of students who met or exceeded standard (proficiency), and (2) additional percentages of students who needed a passing score to close the achievement gap with the leading group in 2012-13.

Exhibit A.C.2

**AIMS Proficiency Rates in Mathematics Grades 3-8, and 10, by
Grade and Group, Years to Parity
Tucson Unified School District
January 2014**

Student Group	Percent Meeting or Exceeding Standard on AIMS Tests					Annualized Gain/Loss in Relation to Leading Group	Years to parity
	2008-09	2009-10	2010-11	2011-12	2012-13		
Mathematics, Grade 3							
White	79	69	71	72	71	N/A	N/A
Hispanic	61	52	58	57	57	1.0	14.0
Econ Disadvantaged	60	50	55	54	54	0.5	34.0
Native American	55	43	46	39	49	0.5	44.0
ELL	29	16	12	18	24	0.8	62.7
African American	52	40	48	44	41	-0.8	Never
Asian American	80	64	64	71	68	-1.0	Never
Exceptional Ed	40	30	29	26	26	-1.5	Never
Multi-racial	N/A	66	75	71	61	-2.3	Never
Mathematics, Grade 4							
Multi-racial	N/A	59	58	70	75	N/A	N/A
African American	N/A	33	41	47	36	-4.3	Never
Asian American	N/A	58	67	67	70	-1.3	Never
Econ Disadvantaged	N/A	45	48	53	49	-4.0	Never
ELL	N/A	8	12	10	17	-2.3	Never
Exceptional Ed	N/A	21	22	21	21	-5.3	Never
Hispanic	N/A	47	51	56	51	-4.0	Never
Native American	N/A	37	43	43	36	-5.7	Never
White	N/A	66	65	68	69	-4.3	Never
Mathematics, Grade 5							
Multi-racial	N/A	53	61	56	67	N/A	N/A
African American	N/A	36	24	34	42	-2.7	Never
Asian American	N/A	63	54	67	65	-4.0	Never
Econ Disadvantaged	N/A	41	44	49	49	-2.0	Never
ELL	N/A	5	7	7	15	-1.3	Never
Exceptional Ed	N/A	18	18	16	17	-5.0	Never
Hispanic	N/A	44	46	52	53	-1.7	Never
Native American	N/A	34	39	38	34	-4.7	Never
White	N/A	64	66	65	63	-5.0	Never
Mathematics, Grade 6							
Asian American	71	51	60	52	66	N/A	N/A
Hispanic	46	29	34	39	47	1.5	12.7
Native American	36	25	22	29	36	1.3	24.0
ELL	7	1	1	0	10	2.0	28.0
Econ Disadvantaged	46	27	31	37	44	0.8	29.3
Exceptional Ed	15	8	10	12	12	0.5	108.0
White	71	48	56	57	58	-2.0	Never
African American	36	20	27	26	31	0.0	Never
Multi-racial	N/A	51	42	57	47	-6.3	Never

Exhibit A.C.2 (continued)
AIMS Proficiency Rates in Mathematics Grades 3-8, and 10, by
Grade and Group, Years to Parity
Tucson Unified School District
January 2014

Student Group	Percent Meeting or Exceeding Standard on AIMS Tests					Annualized Gain/Loss in Relation to Leading Group	Years to parity
	2008-09	2009-10	2010-11	2011-12	2012-13		
Mathematics, Grade 7							
White	76	59	59	60	65	N/A	N/A
Multi-racial	N/A	45	44	45	58	2.3	3.0
Hispanic	56	33	36	39	48	0.8	22.7
Native American	43	23	31	29	36	1.0	29.0
ELL	10	4	5	0	6	1.8	33.7
Exceptional Ed	21	11	11	10	14	4.0	51.0
Econ Disadvantaged	55	31	33	37	45	0.3	80.0
African American	56	22	27	30	34	-2.8	Never
Asian American	78	55	54	55	60	-1.8	Never
Mathematics, Grade 8							
White	69	56	55	54	58	N/A	N/A
Hispanic	45	36	30	34	40	1.5	12.0
Econ Disadvantaged	43	32	27	32	37	1.3	16.8
African American	40	30	20	25	34	1.3	19.2
ELL	5	5	2	1	2	2.0	28.0
Exceptional Ed	16	11	9	9	11	1.5	31.3
Native American	37	22	21	27	28	0.5	60.0
Asian American	77	62	47	56	53	-3.3	Never
Multi-racial	N/A	44	43	40	44	-0.7	Never
Mathematics, Grade 10							
White	79	67	68	70	71	N/A	N/A
Multi-racial	N/A	45	50	58	60	3.7	3.0
ELL	12	4	6	4	6	0.5	130.0
African American	51	36	38	36	32	-2.8	Never
Asian American	76	65	61	67	58	-2.5	Never
Econ Disadvantaged	57	37	36	40	40	-2.3	Never
Exceptional Ed	20	9	9	13	10	-0.5	Never
Hispanic	58	41	41	44	45	-1.3	Never
Native American	45	37	30	25	33	-1.0	Never

Notes:

Average annual gains shown are rounded up to one decimal place.

Negative number indicates that the gap will never close at rates of progress recorded during the period 2008-09 through 2012-13 (2009-10 through 2012-13 for Multi-racial students). ELL = English language learners. Exceptional Ed = Students with disabilities.

Econ(omically) Disadvantaged = Eligible for Free and Reduced Meals. N/A = Not applicable.

Source: Annual AIMS results by subgroup, grade, and subject provided by TUSD Department of Accountability and Research. Achievement Data -AIMS_5Yrs_District_ELL_SPED_GATE_by subject.xlsx

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Appendix D

List of Documents Reviewed by the Tucson Unified School District No. 1 Audit Team

Background

Background and history of TUSD.docx
Names and Addresses of Schools.doc
TUSD Schools and Principals.docx

History

Background and history of TUSD.docx
Link to TUSD History.docx

Demographics

10 Years of Projections - Alternative Ed Schools.xlsx
10 Years of Projections - Elementaries - A to L.xlsx
10 Years of Projections - Elementaries - M to Z.xlsx
10 Years of Projections - High Schools.xlsx
10 Years of Projections - K-8 Schools.xlsx
10 Years of Projections - Middle Schools.xlsx
Districtwide Enrollment and Projections by Grade 2013.xlsx
Next 10 Years of Projections - District.xlsx

Audit Statement - TUSD

Audit Statement.doc

Sample Memoranda

The Express - SSL.pdf
The Express - SSL.pub
The Express - SSL.pdf
The Express - SSL.pub
African American Student Services Calendar of Events
Curriculum Connection for August 27 2013.msg
Curriculum Connection for November 5 2013.msg
Curriculum Connection for October 8 2013.msg
Curriculum Connection for October 22 2013.msg
Curriculum Connection for September 10 2013.msg
Curriculum Connection for September 24 2013.msg
Educational Development Support Enrichment Series at GCU.msg
Friday Secondary Express.pdf
LEADERSHIP LINK - AUGUST 16 2013.msg
LEADERSHIP LINK - JULY 26 2013.msg
LEADERSHIP LINK - NOVEMBER 1 2013.msg
LEADERSHIP LINK - NOVEMBER 8 2013.msg
LEADERSHIP LINK - NOVEMBER 15 2013.msg
LEADERSHIP LINK - NOVEMBER 22 2013.msg
LEADERSHIP LINK - OCTOBER 4 2013.msg
LEADERSHIP LINK - OCTOBER 18 2013.msg
LEADERSHIP LINK - SEPTEMBER 6 2013.msg
LEADERSHIP LINK - SEPTEMBER 13 2013.msg
LEADERSHIP LINK - SEPTEMBER 27 2013.msg
LEADERSHIP LINKS.pdf
Link to Superintendent Weekly Newletters.docx
Memo_TestingCalendars_09-23-2011.pdf
Metropolitan Education Commission Crystal Apple Award C...ination Form.docx
Payroll Processing Winter Info for Express 11-22-13.pdf
The Secondary Express for 9-13-13 with Attachments.msg
The Secondary Express for 10-4-13 with Attachments.msg
The Secondary Express for 10-11-13 with Attachments.msg

Appendix D (continued)
List of Documents Reviewed

The Secondary Express for 11-1-13 with attachments.msg
The Secondary Express with Attachments 8-30-13.msg
The Secondary Express with Attachments for 9-20-13.msg

Mission Statement - District

2012-2013 Superintendent Goals.pdf
Tucson Unified School District - Vision and Core Values.htm

Mission Statement - Schools

Blenman Elementary - Mission and Vision.docx
Booth Fickett K-8 - Goals.docx
Booth Fickett K-8 - Mission.docx
Borton Elementary - Mission.doc
Cavett Elementary - Mission and Goals.docx
Cragin Elementary - Mission and Goals.docx
Davidson Elementary - Mission.pdf
Dodge Middle School - Mission and Goals.docx
Dunham Elementary - Mission.pdf
Erickson Elementary - Mission.docx
Ford Elementary - Mission and Goals.docx
Fruchthendler Elementary - Mission.docx
Grijalva Elementary - Mission.docx
Howell Elementary - Mission.pdf
Hughes Elementary - Vision Statement.doc
Mary Meredith K-12 - Mission and Goals.docx
Miles K-8 - Mission and Goals.pub
Pistor Middle School - Mission.pdf
Rincon High School - Mission.doc
Robins K-8 - Mission.pdf
University High School - Mission.docx

Board Members

List of Board Members with Terms.pdf

Superintendents

List of Superintendents.pdf

Accreditation Reports

AdvanceED - Accreditation - Catalina Magnet HS.pdf
AdvanceEd - Accreditation - Cholla Magnet HS.pdf
AdvanceEd - Accreditation - Howenstine Magnet HS.pdf
AdvanceEd - Accreditation - Mary Meredith K12.pdf
AdvanceEd - Accreditation - Palo Verde Magnet HS.pdf
AdvanceED - Accreditation - Project MORE HS.pdf
AdvanceEd - Accreditation - Pueblo Magnet HS.pdf
AdvanceED - Accreditation - Rincon HS.pdf
AdvanceED - Accreditation - Sabino HS.pdf
AdvanceED - Accreditation - Sahuaro HS.pdf
AdvanceED - Accreditation - Santa Rita HS.pdf
AdvanceED - Accreditation - TeenAge Parent HS.pdf
AdvanceED - Accreditation - Tucson Magnet HS.pdf
AdvanceED - Accreditation - University HS.pdf

Organizational Charts

Culturally Relevant Pedagogy and Instruction Org Chart.pptx
Elementary School Leadership Org Chart SY 2013-2014.pdf
Exceptional Education Org Chart SY 2013-2014.doc
Grants and Partnerships.msg
Health Services Org Chart SY 2013-2014.doc
Interscholastics Org Chart SY 2013-2014.xlsx

Appendix D (continued)
List of Documents Reviewed

Language Acquisition Org Chart SY 2013-2014.doc
Magnet Programs Org Chart SY 2013-2014.doc
OMA Fine Arts Org Chart SY 2013-2014.ppt
School Improvement ORG Chart.docx
School Improvement - Staff and pay.xlsx
Secondary School Leadership Org Chart SY 2013-2014.pub
Teaching and Learning Org Chart SY 2013-2014.docx
Title 1 Org Chart SY 2013-2014.docx
TUSD District Org Chart SY 2013-2014.pdf

Staff and Faculty Handbooks

Blenman Elementary.doc
Bloom Elementary.docx
Booth-Fickett K-8.docx
Borman Elementary.docx
Borton Primary.doc
Cragin Elementary.pdf
Erickson Elementary PBIS.docx
Erickson Elementary.doc
Ford Elementary - Lock Down Directions.doc
Ford Elementary.doc
Holladay Elementary.doc
Hudlow Elementary.doc
Hughes Elementary.doc
Palo Verde Magnet HS.doc
Rincon HS.doc
Robins K-8.docx
Sahuaro HS.pdf
Secrist MS.docx
Tolson Elementary Compact.pub
Tucson Magnet HS.doc
Valencia MS.pdf
Wheeler Elementary School - Student Handbook.pdf

Office of Civil Rights Documents

110413 FINAL supplement to 101513 Report with EXHIBITS (08121080).pdf
Final version of 080213 report to OCR re para 4 (08121170).pdf
Signed copy of Lang Acq Svcs annual report to OCR re Lau.pdf
TUSD Report to OCR 101513 (08121080).pdf

Employee Appraisal Procedures

Administrator_Evaluation.pdf
Counselors_Evaluation_Rubric.pdf
Instructional Specialists_Evaluation_Rubric.pdf
PRINCIPAL EVALUATION_FINAL 07-05-2013.docx
Related Service Provider_Evaluation_Rubric.pdf
TEACHER EVALUATION_FINAL 03-26-2013.docx
Teacher_Evaluation.pdf

Planning Documents

FA Program Elem. Exemplary Budget wo Magnets 2014-2015.xls
FA Program Elem. Mid Range Budget wo Magnets 2014-2015.xlsx
FA Program Elem. Minimal Budget wo Magnets 2014-2015.xlsx
FA Program Grades 6,7,8 Budget wo Magnets 2014-2015.xlsx
Vesey Elementary - Small Group Reading Intervention Lesson Plan.docx

District Improvement Plans

TUSD Continuous Improvement Plan 2013-2014.docx

Appendix D (continued)
List of Documents Reviewed

Curriculum Guides

Air and Weather grade 2 standards alignment.pdf
 Algebra1.pdf
 Algebra2.pdf
 Common_Core_ELA_K-5_Avenues_A-F.pdf
 Diverse Learner (ELLs).doc
 EDGE Curriculum Guide.pdf
 ELA_9-10.pdf
 ELA_11-12.pdf
 ELA_Eighth.pdf
 ELA_Fifth.pdf
 ELA_First.pdf
 ELA_Fourth.pdf
 ELA_Kinder.pdf
 ELA_Second.pdf
 ELA_Sixth.pdf
 ELA_Third.pdf
 Elem ILLP Guidelines for online lesson plan template 13_14.doc
 FNL_AVENUES A_AZ ELPS_GrK.pdf
 FNL_AVENUES B_AZ ELPS_Gr1.pdf
 FNL_AVENUES C_AZ ELPS_Gr1-2.pdf
 FNL_AVENUES D_AZ ELPS_Gr3-5.pdf
 FNL_Avenues_E_AZ_ELPS_Gr3-5.pdf
 FNL_AVENUES_F_AZ ELPS_Gr3-5.pdf
 Geometry.pdf
 gr8 FME Storyline.doc
 Link to TUSD Curriculum.docx
 MATH_Fifth.pdf
 MATH_First.pdf
 MATH_Fourth.pdf
 MATH_Kinder.pdf
 MATH_Seventh.pdf
 MATH_Sixth.pdf
 MATH_Third.pdf
 MFE Grade 8 supplemental packet.doc
 MFE standard 1 matrix.doc
 MFE Standard 2 matrix.doc
 MFE Standard 3 matrix.doc
 MFE Standard 5 matrix.doc
 Mixtures and Solutions grade 5 standard alignment.pdf
 Preschool - Behavioral Goals and Objectives.doc
 State Monitoring Key Points for Elementary 09_19_11.doc
 Structured_English_Immersion (SEI in TUSD).doc
 Structures of Life 4th grade standards alignment.pdf
 VISIONS Curriculum Guide.pdf

Other Curriculum Documents

CRC Assessment Framework-grade 9.doc
 CRC Assessment Framework-grade 10.doc
 CRC Assessment Framework-grade 11.doc
 CRC Assessment Framework-grade 12.doc
 ELA_6-8_Reading-History-Social Studies.pdf
 ELA_6-8_Reading-Scie-Tech.pdf
 ELA_6-8_Writing_History_Social Studies.pdf
 ELA_6-8_Writing-Scie-Tech.pdf

Appendix D (continued)
List of Documents Reviewed

HMH_Trophies_CC_G1.1.pdf
HMH_Trophies_CC_G2.1.pdf
HMH_Trophies_CC_G3.1.pdf
HMH_Trophies_CC_G4.1.pdf
HMH_Trophies_CC_G5.1.pdf
HMH_Trophies_CC_Rev_K.pdf
Link to TUSD Adopted ELA and Math Curriculum.docx
Scoring Rubric for Analytic and Narrative Writing.doc

Textbook or Instructional Materials Adoption Documents

Supplementary Materials Adoption Flow Chart - IJJ-E.pdf
TUSD Policy IJJ - Textbook - Supplementary Materials Adoption.doc
TUSD Policy Regulation IJJ - Textbook - Supplementary Materials Adoption.doc
TUSD Textbook Adoption Process.doc

Course Description Books

Course Description-TUSD CTE.pdf
Course Description-TUSD ELD.pdf
Course Description-TUSD Electives.pdf
Course Description-TUSD English.pdf
Course Description-TUSD Exceptional Ed.pdf
Course Description-TUSD Fine and Performing Arts.pdf
Course Description-TUSD Health and Physical Ed.pdf
Course Description-TUSD IB.pdf
Course Description-TUSD Mathematics.pdf
Course Description-TUSD Science.pdf
Course Description-TUSD Social Studies.pdf
Course Description-TUSD World Languages.pdf
Link to TUSD HS Course Catalog.docx

Federal Program Implementation Documents

Erickson_Title 1_updated.doc
FY 14 ESEA Consolidated Fiscal Application (10-1-13).pdf
Language Acquisition Dept_Program Grant Title III.pdf
School Improvement Grants 2013-2014.docx

State Program Implementation Documents

Arizona Dept of Ed_CSPD Grant.docx
Autism Grant Submission.docx
Budget 1st Things 1st Grant.xls
IDEA - AZ TIERS Grant Submission.docx
Secondary Transition Mentoring Project Year 2 Pueblo Cholla Submission.docx

Computer Inventory and Distribution

Curriculum Audit EQUIPMENT COUNTS.xls

Staff Development Plans

Banks Elementary - PD Calendar.pdf
Blenman Elementary - PD Calendar.doc
Bloom Elementary - PD Plans.docx
Booth Fickett K-8 - PD Plan.docx
Borman Elementary - PD Plan.docx
Borton Primary - PD Calendar.doc
Catalina HS - Staff Development Plans.docx
Cavett Elementary - PD Calendar.docx
Cragin Elementary - PD Calendar.docx
Davidson Elementary - PD Schedule.pdf
Dodge MS - Staff Development Plans.xls
Dunham Elementary - PD Plans.docx
Erickson Elementary - PD Calendar.doc

Appendix D (continued)
List of Documents Reviewed

Ford Elementary - PD Plan.docx
Fruchthendler Elementary - PD Plan.docx
Grijalva Elementary - PD Schedule.xlsx
Holladay Elementary - PD Schedule.doc
Howell Elementary - PD Schedule.pdf
Hudlow Elementary - PD Calendar.doc
Hughes Elementary - PD Plan.doc
Lawrence 3-8 - PD Calendar.pdf
Mansfeld MS - Staff Development Plans.docx
Miles K-8 - Staff Development Schedule.doc
Robins K-8 - PD Schedule.docx
Sabino HS - Staff Development Plans.pdf
University HS - Staff Development Plans.docx

Documents on Grouping, Retention, and Placement

Davidson Elementary - Interventions.pdf
Grouping, Retention, Placement - Dropout and Grad rates 4 and 5 yrs.xlsx
Grouping, Retention, Placement - Grad and Drop rates.xlsx
Grouping, Retention, Placement - Retention Data 10-11 and 11-12.xlsx.xls
Grouping, Retention, Placement - Retention Data 12-13.xlsx
Holladay Elementary - Teacher Schedules.pdf
Kellond Elementary - Interventions.pdf
Lineweaver Elementary - Interventions.pdf
Lynn Urquides - Computer Lab Intervention Schedule.doc
Marshall Elementary - Successmaker Schedule.docx
Miller Elementary - Intervention Info.docx
Miller Elementary - Intervention.pdf
Pueblo Gardens K-8 - Reading Intervention.pdf
Roberts-Naylor K-8 - Intervention Schedule.docx
Robison Elementary - Lab and Interventions Schedule.xls
Roskrige Bilingual K-8 Interventions.docx
Safford K-8 Reading Interventions.xlsx
Safford Middle School Intervention Schedule.docx
Sewell Schedule - Reading Interventionist - 2013-2014.pdf
Soleng Tom Elementary - Interventions.pdf
Tolson Elementary - Reading Intervention 2013-2014.xlsx
Vesey Elementary - Math Intervention Groups Oct. 2013.xlsx
Vesey Elementary - Reading Intervention Groups Oct. 2013.docx
Warren Elementary Interventions.docx
Whitmore Elementary - Interventions.pdf
Wright Elementary - Interventions.doc
Discipline DATA.xlsx
Restorative Justice and Practices.pdf

Tests Administered

AIMS State Testing Calendar_2013-14.doc
State and District Assessments - Elementary.doc
State and District Assessments - High Schools.doc
State and District Assessments - Middle.doc

Student Test Data

AdHoc - Five Years of AIMS by Subject etc.xlsx

Approved District Budget

2009-2010 Adopted Budget.pdf
2010-2011 Adopted Budget.pdf
2011-2012 Adopted Budget.pdf
2012-2013 Adopted Budget.pdf

Appendix D (continued)
List of Documents Reviewed

2013-2014 Adopted Budget.pdf
Link to TUSD Financial Services Webpage.docx

Budget Planning Process

TUSD Budget Process Documentation.pdf
Work Flow Charts - Departments and Schools.pdf

Certified Public Accountant Audits

2007-2008 Comprehensive Annual Financial Report.pdf
2008-2009 Comprehensive Annual Financial Report.pdf
2009-2010 Comprehensive Annual Financial Report.pdf
2010-2011 Comprehensive Annual Financial Report.pdf
2011-2012 Comprehensive Annual Financial Report.pdf

Facilities Studies

2011-2012 TUSD Strategic Plan.pdf
2012-2013 Master Plan - Background Information Fact Sheet.docx
2012-2013 Master Plan - Benefits of larger schools.docx
2012-2013 Master Plan - High Performing Classroom Fact Sheet.doc
2012-2013 Master Plan - School Council Training Oct 10.pptx
2012-2013 Master Plan - Summary of Consolidation Option...d Boundaries.docx
2012-2013 Master Plan - Survey Results condensed for Foc...oup (11Sep12).pptx
2012-2013 Master Plan - to Governing Board Nov2012.pptx
2012-2013 Master Plan - to Governing Board Nov2012(2).pptx
2012-2013 Master Plan - to Governing Board Oct23.pptx
Architectural Assessment Surveys.xls
BAI Duffy Merger 1Jul10.doc
BAI Fort Lowell Merger 1Jul10.doc
BAI info WTN-HEN May11.doc
BAI Jefferson Park Merger 1Jul10.doc
BAI Reynolds Merger 15Jun10.doc
BAI Richey Merger 1Jul10.doc
BAI Roberts Merger 15Jun10.doc
BAI Rogers Merger 1Jul10.doc
BAI Van Horne Merger 15Jun10.doc
Closed WO's and Info 10-28-12 to 10-28-13.xlsx
Portables Facilities Condition Index (PFCI).xlsx

District Technology Plan

2012-2015 Technology Strategy.pdf

Unitary Status Plan

Unitary Status Plan Review and Assessment.docx
13-14 McCorkle Addendum updated 11-4-13.doc
13-14 McCorkle CIP from ALEAT.pdf
2013 School Letter Grade Statistics.pptx
2013-2014 Office of Student Equity & Intervention - Org Chart (New).doc

Miscellaneous Documents Requested On Site and Reviewed by Auditors

Accountability and Research Department Info.docx
Achievement Data_AIMS_5Yrs_District_ELL_SPED_GATE_by Subject.xlsx
ACT and SAT Scores.xlsx
ACT_AP Course vs Test Data by Subgroup.xlsx
ACT_NSC Summary - Fall 2013.xlsx
actUAL SURVEY - Support Services Provided to Schools.pdf
Addendum - Pima County Charter Schools 2013.pdf
AdHoc - Five Years of AIMS by Subject etc.xlsx
ALE Budget SY 2014.xlsx
ALE Requests - Enrollment Request by Subgroups.xlsx
ALE_GATE_HONORS_Curriculum Audit - Enrollment Reques...roups - Update.xlsx

Appendix D (continued)
List of Documents Reviewed

ARID Plans - At Risk Interventions Data.pdf
 012 Administrator Meeting.pdf
 AzLearns 2011 multi-year Comparison Rev with Level Cros... Rev 10_11_2011.xls
 Borman ALEAT Plan 2013-14.docx
 Borman Elementary School CIP 2013-14.pdf
 Budget - PD Budget SY 2011-2012.xls
 Budget - PD Budget SY 2012-2013.xlsx
 Budget - PD Budget SY 2013-2014.xlsx
 Budget Process and Timelines.xls
 Charter School Impact on TUSD Enrollment.pdf
 Communications Plan 2013-2014.pdf
 Communications Plan Presentation 2013-2014.pdf
 Comparison of AIMS Math vs Co-Administered Nationally Normed Test.xlsx
 Consolidation Map.pdf
 Courses with Counts for High Schools due 1-31-14.xlsx
 Culturally Relevant Courses - Fall 2013.pdf
 Curriculum Audit - AIMS and *ATI* by Subgroup by ALE Participation.xlsx
 Curriculum Audit - AIMS and *ATI* by Subgroup.xlsx
 Curriculum Audit - Student Growth for Self-Contained GAT...ar Ed Students.xlsx
 Dani Tarry - Family and Community Outreach.pdf
 David Scott Email to Eve_GATE_01-31-2014.pdf
 Declaration of Curricular & Instructional Alignment to the A...emic Standards.pdf
 Demographics - Distribution of Students - Enrollment by S... and Subgroup.xlsx
 Deseg Budget_Final_SY_2013-2014.pdf
 Discipline DATA.xlsx
 District Enrollment Update - September 10 2013 Governing...oard Meeting.pptx
 Dropout Rate for ELD vs Non-ELD Students.pdf
 Dropout Stats_SPED (ExEd).xlsx
 DropoutPrevention_2nd Quarter Composite.docx
 DropoutPrevention_2012-1013 Year End Composite.doc
 ELL - Additional Requests_01-27-2014.pdf
 ELL - Years in Program.xlsx
 ELL Budget FY2014.xls
 Employees by Site - Elementary and K-8 Schools.xlsx
 Employees by Site - High Schools.xlsx
 Employees by Site - Middle Schools.xlsx
 Facilities_Main Report.xlsx
 FARM - Number and Percent of Free and Reduced Lunch_as of 01-28-2014.pdf
 Friday Report - Closure Impact on Enrollment 2_15_2013.pdf
 Gale Elementary School CIP 2013-2014.pdf
 GATE Itinerant Count SY 2013-2014.xls
 GATE Self Contained Count SY 2013-2014.xls
 GATE Student Growth for Self-Contained students vs Regular Ed Students.xlsx
 GATE_Professional Materials for Checkout.docx
 GB Follow up for Enrollment Presentation.docx
 GB Follow up to Questions about Closures and Charter Schools.docx
 Graduation Rates_SPED (ExEd) 2008-2013 FINAL.xlsx
 HR_13-14_Agreement_ExemptAdministrators.pdf
 HR_13-14_Agreement_ExemptCoordinators.pdf
 HR_13-14_Consensus Agreement.pdf
 HR_2013-2014 vacancy list by site.xlsx
 HR_Administrator Separations since 2008.xlsx
 HR_Recruitment_Plan_13-14.pdf
 HR_Spring Process Timeline SY14.xlsx

Appendix D (continued)
List of Documents Reviewed

HR_Teachers - In Non HQT Positions_LEA(1) 11-13-13.xls
 HR_TUSD_Employee Certification 02-04-2014.xlsx
 Hughes Elementary School ALEAT Plan 13-14.docx
 Job Description - Deputy Superintendent of Operations - JOB04458.doc
 Job Description - Deputy Superintendent of Teaching and Learning - JOB06539.doc
 Job Description - Director of Accountability and Research.doc
 Job Description - Director of Employee Relations.doc
 Job Description - Executive Director of HR.doc
 Job Description - Superintendent - JOB06538.doc
 List of TUSD Committees.docx
 Magnet Programs - Comprehensive Review Jan 2013.pdf
 Materials Purchased for SPED.xlsx
 Mexican American Student Support Annual Plan.pdf
 Miles ELC_13-14_CIP from ALEAT.pdf
 MOJAVE_Interscholastic Modifications 12-13.docx
 MOJAVE_Interscholastic Modifications.docx
 OCR - 063006 TUSD Final Monitoring Report MA OCR 08011157.pdf
 OCR - 083006 TUSD Supplement to final report MA OCR 08011157.pdf
 OCR - 101606 OCR MA Closeout letter 08011157.pdf
 OCR_Meaningful Access Instruction_Report.pdf
 Org Chart - Technology Services.pdf
 PD_Evaluation.xlsx
 PD_Evidence of teacher and admin attendance for past 2 years.xlsx
 PD_List of all formal PD for past 2 years.xlsx
 PD_List of all formal PD re Desegregation Order.xlsx
 PD_Procedures, Courses & Payment.docx
 Retention Data_10-11 and 11-12.xls
 Retention Data_SPED.xls
 Retention Data_Student Retention Rates SY 8-09 to 12-13.xlsx
 Rubrics - Referenced in Dr Vega's Interview.docx
 Sabino High School_CIP_Staff Development Plan.pdf
 School Accountability Systems - October 25 Governing Board Meeting.ppt
 School Information with Age.xlsx
 School Letter Grades 2012 - Comparison by Composition.xlsx
 Software, Textbooks, Materials Requests_01-27-2014.docx
 SPED Primary Need by School.xlsx
 SPED_Budget.pdf
 SPED_Criteria for Evaluation_Fall2013.docx
 SPED_Criteria for Referral_PlacementProcess.docx
 SPED_Ethnicity and Gender and SPED_Monitoring Reports.xlsx
 SPED_Number of Students - Delivery Models.docx
 SPED_SelfAssessment_Pilot_Investigative_Student_Form.docx
 Staff Demographics.xlsx
 State of the District Presentation.ppt
 Student Enrollment with Ethnicity - 1996-2013.xlsx
 Student Enrollment with Ethnicity - 2008-2013.xlsx
 Supplemental Materials - GATE.doc
 SURVEY - Support Services Provided to Schools.docx
 SURVEY DATA - Support Services.xls
 Teacher Turnover and Average Salary.docx
 Technology Budget_FY12_TS_GL_Budget_Report.pdf
 Technology Budget_FY13_TS_GL_Budget_Report.pdf
 Technology Budget_FY14_TS_GL_Budget_Report_as_of_01.28.2014.pdf
 Textbooks and Software _ELL_01-28-2014.pdf

Appendix D (continued)
List of Documents Reviewed

Three Years Summary of School Letter Grades (Final).xlsx
Training_PD_Board Members_Five Years.doc
Transfers by Public and Charter by Ethnicity for 2014.xlsx
TUSD Enrollment Presentation.ppt
UHS Admissions Process (Jan. 2014).docx
University High School Plan 13-14 comments.docx

Tucson Unified School District leaders have contracted with an external evaluation team from Curriculum Management Systems, inc. (CMSi) to complete a Curriculum Audit. The team is on site January 27-31, 2014. The audit team will visit campuses during that time, and will be conducting interviews during the week. However, the team will not have the opportunity to speak with everyone in the district. We would like to use the following survey to gather input from as many people as possible. Please take a few minutes to complete this survey so your opinion can be represented.

All answers will remain anonymous and survey information will only be reported in aggregate. Please complete this survey by February 1. Thank you very much for your assistance.

1. What grade level is your student (or students) in?

☐ Elementary School

☐ Middle School

☐ High School

Other (please specify)

2. What are the strengths of this school district?

3. What are the areas that need improvement in this school district?

4. My child's school does a good job equipping my student with the skills he/she needs to be successful.

☐ Strongly Agree

☐ Agree

☐ Disagree

☐ Strongly Disagree

5. I can easily access the curriculum my child is being taught.

☐ Strongly Agree

☐ Agree

☐ Disagree

☐ Strongly Disagree

Other (please specify)

6. I am frequently updated regarding my child's progress in mastering the district curriculum.

☐ Strongly Agree

☐ Agree

☐ Disagree

☐ Strongly Disagree

7. I know my child's teacher(s) uses/use assessment data to plan instruction that meets my child's needs.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree

Comment

8. My child frequently uses technology in the classroom to complete activities and/or projects.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree
- ☐ Don't Know

Please respond to the following questions about addressing different student needs

9. My child's teacher(s) successfully engages my child in challenging, hands-on learning activities.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree

Other (please specify)

10. My child receives services/programming in the following area(s):

- ☐ Gifted/talented or advanced academics programming
- ☐ English Language Learning (ELL)/English as a Second Language (ESL)
- ☐ Special Education
- ☐ Other disability/504 planning and services
- ☐ Dual Language/Immersion programming

11. My child's needs for academic acceleration and cognitively rigorous instruction are being met.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree

Other (please specify)

12. There is an explicit instructional model teachers use for English language development and sheltered instruction.

- ☐ strongly agree
- ☐ agree
- ☐ disagree
- ☐ strongly disagree

13. My child has full support in learning the curriculum through sheltered instruction or primary language support.

- ☐ strongly agree
- ☐ agree
- ☐ disagree
- ☐ strongly disagree

14. My child has an Individualized Education Plan (IEP) that outlines how his or her academic needs will be met.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree

15. My child's teachers closely follow my child's IEP.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree

16. My child's learning needs are taken into account when his/her teacher(s) is planning instruction.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree

17. My child's teacher(s) makes modifications to instruction and assignments in response to my child's 504 or specific needs.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree

Parent's Survey (Spanish version)

El Distrito Escolar Unificado de Tucson ha contratado a un equipo externo de evaluación de CMSi para completar una Auditoría del Currículo. El equipo estará presente del 27. hasta el 31. de enero del 2014. El equipo auditor visitará los campus durante este periodo y realizará entrevistas durante la semana. Sin embargo, el equipo no tendrá oportunidad de hablar con todos en el distrito. Nos gustaría utilizar la siguiente encuesta para recabar información de la mayor gente posible. Por favor tome algunos minutos para completar la siguiente encuesta para que su opinión pueda ser representada.

Todas las respuestas se mantendrán anónimas y sólo se reportarán en conjunto. Por favor complete esta encuesta para el 7 de febrero. Muchas gracias por su apoyo.

1. ¿En qué grado está(n) su(s) estudiante(s)?

☐ la escuela primaria

☐ la escuela secundaria

☐ la preparatoria

Otra (por favor especifique)

2. ¿Cuáles son las fortalezas de este distrito escolar?

3. ¿Cuáles son las áreas que necesitan mejorar en este distrito escolar?

4. La escuela de mi hijo(a) hace un buen trabajo preparando a mi estudiante con las habilidades que necesita para tener éxito.

☐ Fuertemente de acuerdo

☐ De acuerdo

☐ En desacuerdo

☐ Fuertemente en desacuerdo

5. Puedo fácilmente acceder el currículo que está siendo impartido a mi hijo(a).

☐ Fuertemente de acuerdo

☐ De acuerdo

☐ En desacuerdo

☐ Fuertemente en desacuerdo

Otra (por favor especifique)

6. Me actualizan frecuentemente sobre el progreso de mi hijo(a) en dominar el currículo del distrito.

☐ Fuertemente de acuerdo

☐ De acuerdo

☐ En desacuerdo

☐ Fuertemente en desacuerdo

7. Yo sé que el maestro(s) de mi hijo(a) utiliza asesoramiento de datos para planear instrucción que satisfaga las necesidades de mi hijo(a).

- ☐ Fuertemente de acuerdo
- ☐ De acuerdo
- ☐ En desacuerdo
- ☐ Fuertemente en desacuerdo

Comentario

8. Mi hijo(a) frecuentemente utiliza tecnología en el salón de clases para completar actividades y/o proyectos.

- ☐ Fuertemente de acuerdo
- ☐ De acuerdo
- ☐ En desacuerdo
- ☐ Fuertemente en desacuerdo
- ☐ No sé

Por favor responda a las siguientes preguntas sobre dirigirse a las diferentes necesidades de los estudiantes.

9. El maestro(s) de mi hijo(a) exitosamente aborda a mi hijo(a) en actividades desafiantes y prácticas de aprendizaje.

- ☐ Fuertemente de acuerdo
- ☐ De acuerdo
- ☐ En desacuerdo
- ☐ Fuertemente en desacuerdo

Otra (por favor especifique)

10. Mi hijo(a) recibe servicios/programación en la(s) siguiente(s) área(s):

- ☐ Dotado/talentoso (GT) o programación académica avanzada
- ☐ Aprendizaje del idioma inglés (ELL)/Inglés como segunda idioma (ESL)
- ☐ Educación especial
- ☐ Otra incapacidad/504 servicios y planificación
- ☐ Bilingüe/Programación de inmersión

11. Las necesidades de mi hijo(a) para aceleración académica e instrucción cognitiva rigurosa están siendo cumplidas.

- ☐ Fuertemente de acuerdo
- ☐ De acuerdo
- ☐ En desacuerdo
- ☐ Fuertemente en desacuerdo

Otra (por favor especifique)

12. Hay un modelo explícito de instrucción que usan los maestros para el desarrollo del idioma inglés e instrucción contextualizada.

- ☐ Fuertemente de acuerdo
- ☐ De acuerdo
- ☐ En desacuerdo
- ☐ Fuertemente en desacuerdo

13. Mi hijo(a) tiene completo apoyo en el aprendizaje del currículo a través de instrucción contextualizada o apoyo del lenguaje primario.

- ☐ Fuertemente de acuerdo
- ☐ De acuerdo
- ☐ En desacuerdo
- ☐ Fuertemente en desacuerdo

14. Mi hijo(a) tiene un programa de educación individualizado (IEP por sus siglas en inglés) que enmarca como sus necesidades académicas serán cumplidas.

- ☐ Fuertemente de acuerdo
- ☐ De acuerdo
- ☐ En desacuerdo
- ☐ Fuertemente en desacuerdo

15. Los maestros de mi hijo(a) siguen atentamente el IEP (por sus siglas en inglés) de mi hijo(a).

- ☐ Fuertemente de acuerdo
- ☐ De acuerdo
- ☐ En desacuerdo
- ☐ Fuertemente en desacuerdo

16. Las necesidades de aprendizaje de mi hijo(a) son tomadas en cuenta cuando su maestro(s) planean instrucción.

- ☐ Fuertemente de acuerdo
- ☐ De acuerdo
- ☐ En desacuerdo
- ☐ Fuertemente en desacuerdo

17. El maestro(s) de mi hijo(a) hace(n) modificaciones a la instrucción y tareas en respuesta a las necesidades específicas o 504 de mi hijo(a).

- ☐ Fuertemente de acuerdo
- ☐ De acuerdo
- ☐ En desacuerdo
- ☐ Fuertemente en desacuerdo

The CMSi team has concluded its site visit portion of the TUSD curriculum audit, and we sincerely appreciate your assistance and cooperation. We need to ask for further assistance, as building administrators are critical to sound curriculum management. If you could provide answers to the following questions it would help us immeasurably in finalizing our conclusions concerning the major strengths and weaknesses of the district. Your answers are confidential and will not reflect on you or your position. Again, thank you for all data and information you have submitted for the CMSi audit to date!

Your response is needed by February 10, if possible. Thanks!

What level is your school?

- ☐ Elementary
- ☐ Middle School
- ☐ High School
- ☐ Alternative School/Program

Other (please specify)

How long have you been an administrator in your building?

- ☐ One year or less.
- ☐ 1-3 years
- ☐ 4-7 years
- ☐ 8-10 years
- ☐ 10-15 years
- ☐ 15+ years

What are the strengths of the district?

What are the weaknesses of the district?

How often are you able to visit every classroom in your building?

- ☐ Rarely
- ☐ once a month
- ☐ once a week
- ☐ every few days
- ☐ every day

Other (please specify)

* When you are in classrooms, what is the main purpose for your visit?

I have adequate and timely support from central office when I need to hire a teacher in my building.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree

I need and use substitute teachers on a regular basis, for both long-term and short-term situations.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Not applicable
- ☐ Disagree
- ☐ Strongly Disagree

Substitute teachers in my building consistently are of high quality and well equipped to deliver sound instruction.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Not applicable
- ☐ Disagree
- ☐ Strongly Disagree

Teachers in my building are effective at improving student learning and their subsequent test scores.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Neutral
- ☐ Disagree
- ☐ Strongly Disagree

What letter grade was designated for your school by the Arizona Department of Education this past year?

- ☐ A
- ☐ B
- ☐ C
- ☐ D or lower

Please comment:

I am satisfied with the response time to maintenance issues in my building.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree
- ☐ N/A (have not had opportunity to know)

I am satisfied with the professional development I receive in my position as a building administrator.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree
- ☐ N/A (have not been in position long enough to receive training)

There is adequate direction in policy for all building-level decision making.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree
- ☐ N/A

The teachers in my building are effective at differentiating instruction to meet individual students' needs.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree
- ☐ N/A (have not had opportunity to observe)

The teachers in my building are sensitive to the linguistic, cultural, and economic diversity among our students.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree
- ☐ N/A (have not had opportunity to observe)

The teachers and support personnel in my building have consistently high expectations for student performance.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree
- ☐ N/A (have not had opportunity to observe)

The teachers in my building are consistently respectful and caring toward all students and their families.

- ☐ Strongly agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly disagree

The support personnel (office staff, custodial, etc.) in my building are consistently respectful and caring toward all students and their families.

- ☐ Strongly agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly disagree

The teacher mentor that serves my building is effective in supporting new teachers and assisting them in delivering improved instruction, as indicated by gains in student achievement.

- ☐ Strongly Agree
- ☐ Agree
- ☐ No opinion
- ☐ Disagree
- ☐ Strongly Disagree

The responsibilities of the Learning Support Coordinator have been clearly defined and communicated to principals in the district.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree
- ☐ N/A (not applicable because I do not have an LSC)

The Learning Support Coordinator in my building is effective in fulfilling his/her responsibilities.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree
- ☐ N/A (not applicable because I do not have an LSC)

I have all the information I need regarding what support services are available in the community for the students in my building.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree

* What guides your teachers' decisions regarding what they are going to teach on a given day?

Please rate the adequacy of services for students with IEPs at your campus.

- ☐ Completely adequate
- ☐ Adequate
- ☐ Inadequate
- ☐ Completely inadequate

Teachers in my building consistently use individual student data in planning their daily instruction.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree

Teachers in my building consistently select instructional interventions based on formative student achievement data.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree

All teachers in my building are adequately trained in meeting the needs of English language learners.

- ☐ Strongly Agree
☐ Agree
☐ Disagree
☐ Strongly Disagree

Teachers in my building are very effective in meeting the needs of English language learners and are successful in improving their test performance.

- ☐ Strongly Agree
☐ Agree
☐ Disagree
☐ Strongly Disagree

There are adequate assessment tools available to teachers on a daily basis to determine student progress in mastering curriculum objectives.

- ☐ Strongly Agree
☐ Agree
☐ No opinion
☐ Disagree
☐ Strongly Disagree

I am familiar with the district curriculum and its expectations for student learning.

- ☐ Strongly Agree
☐ Agree
☐ Disagree
☐ Strongly Disagree

My teachers are familiar with the district curriculum and its expectations for student learning, and they use it regularly to plan instruction.

- ☐ Strongly Agree
☐ Agree
☐ Disagree
☐ Strongly Disagree

I am well aware of the district's goals and mission that drive our work.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree

I have adequate support from central office in dealing with instructional issues in the building.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree

I have adequate support from central office in dealing with non-instructional building management issues.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Disagree
- ☐ Strongly Disagree

The Tucson Unified School District has contracted with an external evaluation team from Curriculum Management Systems, Inc. to complete a curriculum management audit of the district. The team is on site January 27-31, 2014.

The team will visit campuses during that time and will be conducting interviews during the week. On Tuesday, January 28, 2014, there will be an opportunity for teachers to be individually and privately interviewed by a curriculum auditor in the Wright Elementary School Cafeteria from 4 to 6 pm.

However, the team will not have the opportunity to speak with everyone in the district. We would like to use this confidential survey to gather input and information about issues in the school system from as many teachers as possible.

Please take a few minutes to complete this survey so your opinion can be represented.

It is important for you to know that all survey responses will remain anonymous and survey information will only be reported in aggregate. Please do not disclose your name anywhere in the survey.

PLEASE COMPLETE THIS SURVEY NO LATER THAN 10 PM ON WEDNESDAY, JANUARY 29, 2014.

Your cooperation and assistance is greatly appreciated.

1. What is the job title for your current position?

- ☐ Teacher
- ☐ Department Chair
- ☐ Specialist or Coach
- ☐ Counselor

Other (please specify)

2. What is your level or area of assignment?

- ☐ Elementary School
- ☐ Middle School
- ☐ High School
- ☐ District-wide

Other (please specify)

3. What is your primary instructional content area?

- ☐ All core content areas
- ☐ Reading/English
- ☐ Mathematics
- ☐ Science
- ☐ Social Studies
- ☐ Foreign Language
- ☐ Music/Art
- ☐ Physical Education/Health
- ☐ Career and/or Technology

Other (please specify)

4. I have been teaching in this school system for the following number of years:

- ☐ 1-3 years
- ☐ 4-10 years
- ☐ 11-20 years
- ☐ 21 years or more

5. What are the strengths of this school district?

6. What are the areas that need improvement in this school district?

7. What do you use to guide instruction?

- ☐ I use the district adopted textbook to plan my instruction
- ☐ I use the district developed curriculum daily/weekly to plan instruction
- ☐ I use the district developed curriculum monthly to plan instruction
- ☐ I use campus developed curriculum to plan instruction
- ☐ I design instruction based on my own ideas and/or resources
- ☐ In my position I am not responsible for planning instruction

Other (please specify)

8. The district designed curriculum is (check all that apply)

- ☐ Easily accessible
- ☐ Not easily accessible
- ☐ User friendly
- ☐ Useful in planning
- ☐ Not useful in planning

Other (please specify)

9. There are a reasonable number of objectives for my content area (students can master all objectives).

- ☐ Strongly Agree
- ☐ Agree
- ☐ Neutral
- ☐ Disagree
- ☐ Strongly Disagree

Comment

10. I have had adequate training in the use of curriculum documents and aligned instructional resources.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Neutral
- ☐ Disagree
- ☐ Strongly Disagree

Comment

11. I use the results of assessments in my curriculum area to plan instruction on a regular (daily) basis.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Neutral
- ☐ Disagree
- ☐ Strongly Disagree

Comment

12. How do you use student assessment data? (check all that apply)

- ☐ To give grades
- ☐ To plan reteaching
- ☐ To refer students to intervention
- ☐ To group students for instruction
- ☐ To place students in the correct course

Other (please specify)

13. Technology software is selected based on strong alignment to district curriculum objectives and state assessments.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Neutral
- ☐ Disagree
- ☐ Strongly Disagree
- ☐ Don't Know

Comment

Please respond to the following questions about addressing different student needs

14. Our district has a well designed plan to support students whose primary language is not English.

- ☐ strongly agree
- ☐ agree
- ☐ neutral
- ☐ disagree
- ☐ strongly disagree

15. There is an explicit instructional model teachers use for English language development and sheltered instruction.

- ☐ strongly agree
- ☐ agree
- ☐ neutral
- ☐ disagree
- ☐ strongly disagree

16. All students have full access to the core curriculum through sheltered instruction or primary language support.

- ☐ strongly agree
- ☐ agree
- ☐ neutral
- ☐ disagree
- ☐ strongly disagree

17. My school has fully implemented the district plan for English language learners.

- ☐ strongly agree
- ☐ agree
- ☐ neutral
- ☐ disagree
- ☐ strongly disagree

18. I have been adequately trained in effective strategies for working with English learners.

- ☐ Strongly agree
- ☐ Agree
- ☐ Neutral
- ☐ Disagree
- ☐ Strongly disagree

19. I have been trained in strategies for differentiating instruction to meet the individual needs of my students.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Neutral
- ☐ Disagree
- ☐ Strongly Disagree

Comments

20. I use strategies for differentiating instruction to meet the individual needs of my students.

- ☐ Daily
- ☐ At least weekly
- ☐ Several times a month
- ☐ Several times a quarter
- ☐ Rarely

21. Individual learning plans and intervention plans are developed for students at this school who are underachieving, as indicated by student assessment data.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Neutral
- ☐ Disagree
- ☐ Strongly Disagree

Comments

School and professional development information

22. How often does your principal or assistant principal visit your classroom?

- ☐ Daily or almost daily
☐ At least weekly
☐ At least monthly
☐ At least twice a year
☐ I rarely see my principal/assistant principal in my classroom

Comments

23. Please check the responses which describe how your principal, assistant principal, other administrator or coach/strategist provides you with useful feedback on informally observed lessons.

	Principal	Assistant principal	District Administrator	Coach/strategist
No feedback given	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Feedback is always useful	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Feedback is somewhat useful	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Feedback is not useful	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comment:

24. I consider the quality and relevance of professional development to be:

	District provided (coach, mentor, specialist, etc.)	School site provided (principal, department head, etc.)	Region provided
Excellent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Above average	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Average	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

25. At our campus we have a single school improvement plan that spans more than one year and is focused on a limited number of academic goals that direct my work with students.

- ☐ Strongly Agree
☐ Agree
☐ No opinion
☐ Disagree
☐ Strongly Disagree

Comments

26. Our school facilities are adequate.

- ☐ Strongly Agree
☐ Agree
☐ Neutral
☐ Disagree
☐ Strongly Disagree

Comments

27. What has been the focus of professional learning this year at your campus? (study groups, professional development days, individual teams, PLCs)

- | | |
|---|--|
| <input type="checkbox"/> Language Arts | <input type="checkbox"/> Mathematics |
| <input type="checkbox"/> Social Studies | <input type="checkbox"/> Science |
| <input type="checkbox"/> Fine Arts | <input type="checkbox"/> Strategies for use with English language learners |
| <input type="checkbox"/> Career/Technology | <input type="checkbox"/> Data Analysis |
| <input type="checkbox"/> Instructional Strategies | <input type="checkbox"/> Differentiated instruction |
| <input type="checkbox"/> No particular focus for professional development | <input type="checkbox"/> RTI |

Other (please specify)

28. How would you rate the quality of instructional leadership in your building?

- ☐ Highly effective
☐ Effective
☐ No opinion
☐ Somewhat ineffective
☐ Not effective

Comment

29. If I ever need help with my teaching, supplies or materials, or lesson planning, my PRIMARY source of help would be:

- ☐ Another teacher
☐ A curriculum specialist
☐ A professional development specialist
☐ My principal
☐ Someone outside the system
☐ Other (please specify)

30. If there was ONE thing about this school district that you believe needs to be changed or improved, what would it be?

Content Area	Grade Level			# Courses Needing Curriculum	# Courses Having Curriculum	% Scope for Content Area
	6	7	8			
English Language Arts	X	X	X	3	3	100.0%
English Language Arts Honors	X	X	X	3	0	0.0%
ELD (Levels I-IV)*	X	X	X			
Transition Language Arts	X			1	0	0.0%
Total				7	3	42.9%
Algebra 1-2*			X			
Geometry 1-2*			X			
Grade Level Math	X	X	X	3	3	100.0%
Grade Level Math, AC	X	X	X	3	0	0.0%
Total				6	3	50.0%
Grade Level Science	X	X	X	3	0	0.0%
HS Integrated Science*			X			
Total				3	0	0.0%
Grade Level Social Studies	X	X	X	3	0	0.0%
HS Geography*			X			
Total				3	0	0.0%
American Sign Language*			X			
Spanish	X	X	X	3	0	0.0%
Spanish for Native Speakers	X	X	X	3	0	0.0%
HS Spanish 1-2*			X			
HS Spanish for Native Speakers 1-2*			X			
Arabic	X	X	X	3	0	0.0%
Korean 1-2*			X			
Total				9	0	0.0%
Art	X	X	X	3	0	0.0%
Advanced Art		X	X	1	0	0.0%
Exploratory Arts	X	X	X	3	0	0.0%
Band, Beginning	X	X	X	1	0	0.0%
Band, Intermediate	X	X	X	1	0	0.0%
Band, Advanced	X	X	X	1	0	0.0%
Orchestra, Beginning	X	X	X	1	0	0.0%
Orchestra, Intermediate	X	X	X	1	0	0.0%
Orchestra, Advanced	X	X	X	1	0	0.0%
Guitar	X	X	X	1	0	0.0%

Appendix F (continued)
Exhibit 2.2.2
Scope of Curriculum Grades 6-8
Tucson Unified School District
January 2014

Content Area	Grade Level			# Courses Needing Curriculum	# Courses Having Curriculum	% Scope for Content Area
	6	7	8			
Mariachi	X	X	X	1	0	0.0%
Music	X	X	X	1	0	0.0%
Drama			X	1	0	0.0%
Chorus, Beginning		X	X	1	0	0.0%
Chorus, Advanced		X	X	1	0	0.0%
Performing Arts	X	X	X	1	0	0.0%
Dance, Beginning	X	X	X	1	0	0.0%
Dance, Intermediate	X	X	X	1	0	0.0%
Dance, Advanced	X	X	X	1	0	0.0%
Dance Choreography	X	X	X	1	0	0.0%
Ensemble Dance	X	X	X	1	0	0.0%
Total				25	0	0.0%
Phys Ed	X	X	X	1	0	0.0%
Total				1	0	0.0%
Academic Literacy	X	X	X	1	0	0.0%
Rocketry	X	X	X	1	0	0.0%
Journalism	X	X	X	1	0	0.0%
Yearbook	X	X	X	1	0	0.0%
CORE Enrichment	X	X	X	3	0	0.0%
GATE CORE Enrichment	X	X	X	3	0	0.0%
Exploratory	X	X	X	3	0	0.0%
Environmental Design	X	X	X	3	0	0.0%
Media Arts/Tech Cluster*			X			
E Tech GATE	X	X	X	1	0	0.0%
Exploring Engineering*			X			
Citizenship Education	X	X	X	1	0	0.0%
Total				18	0	0.0%
*Courses included under high school scope						
Sources: building master schedules, administrative interviews, district web site						

Course	Grade(s) Taught	Number of Courses Needing Curriculum	Number of Courses with Curriculum Available	% Scope
English 9	9	1	1	100.0%
English 10	10	1	1	100.0%
English 11	11	1	1	100.0%
English 12	12	1	1	100.0%
English 9 GATE	9	1	0	0.0%
English 10 GATE	10	1	0	0.0%
English 11 GATE	11	1	0	0.0%
English 9 Honors	9	1	0	0.0%
English 10 Honors	10	1	0	0.0%
English 11 Honors	11	1	0	0.0%
English 12 Honors	12	1	0	0.0%
English Language AP	9-12	1	0	0.0%
English Literature AP	9-12	1	0	0.0%
21st Century Workplace English	9-12	1	0	0.0%
Contemporary World Literature	11-12	1	0	0.0%
Native American Literature	11	1	0	0.0%
Exploring Literature	9-12	1	0	0.0%
Women's Literature	12	1	0	0.0%
Creative Writing	11-12	1	0	0.0%
ELD I Listening and Speaking	9-12	1	0	0.0%
ELD II Listening and Speaking	9-12	1	0	0.0%
ELD I Grammar	9-12	1	0	0.0%
ELD II Grammar	9-12	1	0	0.0%
ELD I Reading	9-12	1	0	0.0%
ELD II Reading	9-12	1	0	0.0%
ELD I Writing	9-12	1	0	0.0%
ELD II Writing	9-12	1	0	0.0%
ELD III Academic Reading	9-12	1	0	0.0%
ELD IV Academic Reading	9-12	1	0	0.0%
ELD III Academic Writing	9-12	1	0	0.0%
ELD IV Academic Writing	9-12	1	0	0.0%
ELD III Language Arts	9-12	1	0	0.0%
ELD III Language Arts and Support	9-12	1	0	0.0%
ELD IV Language Arts	9-12	1	0	0.0%
ELD IV Language Arts and Support	9-12	1	0	0.0%
Reading	9	1	0	0.0%
English 5-6 Cul Rel African Am Viewpoint	11	1	1	100.0%
English 7-8 Cul Rel African Am Viewpoint	12	1	1	100.0%
English 5-6 Cul Rel Mexican Am Viewpoint	11	1	1	100.0%
English 7-8 Cul Rel Mexican Am Viewpoint	12	1	1	100.0%
Total		40	8	20.0%

Exhibit 2.2.3 (continued) Scope of Curriculum Grades 9-12 Tucson Unified School District January 2014				
Course	Grade(s) Taught	Number of Courses Needing Curriculum	Number of Courses with Curriculum Available	% Scope
Algebra I	9-12	1	1	100.0%
Algebra I Honors	9-10	1	0	0.0%
Geometry	9-12	1	1	100.0%
Geometry Honors	9-12	1	0	0.0%
Algebra II	10-12	1	1	100.0%
Algebra II Honors	10-12	1	0	0.0%
Precalculus	11-12	1	0	0.0%
Precalculus Honors	11-12	1	0	0.0%
Calculus AB AP	11-12	1	0	0.0%
Calculus BC AP	11-12	1	0	0.0%
Calculus Honors	11-12	1	0	0.0%
College Algebra	11-12	1	0	0.0%
Mathematical Finance	11-12	1	0	0.0%
Statistics AP	11-12	1	0	0.0%
Statistics and Probability	11-12	1	0	0.0%
Trigonometry I	11-12	1	0	0.0%
Trigonometry I Honors	11-12	1	0	0.0%
Total		17	3	17.6%
Anatomy and Physiology	11-12	1	0	0.0%
Applied Biological Systems Intro	9-10	1	0	0.0%
Applied Biological Systems Adv	9-10	1	0	0.0%
Astronomy Observation Honors	11-12	1	0	0.0%
Biology 1-2	9-12	1	0	0.0%
Biology Honors 1-2	9-12	1	0	0.0%
Biology AP	9-12	1	0	0.0%
Biology, Environmental	9-12	1	0	0.0%
Biology, Forensic	11-12	1	0	0.0%
Integrated Science	9-12	1	0	0.0%
Marine Biology	9-12	1	0	0.0%
Plant Science I Honors	11-12	1	0	0.0%
Biotechnology 1-2	10-12	1	0	0.0%
Biotechnology 3-4	11-12	1	0	0.0%
Biotechnology Internship	12	1	0	0.0%
Chemistry 1-2	10-12	1	0	0.0%
Chemistry Honors 1-2	9-12	1	0	0.0%
Chemistry AP	9-12	1	0	0.0%
Conceptual Physics	9-12	1	0	0.0%
Conceptual Science	9-12	1	0	0.0%
Earth Science	9-12	1	0	0.0%
Genetics	11-12	1	0	0.0%
Geology	9-12	1	0	0.0%

Exhibit 2.2.3 (continued) Scope of Curriculum Grades 9-12 Tucson Unified School District January 2014				
Course	Grade(s) Taught	Number of Courses Needing Curriculum	Number of Courses with Curriculum Available	% Scope
Oceanography Honors	11-12	1	0	0.0%
Physics 1-2	10-12	1	0	0.0%
Physics B AP	11-12	1	0	0.0%
Physics C AP	11-12	1	0	0.0%
Planetary Science Honors 1-2	11-12	1	0	0.0%
Exploring Engineering	9-12	1	0	0.0%
Problem Solving and Engineering Design	10-12	1	0	0.0%
Project Engineering	11-12	1	0	0.0%
Research Methods	12	1	0	0.0%
Research Methods Advanced	12	1	0	0.0%
Total		33	0	0.0%
American History 1-2	11-12	1	0	0.0%
American History Multiple Perspectives	11-12	1	0	0.0%
US History Cul Rel African Am View	11-12	1	1	100.0%
US History Cul Rel Mexican Am View	11-12	1	1	100.0%
US History AP	9-12	1	0	0.0%
Global Studies GATE	9-12	1	0	0.0%
US Government and Policies AP	9-12	1	0	0.0%
US Government Cul Rel Mexican Am View	11-12	1	1	100.0%
US Government Cul Rel African Am View	11-12	1	1	100.0%
US Government Multicultural Viewpoint	11-12	1	0	0.0%
Economics	11-12	1	0	0.0%
Macroeconomics AP	9-12	1	0	0.0%
Microeconomics AP	9-12	1	0	0.0%
Psychology	9-12	1	0	0.0%
Psychology AP	9-12	1	0	0.0%
Western Civilization GATE	9-12	1	0	0.0%
World History AP	9-12	1	0	0.0%
World History Honors 1-2	9-12	1	0	0.0%
World History/Geography 1-2	9-12	1	0	0.0%
Total		19	4	21.1%
American Sign Language 1-2	9-12	1	0	0.0%
American Sign Language 3-4	9-12	1	0	0.0%
American Sign Language 5-6	10-12	1	0	0.0%
American Sign Language 7-8	10-12	1	0	0.0%
Chinese I	9-12	1	0	0.0%
Chinese II	9-12	1	0	0.0%
Chinese (Mandarin)	9-12	1	0	0.0%
French 1-2	9-12	1	0	0.0%
French 3-4	9-12	1	0	0.0%
French 5-6	9-12	1	0	0.0%

Exhibit 2.2.3 (continued) Scope of Curriculum Grades 9-12 Tucson Unified School District January 2014				
Course	Grade(s) Taught	Number of Courses Needing Curriculum	Number of Courses with Curriculum Available	% Scope
French 7-8	9-12	1	0	0.0%
French Language AP	9-12	1	0	0.0%
Korean 1-2	9-12	1	0	0.0%
Korean 3-4	9-12	1	0	0.0%
Russian 1-2	9-12	1	0	0.0%
Russian 3-4	9-12	1	0	0.0%
Russian 5-6	9-12	1	0	0.0%
Russian 7-8	9-12	1	0	0.0%
Spanish 1-2	9-12	1	0	0.0%
Spanish 3-4	9-12	1	0	0.0%
Spanish 5-6	9-12	1	0	0.0%
Spanish 1-2 Honors	9-12	1	0	0.0%
Spanish 3-4 Honors	9-12	1	0	0.0%
Spanish 5-6 Honors	9-12	1	0	0.0%
Spanish 7-8 Honors	9-12	1	0	0.0%
Spanish Language AP	9-12	1	0	0.0%
Spanish Literature AP	9-12	1	0	0.0%
Spanish for Native Speakers 1-2	9-12	1	0	0.0%
Spanish for Native Speakers 3-4	9-12	1	0	0.0%
Total		29	0	0.0%
2D Studio Art Design AP	9-12	1	0	0.0%
Art Appreciation	9-12	1	0	0.0%
Art History AP	9-12	1	0	0.0%
Art Beginning	9-12	1	0	0.0%
Art Intermediate	9-12	1	0	0.0%
Art Advanced	9-12	1	0	0.0%
Art Advanced Studio Studies	9-12	1	0	0.0%
Clay and Ceramics 1-2	9-12	1	0	0.0%
Clay and Ceramics 3-4	9-12	1	0	0.0%
Commercial Art	9-12	1	0	0.0%
Commercial Art Advanced	9-12	1	0	0.0%
Drawing and Painting Beginning	9-12	1	0	0.0%
Drawing and Painting Advanced	9-12	1	0	0.0%
Music Appreciation	9-12	1	0	0.0%
Music Theory AP	9-12	1	0	0.0%
Studio Art -Drawing AP	9-12	1	0	0.0%
Band, Beginning	9-12	1	0	0.0%
Band, Intermediate	9-12	1	0	0.0%
Band , Advanced	9-12	1	0	0.0%
Band Color Guard	9-12	1	0	0.0%

Exhibit 2.2.3 (continued) Scope of Curriculum Grades 9-12 Tucson Unified School District January 2014				
Course	Grade(s) Taught	Number of Courses Needing Curriculum	Number of Courses with Curriculum Available	% Scope
Marching/Symphonic Band	9-12	1	0	0.0%
Dance 1-2	9-12	1	0	0.0%
Dance 3-4	9-12	1	0	0.0%
Dance 5-6	9-12	1	0	0.0%
Dance 7-8	9-12	1	0	0.0%
Ballet 1-2	9-12	1	0	0.0%
Ballet 3-4	9-12	1	0	0.0%
Ballet 5-6	9-12	1	0	0.0%
Ballet 7-8	9-12	1	0	0.0%
Choreography and History 1-2	9-12	1	0	0.0%
Folklorico 1-2	9-12	1	0	0.0%
Folklorico 3-4	9-12	1	0	0.0%
Folklorico 5-6	9-12	1	0	0.0%
Folklorico 7-8	9-12	1	0	0.0%
Jazz Dance 1-2	9-12	1	0	0.0%
Jazz Dance 3-4	9-12	1	0	0.0%
Jazz Dance 5-6	9-12	1	0	0.0%
Jazz Dance 7-8	9-12	1	0	0.0%
Modern Dance 1-2	9-12	1	0	0.0%
Modern Dance 3-4	9-12	1	0	0.0%
Modern Dance 5-6	9-12	1	0	0.0%
Modern Dance 7-8	9-12	1	0	0.0%
Guitar 1-2	9-12	1	0	0.0%
Guitar 3-4	9-12	1	0	0.0%
Guitar 5-6	9-12	1	0	0.0%
Jazz Band 1-2	9-12	1	0	0.0%
Jazz Band 3-4	9-12	1	0	0.0%
Jazz Band 5-6	9-12	1	0	0.0%
Mariachi 1-2	9-12	1	0	0.0%
Mariachi 3-4	9-12	1	0	0.0%
Mariachi 5-6	9-12	1	0	0.0%
Mariachi 7-8	9-12	1	0	0.0%
Orchestra 1-2	9-12	1	0	0.0%
Orchestra 3-4	9-12	1	0	0.0%
Orchestra 5-6	9-12	1	0	0.0%
Orchestra 7-8	9-12	1	0	0.0%
Chamber Orchestra Ensemble	9-12	1	0	0.0%
Percussion Master Class	9-12	1	0	0.0%
Piano and Theory 1-2	9-12	1	0	0.0%
Piano and Theory 3-4	9-12	1	0	0.0%
Piano and Theory 5-6	9-12	1	0	0.0%
Steel Drums 1-2	9-12	1	0	0.0%
Steel Drums 3-4	9-12	1	0	0.0%

Exhibit 2.2.3 (continued) Scope of Curriculum Grades 9-12 Tucson Unified School District January 2014				
Course	Grade(s) Taught	Number of Courses Needing Curriculum	Number of Courses with Curriculum Available	% Scope
Steel Drums 5-6	9-12	1	0	0.0%
Steel Drums 7-8	9-12	1	0	0.0%
Theater Arts Beginning	9-12	1	0	0.0%
Theater Arts Intermediate	9-12	1	0	0.0%
Theater Arts Advanced	9-12	1	0	0.0%
Theater Arts Directing	9-12	1	0	0.0%
Theater Arts Film acting	9-12	1	0	0.0%
Theater Arts Musical Theater	9-12	1	0	0.0%
Stage Management 1-2	9-12	1	0	0.0%
Stage Management 3-4	9-12	1	0	0.0%
Stage Management 5-6	9-12	1	0	0.0%
Vocal Music Beginning Boys	9-12	1	0	0.0%
Vocal Music Beginning Girls	9-12	1	0	0.0%
Vocal Music Advanced Girls	9-12	1	0	0.0%
Vocal Music Beginning Mixed	9-12	1	0	0.0%
Vocal Music Advanced Mixed 1-2	9-12	1	0	0.0%
Vocal Music Advanced Mixed 3-4	9-12	1	0	0.0%
Vocal Music Ensemble	9-12	1	0	0.0%
Total		81	0	0.0%
Health Education	9-12	1	0	0.0%
Body Conditioning I	9-12	1	0	0.0%
Body Conditioning II	9-12	1	0	0.0%
Dance 1-2 PE	9-12	1	0	0.0%
Lifeguard Training	9-12	1	0	0.0%
Physical Education	9-12	1	0	0.0%
Physical Education Co-ed	9-12	1	0	0.0%
Weight Training	9-12	1	0	0.0%
Yoga Beginning	9-12	1	0	0.0%
Yoga Advanced	9-12	1	0	0.0%
Total		10	0	0.0%
Broadcast Journalism/Radio Production 1-2	9-12	1	0	0.0%
Broadcast Journalism/Radio Production 3-4	9-12	1	0	0.0%
Broadcast Journalism/Radio Production 5-6	9-12	1	0	0.0%
Driver Education	9-12	1	0	0.0%
Introduction to the Middle East	10-12	1	0	0.0%
Journalism, Beginning	9-12	1	0	0.0%
Journalism Advanced, Newspaper	9-12	1	0	0.0%
Journalism Advanced, Yearbook	9-12	1	0	0.0%
Speech	9-12	1	0	0.0%
Student Government	9-12	1	0	0.0%
Student Service Learning	9-12	1	0	0.0%
Total		11	0	0.0%

Exhibit 2.2.3 (continued) Scope of Curriculum Grades 9-12 Tucson Unified School District January 2014				
Course	Grade(s) Taught	Number of Courses Needing Curriculum	Number of Courses with Curriculum Available	% Scope
Accounting 1-2	9-12	1	0	0.0%
Accounting 3-4	9-12	1	0	0.0%
Agriscience				
Agriscience I	10-11	1	0	0.0%
Agriscience II	11-12	1	0	0.0%
Fundamentals of Sports Medicine	9-10	1	0	0.0%
Sports Medicine/Athletic Training	10-12	1	0	0.0%
Sports Medicine Lab	11-12	1	0	0.0%
Allied Health Internship	12	1	0	0.0%
Entrepreneurship 1-2	9-12	1	0	0.0%
Entrepreneurship 3-4	10-12	1	0	0.0%
Entrepreneurship 5-6	11-12	1	0	0.0%
Publications for Business 1-2	9-12	1	0	0.0%
Publications for Business 3-4	10-12	1	0	0.0%
Publications for Business 5-6	11-12	1	0	0.0%
Publications for Business 7-8	12	1	0	0.0%
Technology Applications 1-2	9-12	1	0	0.0%
Technology Applications 3-4	10-12	1	0	0.0%
Technology Applications 5-6	11-12	1	0	0.0%
Technology Applications 7-8	11-12	1	0	0.0%
Business Operations 1-2	9-10	1	0	0.0%
Business Operations 3-4	10-12	1	0	0.0%
Construction Technology 1-2	9-12	1	0	0.0%
Construction Technology 3-4	10-12	1	0	0.0%
Construction Technology 5-6	11-12	1	0	0.0%
Construction Technology 7-8	12	1	0	0.0%
Construction Technology 9-10 (residential)	12	1	0	0.0%
Culinary Arts 1-2	9-12	1	0	0.0%
Culinary Arts 3-4	10-12	1	0	0.0%
Culinary Arts 5-6	11-12	1	0	0.0%
Culinary Arts 7-8	12	1	0	0.0%
Design and Merchandising 1-2	9-12	1	0	0.0%
Design and Merchandising 3-4	10-12	1	0	0.0%
Design and Merchandising Internship	12	1	0	0.0%
Design Drafting 1-2	9-12	1	0	0.0%

Exhibit 2.2.3 (continued) Scope of Curriculum Grades 9-12 Tucson Unified School District January 2014				
Course	Grade(s) Taught	Number of Courses Needing Curriculum	Number of Courses with Curriculum Available	% Scope
Design Drafting 3-4	10-12	1	0	0.0%
Design Drafting 5-6	11-12	1	0	0.0%
Mechanical Drafting 3-4	10-11	1	0	0.0%
Mechanical Drafting 5-6	11-12	1	0	0.0%
Mechanical Drafting 7-8	12	1	0	0.0%
Early Childhood Professions 1-2	9-12	1	0	0.0%
Early Childhood Professions 3-4	10-12	1	0	0.0%
Early Childhood Professions 5-6	11-12	1	0	0.0%
Education Professions 1-2	9-12	1	0	0.0%
Education Professions 3-4	10-12	1	0	0.0%
Electronics 1-2	9-12	1	0	0.0%
Electronics 3-4	10-12	1	0	0.0%
Electronics 5-6	11-12	1	0	0.0%
Cosmetology 1-2	12	1	0	0.0%
Fire Science 1-2		1	0	0.0%
Digital Media 1-2	9-12	1	0	0.0%
Digital Media 3-4	10-12	1	0	0.0%
Digital Media 5-6	11-12	1	0	0.0%
Digital Media 7-8	12	1	0	0.0%
Photo Imaging 1-2	10-12	1	0	0.0%
Photo Imaging 3-4	11-12	1	0	0.0%
Photo Imaging 5-6	9-12	1	0	0.0%
Photo Imaging 7-8	10-12	1	0	0.0%
Photo Publication 7-8	11-12	1	0	0.0%
Heating/AC Maintenance 1-2	11-12	1	0	0.0%
Heating/AC Maintenance 3-4	10-12	1	0	0.0%
Heating and Air Conditioning Internship	10-12	1	0	0.0%
PC Management/Maintenance 1-2	11-12	1	0	0.0%
PC Management/Maintenance 3-4	12	1	0	0.0%
Computer Networking 1-2	9-12	1	0	0.0%
Web Page Development 1-2	10-12	1	0	0.0%
Web Page Development 3-4	9-12	1	0	0.0%
Marketing	9-12	1	0	0.0%
Patient Care Technician	10-12	1	0	0.0%

Exhibit 2.2.3 (continued) Scope of Curriculum Grades 9-12 Tucson Unified School District January 2014				
Course	Grade(s) Taught	Number of Courses Needing Curriculum	Number of Courses with Curriculum Available	% Scope
Precision Machining 1-2	9-12	1	0	0.0%
Precision Machining 3-4	10-12	1	0	0.0%
Precision Machining 5-6	11-12	1	0	0.0%
Precision Machining 7-8	12	1	0	0.0%
Metals Manufacturing 1-2	10-12	1	0	0.0%
Automotive Technology 1-2	9-12	1	0	0.0%
Automotive Technology 3-4	10-12	1	0	0.0%
Automotive Technology 5-6	11-12	1	0	0.0%
Automotive Technology 7-8	11-12	1	0	0.0%
Automotive Technology 9-10	12	1	0	0.0%
Automotive Collision Repair 1-2	9-12	1	0	0.0%
Automotive Collision Repair 3-4	10-12	1	0	0.0%
Automotive Collision Repair 5-6	11-12	1	0	0.0%
Automotive Collision Repair 7-8	11-12	1	0	0.0%
Welding Design and Fabrication 1-2	9-12	1	0	0.0%
Welding Design and Fabrication 3-4	10-12	1	0	0.0%
Welding Design and Fabrication 5-6	11-12	1	0	0.0%
Welding Design and Fabrication 7-8	11-12	1	0	0.0%
Total		86	0	0.0%
<i>Sources: District Course Catalog, High School Schedules, administrator interviews</i>				

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Appendix G

Board Policies and Regulations for Finding 3.3 Tucson Unified School District January 2014

- *Regulation AC R2: Discrimination—Americans with Disabilities Act Notice* extends nondiscrimination on the basis of a disability to the hiring, advancement, reassignment or discharge of employees. This regulation provides legal definitions of disability and reasonable accommodations for employment and the job.
- *Regulation AD-F: Intercultural Proficiency* states, “All District events and activities incorporate equity of opportunity, access, and outcome for all persons.” Specifically,
 - “Each school provides all students equal access to quality educational programs and learning experiences.
 - Each school facilitates the students’ family, language, and culture as foundations and resources for learning.
 - Classroom practices encourage multiple intelligences and reflect an understanding of different learning styles, both in individual and in cultural applications.
 - All teachers know how to use students’ informal home language as a tool for developing formal literacy.
 - The assessment methods reflect the diversity of students’ learning styles, language, and culture.
 - Classroom management techniques reflect the variety of cultures in the classroom.”

This policy further informs that TUSD provides opportunities for staff to gain knowledge about different cultural groups. Teachers receive training to help them use students’ family, language, and culture as foundations for learning as well as training to help them work with culturally and linguistically diverse students and parents. Specifically, professional development of all employees is designed:

- “To provide educational programs in human relations, racial/ethnic relations and human rights.
- To provide educational programs for staff to develop the skill necessary to relate knowledgeably and sensitively to people of different racial and ethnic origins.
- To provide educational programs for staff on integration of multicultural curriculum materials into existing programs.”

Curriculum and Learning Resources are:

- “Designed and implemented appropriately as school-based experiences to combat oppression, racism and prejudice.
- Encouraged and supported by the selection and/or development of all types of learning resources which reflect cultural and ethnic diversity and which present an accurate view of racial/ethnic groups.”
- *Board Policy DD: Funding Proposals, Grants, and Special Projects* supports the use of state, federal, and other funds for supporting the schools and “for the enhancement of educational opportunities.” The superintendent is to apprise the board of its eligibility for general or program funds and to make recommendations for board action.
- *Board Policy GCI: Professional Staff Development* directs that, “Employees are encouraged to participate in professional meetings, conferences, and approved in-service activities for the purpose of professional growth. As far as possible, Tucson Unified School District funds will be budgeted for these purposes.”

- *Board Policy IGA: Curriculum Development* states, “The need and value of a systematic, ongoing program of curriculum development and evaluation involving students, parents, teachers, and administrators is recognized. It is essential that the school system continually develop and modify its curriculum to meet changing needs. The Board authorizes the Superintendent to develop the curriculum for the school system and to organize committees to review the curriculum. It shall be the responsibility of the Superintendent to develop proposals relating to curriculum modifications and additions that, in the opinion of the professional staff and consultants, are essential to the maintenance of a high-quality program of education from prekindergarten (PK) through grade twelve (12).”
- *Board Policy IHAA: English Instruction* stipulates, “All students have a right to the opportunity to develop a full command of the English language and to be provided at their local school with an English language public education and, as permitted by law, to develop skills in the use of other languages. English Language Learners (ELLs) shall be educated through Structured English Immersion (SEI). All students, however, whose parents have requested and received approval for waivers shall have their children taught through bilingual education techniques or other generally approved methodologies. In the majority of educational research studies, Dual Language Instruction (DLI) is considered the most effective form of bilingual education and shall be implemented, wherever possible, as part of the curriculum for students with an approved waiver. The goal of Dual Language Instruction is to promote individual student achievement, to provide students full access to the curriculum, to ensure students’ rapid acquisition of Basic English language skills, and to secure for students the opportunity to demonstrate mastery of at least two languages, one of which will be English.” This policy directs the superintendent to develop regulations to address services for ELLs and “will establish a plan for language education which shall include the training and professional growth of employees involved in the educational programs and activities governed by this policy.”
- *Regulation IHB-R: Exceptional Education Instructional Programs* provides details for district compliance with federal and state requirements including:
 - Accomplish the requirements of the governing board set out in *Policy IHB: Special Instructional Programs*.
 - Assure district compliance with the requirements of applicable federal and state laws and the lawful regulations of the State Board of Education.
 - Aid district personnel in fulfilling their duties relating to the topic by presenting the procedural information in a format that aligns with the Arizona Department of Education/Exceptional Student Services (ADE/ESS) compliance checklists.

The 39-page regulation addresses eligibility, Free Appropriate Public Education (FAPE), Child-Find, Evaluation and Eligibility, Individual Education Plans (IEP), least restrictive environment (LRE), Confidentiality, Discipline, extended school year (ESY), private schools, graduation and pupil-teacher ratios, and preschool. The LRE requirement stipulates, “Educate the students in special classes, school them separately, or otherwise remove them from the regular environment only when the nature or severity of the disability is such that education in regular classes, even with the use of supplementary aids and services, cannot be achieved satisfactorily.” The district will document consideration of any potential harmful effects of the placement on the child or the quality of services. Further, “A child with a disability will not be removed from education in age-appropriate regular classrooms solely because of needed modifications in the general curriculum.” “Students with disabilities will participate with non-disabled students in non-academic and extracurricular services and activities which may include: counseling services, athletics, transportation, health services, recreational activities, special interest groups or clubs sponsored by the District, referrals to agencies that provide assistance to individuals with disabilities and employment of students, including both employment by the District and assistance in making outside employment available.”

- *Board Policy IHBB: Gifted Talented Education* guides gifted education by directing, “Tucson Unified School District recognizes that gifted students have special educational needs that should be met within

the context of educating the whole child through a variety of services and options. Each of these services and options should be available on a district wide basis.” The role of the program is to:

- “Identify the particular abilities and needs of these students.
- Challenge students functioning at the highest level of ability.
- Encourage underachieving students who are capable of the highest performance.
- Promote higher level creative and productive thinking skills throughout the District.
- Promote creative or productive achievement.”

The policy stipulates that “Gifted and talented students shall be provided with appropriate instruction and/or special ancillary services (from first grade through high school) that are designed to meet their educational needs” and “No students shall be excluded from the program(s) because of their ethnic status, handicapping condition, creed, gender, or religious convictions if they meet the eligibility criteria and have parent or guardian approval for participation.”

- *Board Policy IJ: Instructional Materials* outlines the foundation for instructional materials provisions within the district. Specifically, “All students in the elementary (K-8) schools will have required textbooks and supplies furnished by the District and The District shall furnish required text materials and related printed subject matter materials for high school students in grades nine (9) through twelve (12).”
- *Board Policy IJJ: Textbook/Supplementary Materials Selection and Adoption* provides, “As required by State law, the Board will have final approval and adopt all new textbooks, supplementary course books, E-textbooks and course software.” The superintendent was directed to establish textbook selection procedures that provide for the appropriate involvement of staff members, students, and community members. The board will approve the selection. Provision is also made for supplemental materials approved by assistant superintendents and by the board. The policy provides that “the committees will strive for continuity of textbooks throughout the different grades and use the same book series in all classes of the same grade and any exceptions must be approved by the Superintendent.”
- *Board Policy IKA: Grading/Assessment* addresses the direction for student progress and grading for the general population. This policy stipulates that “Grades reporting achievement of special education students not taking regular education classes shall be given on a basis commensurate with the students’ abilities and based on their individual progress rather than in competition with classmates. The permanent record cards for such students shall indicate enrollment in special education for those classes.”
- *Regulation IKA-R: Grading/Assessment Systems* directs, “The subject grade should be based upon pupil mastery of the content of the course. The teacher will establish a reasonable standard for average achievement in each of the subjects.” This regulation provides direction for letter grades, points, FAME scale, two grades per week, definition of formative and summative, progress reports, homework, honor roll, grade replacement, and report cards. Direction stipulates that grades shall be based on performance and discipline is to be marked separately.
- *Board Policy IK-AB: Report Cards/Progress Reports* provides for student progress reporting in a timely manner and to parents. Specifically, “Each school will report students’ progress to the students and to their parents or guardians as appropriate. The reports will be clear, concise, and accurate, and will provide a basis of understanding among teachers, parents, and students for the benefit of the individual students. Reports of progress for students qualified for services under the Individuals with Disabilities Education Act (I.D.E.A.) shall be based on their progress in the general curriculum and shall address whether the progress is sufficient to enable the student to achieve the goals stated in the student’s individualized education program (IEP) by the end of the school year.”
- *Board Policy IKE: Promotion, Retention, Acceleration and Appeal* states that the Tucson Unified School District is dedicated to the continuous development of each student. This policy then further

describes the promotion, retention, and acceleration provision. Within the policy exceptions are made for exceptional education learners and ELL by stipulating, “In addition to the above, such decisions, when applied to students eligible and receiving special education services, and/or 504 plans, shall be on a case-by-case basis, consistent with the individualized education plan and in accordance with A.A.C. R7-2-301 and R7-2-401,” and “The District will employ assessment and interventions strategies with English Language Learners in a way that language considerations will not be a factor in any retention decision. The intervention will be designed to provide students with additional and intensive help in learning English and acquiring core academic content knowledge.”

- *Regulation IKE-R1: Promotion, Retention, Acceleration and Appeal* defines the requirements for promotion from grade to grade and level to level as well as the retention, acceleration, and appeal process. Nothing was addressed related to any special subpopulation.
- *Regulation IKE-R2: Competency Requirement for Promotion of Students from Third Grade* provides direction for how TUSD will address the requirement for students to be promoted from third grade based on the reading section of the *AIMS* test. It specifies the notice to parents, including the description of the reading deficiency and the intervention services available to the student. The regulation further provides, “The Governing Board may promote a student from the third (3rd) grade if the student obtains a score on the reading portion of the *AIMS* test, or a successor test, that demonstrates the student’s reading skills fall far below the third (3rd) grade level for any of the following:
 - A good cause exemption if the student is an English learner or a limited proficient student as defined in section 15-751 and has had fewer than two (2) years of English language instruction.
 - A student with a disability as defined in section 15-761 if the pupil’s individualized education program team and the student’s parent or guardian agrees that promotion is appropriate based on the student’s individualized education program.”
- *Board Policy IKF: Graduation Requirements* stipulates, “Graduation requirements for Tucson Unified School District are to be completed during grades nine to twelve with some courses offered for high school credit at the 8th grade level.” This policy defines the number of credits in specific courses that must be achieved, as well as a statement that students must “demonstrate proficiency/competency in the areas determined by the State Board of Education by achieving a passing score on established tests.” The policy further addresses acceleration for graduation, as well as students with alternative needs. The policy states that the graduation requirements for students receiving special education and who have IEPs will be the same as those for students receiving regular education with the following exceptions:
 - “One-course substitution from any required academic area may be considered. The maximum number of course substitutions allowed is four.
 - The alternative course that will serve as a substitution must contain comparable content material.
 - The IEP will guide the *AIMS* test for graduation requirements. All exceptional education students must take the *AIMS* test or the alternative assessment to the *AIMS*.”
- *Regulation IKF-R: Graduation Requirements* outlines the verification of student accomplishment of subject area requirements and credits. This includes the demonstration of mastery of the district standards and course curriculum as well as a passing score on the *AIMS* reading, writing, and math tests. It provides that “Students with disabilities shall meet general graduation requirements with appropriate accommodations and curricular modification as determined by their Individual Education Plans (IEPs). Graduation issues will be addressed by the IEP team on an individual basis. The IEP is the vehicle for making changes to graduation requirements, including *AIMS* requirements, to meet the unique educational needs for students with disabilities. As such, the IEP must document the nature and extent of modifications, substitutions, and/or exemptions made to accommodate a student with disabilities. The decision to terminate services, through graduation, for a student with disabilities under the age of twenty-two, is an IEP team decision. Exceptional education students who turn twenty-two within the school year and will meet the graduation requirements for graduation by year-end may stay

to complete the program.” The regulation addresses graduation options for students with disabilities whose age mates will graduate during a given academic year.

- *Board Policy JG: Equal Education Opportunities & Anti-Harassment* provides, “The right of a student to participate fully in classroom instruction shall not be abridged or impaired because of race, color, religion, sex, sexual orientation, age, national origin, and disability, or any other reason not related to the student’s individual capabilities. The right of students to participate in extracurricular activities shall be dependent only upon their maintaining the minimum academic and behavioral standards established by the Board, and their individual ability in the extracurricular activity.”
- *Regulation JG-R: Equal Education Opportunities & Anti-Harassment* directs TUSD to conduct a prompt and equitable investigation of every complaint of discrimination or harassment as defined under *Board Policy AC: Discrimination* and *Board Policy ACA: Sexual Harassment*.
- *Regulation JG-R: Assignment of Students to Classes and Grade Levels* addresses the process for determining placement, credit status, and assignment to a grade level. It stipulates that “The assignments shall be made consistent with policy, regulations, and approved school guidelines.”
- *Board Policy JK: Student Discipline* stipulates, “A Student Code of Conduct (entitled Guidelines for Student Rights and Responsibilities), describing this policy and the disciplinary procedures utilized by the District shall be made available to all students and their parent(s)/guardian(s) as required by A.R.S. §15-843. All disciplinary actions shall be in accordance with these *Guidelines for Student Rights and Responsibilities* which are incorporated herein by reference. To ensure fairness, a student whose conduct may warrant discipline, suspension or expulsion will be provided due process as required by law. The Superintendent is responsible for establishing Administrative Regulations that set forth the discipline process including the process for hearing and appealing long-term suspensions or expulsions. Students with disabilities – Because the Individuals with Disabilities Education Act (IDEA) requires additional procedural safeguards, all district personnel administering discipline to students will always follow discipline procedures for students with disabilities when dealing with a student in the exceptional education programs or Section 504.”
- *Regulation JK-R1: Short Term Suspensions* provides definitions of short term suspension, the use within the district for disciplinary action, the documentation, the notice to parents and the conference, the appeals procedures, and the hearing process.
- *Regulation JK-R2: Long Term Suspensions* gives direction for long term and short term suspensions and the use within the district for disciplinary actions. This regulation defines the procedures for implementing long term suspensions, the documentation, the appeals procedures, and the hearing process.
- *Board Policy JKAA: Discipline, Suspension, Expulsion for 504 Handicapped Students* directs, “The Governing Board is committed to providing a Free Appropriate Public Education (FAPE) to all disabled students, pursuant to the Rehabilitation Act of 1973 (§504), and federal and state laws and regulations. In accordance with Section 504, all children with disabilities, as defined by Section 504, and their parents or legal guardians, shall be provided with all rights and protections afforded them under the Act. The District shall also provide such students and their parents or legal guardians with written procedural safeguards and all notices required by Section 504. The Policy shall be implemented by a companion Administrative Regulation and the procedures set forth therein.”
- *Board Policy JKAB: Discipline of, and Alternative Interim Education Placements for Special Education Students* stipulates, “The Governing Board is committed to providing a free appropriate public education (FAPE) to all disabled students, pursuant to the Individuals with Disabilities Education Act (IDEA), as amended, and federal and state laws and regulations. In accordance with IDEA, all ‘children with disabilities’ as defined by IDEA, and their parents or legal guardians, shall be provided with all rights and protections afforded them under the act. The District shall also provide such students and their parents or legal guardians with written procedural safeguards and all notices required by IDEA. The

Policy shall be implemented by a companion Administrative Regulation and the procedures set forth herein.”

- *Board Policy KBF: Interpreter and Translator Support Services for Students and Parents/Guardians* states, “In order to ensure equal access to District education and support services, Tucson Unified School District is committed to ensuring communication with Limited English Proficient (LEP) students and their families in a language they understand. To achieve this goal, TUSD commits to the following core principles: Identification of LEPs; Notice to LEPs; Provision of interpreter/translation services; Staff training; Documentation and quality control.”

Appendix H

**AIMS Third Grade Reading and Mathematics: Percent Meeting or Exceeding Standards
By Percent Low Socioeconomic Status
Tucson Unified School District
January 2014**

School Name	Percent of Tested Students Identified as Low SES	Percent Meeting or Exceeding 3rd Grade Reading Standards AIMS 2013	Percent Meeting or Exceeding 3rd Grade Math Standards AIMS 2013
Safford Magnet	100%	70%	45%
Naylor	98%	47%	65%
Myers-Ganoung	98%	57%	65%
Van Buskirk	98%	52%	58%
Cavett	98%	51%	37%
Menlo Park	98%	67%	57%
Lynn/Urquides	98%	44%	41%
Mission View	97%	54%	46%
Ochoa	97%	57%	37%
Wright	97%	66%	63%
Hollinger	96%	61%	55%
Pueblo Gardens	96%	71%	60%
Cragin	95%	64%	54%
Rose	95%	70%	57%
Davidson	94%	52%	33%
Lawrence	94%	48%	46%
Holladay	93%	59%	45%
Manzo	93%	54%	46%
Dietz	93%	69%	53%
Maldonado	92%	54%	39%
Tully	92%	69%	61%
Blenman	92%	59%	51%
Grijalva	91%	66%	63%
Miller	91%	56%	60%
Erickson	90%	73%	69%
Fort Lowell/Townsend	90%	45%	37%
Tolson	90%	61%	51%
Schumaker	88%	64%	58%
Brichta	87%	59%	39%
Howell	86%	76%	66%
Drachman	86%	70%	68%
Robison	86%	72%	58%
McCorkle PreK-8	86%	53%	46%
Warren	84%	65%	62%
Ford	83%	56%	56%
Carrillo	83%	76%	76%

Appendix H (continued) AIMS Third Grade Reading and Mathematics: Percent Meeting or Exceeding Standards By Percent Low Socioeconomic Status Tucson Unified School District January 2014			
School Name	Percent of Tested Students Identified as Low SES	Percent Meeting or Exceeding 3rd Grade Reading Standards AIMS 2013	Percent Meeting or Exceeding 3rd Grade Math Standards AIMS 2013
Hudlow	83%	78%	63%
Laura N Banks	83%	75%	63%
Bonillas	82%	65%	62%
Vesey	82%	64%	62%
White	82%	78%	70%
Henry (Hank) Oyama	80%	59%	43%
Lyons	80%	75%	53%
Steele	80%	62%	50%
Roskrige Bilingual Magnet	80%	72%	67%
Sewell	79%	73%	71%
Fickett Magnet	78%	57%	50%
Dunham	71%	59%	49%
Wheeler	70%	78%	60%
Corbett	68%	60%	56%
Kellond	66%	83%	71%
Marshall	65%	50%	31%
Whitmore	58%	71%	49%
Henry	58%	68%	58%
Bloom	56%	84%	65%
Davis	54%	67%	50%
Borton	53%	72%	67%
Lineweaver	49%	84%	86%
Gale	37%	92%	90%
Miles - E. L. C.	37%	77%	63%
Robins	36%	87%	76%
Hughes	31%	77%	69%
Borman	30%	82%	76%
SolengTom	28%	90%	78%
Collier	25%	93%	90%
Fruchthendler	14%	91%	80%

Appendix I

**Revised Bloom's Taxonomy
Tucson Unified School District
January 2014**

Excerpts taken from:

Anderson, L.W., Krathwohl, D.R. (Eds.), (2001). *A taxonomy for learning, teaching, and assessing: A revision of Bloom's taxonomy of educational objectives*. Complete edition, New York: Longman.

TAXONOMY TABLE FOR BLOOM'S TAXONOMY

The Knowledge Dimension	The Cognitive Process Dimension					
	1 Remember	2 Understand	3 Apply	4 Analyze	5 Evaluate	6 Create
A. Factual Knowledge						
B. Conceptual Knowledge						
C. Procedural Knowledge						
D. Metacognitive Knowledge						

Appendix I (continued)
Revised Bloom's Taxonomy
Tucson Unified School District
January 2014

THE MAJOR TYPES AND SUBTYPES OF THE KNOWLEDGE DIMENSION

MAJOR TYPES AND SUBTYPES	EXAMPLES
A. FACTUAL KNOWLEDGE —The basic elements students must know to be acquainted with a discipline or solve problems in it	
Aa. Knowledge of terminology	Technical vocabulary, musical symbols
Ab. Knowledge of specific details and elements	Major natural resources, reliable sources of information
B. CONCEPTUAL KNOWLEDGE – the interrelationships among the basic elements within a larger structure that enable them to function together	
Ba. Knowledge of classifications and categories	Periods of geological time, forms of business ownership
Bb. Knowledge of principles and generalizations	Pythagorean theorem, law of supply and demand
Bc. Knowledge of theories, models, and structures	Theory of evolution, structure of Congress
C. PROCEDURAL KNOWLEDGE —How to do something, methods of inquiry, and criteria for using skills, algorithms, techniques, and methods	
Ca. Knowledge of subject-specific skills and algorithms	Skills used in painting with watercolors, whole number division algorithm
Cb. Knowledge of subject-specific techniques and methods	Interviewing techniques, scientific method
Cc. Knowledge of criteria for determining when to use appropriate procedures	Criteria used to determine when to apply a procedure involving Newton's second law, criteria used to judge the feasibility of using a particular method to estimate business costs
D. METACOGNITIVE KNOWLEDGE —Knowledge of cognition in general as well as awareness and knowledge of one's own cognition	
Da. Strategic knowledge	Knowledge of outlining as a means of capturing the structure of a unit of subject matter in a textbook, knowledge of the use of heuristics
Db. Knowledge about cognitive tasks, including appropriate contextual and conditional knowledge	Knowledge of the types of tests particular teachers administer, knowledge of the cognitive demands of different tasks
Dc. Self-knowledge	Knowledge that critiquing essays is a personal strength, whereas writing essays is a personal weakness; awareness of one's own knowledge level

Appendix I (continued)
Revised Bloom's Taxonomy
Tucson Unified School District
January 2014

THE SIX CATEGORIES OF THE COGNITIVE PROCESS DIMENSION AND RELATED COGNITIVE PROCESSES

PROCESS CATEGORIES	COGNITIVE PROCESSES AND EXAMPLES
1. REMEMBER —Retrieve relevant knowledge from long-term memory	
1.1) Recognizing	Locating knowledge in long-term memory that is consistent with presented material (e.g., Recognize the dates of important events in U.S. History)
1.2) Recalling	Retrieving relevant knowledge from long-term memory (e.g., Recall the dates of important events in U.S. History)
2. UNDERSTAND —Construct meaning from instructional messages, including oral, written, and graphic communication	
2.1) Interpreting	Changing from one form of representation (e.g., numerical) to another (e.g., verbal) (e.g., Paraphrase important speeches and documents)
2.2) Exemplifying	Finding a specific example or illustration of a concept or principle (e.g., Give examples of various artistic painting styles)
2.3) Classifying	Determining that something belongs to a category (e.g., concept or principle) (e.g., Classify observed or described cases of mental disorders)
2.4) Summarizing	Abstracting a general theme or major point(s) (e.g., Write a short summary of the events portrayed on videotape)
2.5) Inferring	Drawing a logical conclusion from presented information (e.g., In learning a foreign language, infer grammatical principles from examples)
2.6) Comparing	Detecting correspondences between two ideas, objects, and the like (e.g., Compare historical events to contemporary situations)
2.7) Explaining	Constructing a cause-and-effect model of a system (e.g., Explaining the causes of important 18 th century events in France)
3. APPLY —Carry out or use a procedure in a given situation	
3.1) Executing	Applying a procedure to a familiar task (e.g., Divide one whole number by another whole number, both with multiple digits)
3.2) Implementing	Applying a procedure to an unfamiliar task (e.g., Use Newton's second law in situations where it is appropriate)
4. ANALYZE —Break material into constituent parts and determine how parts relate to one another and to an overall structure or purpose	
4.1) Differentiating	Distinguishing relevant from irrelevant parts or important from unimportant parts of presented material (e.g., Distinguish between relevant and irrelevant numbers in a mathematical word problem)
4.2) Organizing	Determining how elements fit or function within a structure (e.g., Structure evidence in a historical description into evidence for and against a particular historical explanation)
4.3) Attributing	Determine a point of view, bias, values, or intent underlying presented material (e.g., Determine the point of view of the author of an essay in terms of his or her political perspective)

Appendix I (continued)
Revised Bloom's Taxonomy
Tucson Unified School District
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5. EVALUATE—Make judgments based on criteria and standards

5.1) Checking	Detecting inconsistencies or fallacies within a process or product; determining whether a process or product has internal consistency; detecting the effectiveness of a procedure as it is being implemented (e.g., Determine if a scientist's conclusions follow from observed data)
5.2) Critiquing	Detecting inconsistencies between a product and external criteria, determining whether a product has external consistency; detecting the appropriateness of a procedure for a given problem (e.g., Judge which of two methods is the best way to solve a given problem)

6. CREATE—Put elements together to form a coherent or functional whole; reorganize elements into a new pattern or structure

6.1) Generating	Coming up with alternative hypotheses based on criteria (e.g., Generate hypotheses to account for an observed phenomenon)
6.2) Planning	Devising a procedure for accomplishing some task (e.g., Plan a research paper on a given historical topic)
6.3) Producing	Inventing a product (e.g., build habitats for a specific purpose)

Appendix I (continued)
Revised Bloom's Taxonomy
Tucson Unified School District
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Figure 1 How an Objective (the student will learn to apply the reduce-reuse-recycle approach to conservation) is classified in the Taxonomy Table.

Educational Objective The student will learn to apply the reduce-reuse-recycle approach to conservation						
Noun the reduce-reuse-recycle approach to conservation						Verb Apply
Knowledge Dimension A. Factual Knowledge B. Conceptual Knowledge C. Procedural Knowledge (the reduce-reuse-recycle approach to conservation) D. Metacognitive Knowledge	Cognitive Process Dimension 1. Remember 2. Understand 3. Apply (apply) 4. Analyze 5. Evaluate 6. Create					
The Knowledge Dimension	The Cognitive Process Dimension					
	1 Remember	2 Understand	3 Apply	4 Analyze	5 Evaluate	6 Create
A. Factual Knowledge						
B. Conceptual Knowledge						
C. Procedural Knowledge			X			
D. Metacognitive Knowledge						

The student will learn to apply the reduce-reuse-recycle approach to conservation

Appendix I (continued)
Revised Bloom's Taxonomy
Tucson Unified School District
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THE COGNITIVE PROCESS DIMENSION

Bloom's Taxonomy – The Cognitive Process Dimension		
Categories and Cognitive Processes	Alternative Names	Definitions and Examples
1) REMEMBER —retrieve relevant knowledge from long term memory		
1.1) RECOGNIZING	Identifying	Locating knowledge in long-term memory that is consistent with presented material (e.g., Recognize the dates of important events in U.S. History)
1.2) RECALLING	Retrieving	Retrieving relevant knowledge from long-term memory (e.g., Recall the dates of important events in U.S. History)
2) UNDERSTAND —construct meaning from instructional messages, including oral, written, and graphic communication		
2.1) INTERPRETING	Clarifying, Paraphrasing, Representing, Translating	Changing from one form of representation (e.g., numerical) to another (e.g., verbal) (e.g., Paraphrase important speeches and documents)
2.2) EXEMPLIFYING	Illustrating, Instantiating	Finding a specific example or illustration of a concept or principle (e.g., Give examples of various artistic painting styles)
2.3) CLASSIFYING	Categorizing, Subsuming	Determining that something belongs to a category (e.g., concept or principle) (e.g., Classify observed or described cases of mental disorders)
2.4) SUMMARIZING	Abstracting, Generalizing	Abstracting a general theme or major point(s) (e.g., Write a short summary of the events portrayed on videotape)
2.5) INFERRING	Concluding, Extrapolating, Interpolating, Predicting	Drawing a logical conclusion from presented information (e.g., In learning a foreign language, infer grammatical principles from examples)
2.6) COMPARING	Contrasting, Mapping, Matching	Detecting correspondences between two ideas, objects, and the like (e.g., Compare historical events to contemporary situations)
2.7) EXPLAINING	Constructing models	Constructing a cause-and-effect model of a system (e.g., Explaining the causes of important 18 th century events in France)
3) APPLY —Carry out or use a procedure in a given situation		
3.1) EXECUTING	Carrying out	Applying a procedure to a familiar task (e.g., Divide one whole number by another whole number, both with multiple digits)

Appendix I (continued) Revised Bloom's Taxonomy Tucson Unified School District January 2014		
3.2) IMPLEMENTING	Using	Applying a procedure to an unfamiliar task (e.g., Use Newton's second law in situations where it is appropriate)
4) ANALYZE —Break material into its constituent parts and determine how the parts relate to one another and to an overall structure or purpose		
4.1) DIFFERENTIATING	Discriminating, Distinguishing, Focusing, Selecting	Distinguishing relevant from irrelevant parts or important from unimportant parts of presented material (e.g., Distinguish between relevant and irrelevant numbers in a mathematical word problem)
4.2) ORGANIZING	Finding coherence, Integrating, Outlining, Parsing, Structuring	Determining how elements fit or function within a structure (e.g., Structure evidence in a historical description into evidence for and against a particular historical explanation)
4.3) ATTRIBUTING	Deconstructing	Determine a point of view, bias, values, or intent underlying presented material (e.g., Determine the point of view of the author of an essay in terms of his or her political perspective)
5) EVALUATE —make judgments based on criteria and standards		
5.1) CHECKING	Coordinating, Detecting, Monitoring, Testing	Detecting inconsistencies or fallacies within a process or product; determining whether a process or product has internal consistency; detecting the effectiveness of a procedure as it is being implemented (e.g., Determine if a scientist's conclusions follow from observed data)
5.2) CRITIQUING	Judging	Detecting inconsistencies between a product and external criteria, determining whether a product has external consistency; detecting the appropriateness of a procedure for a given problem (e.g., Judge which of two methods is the best way to solve a given problem)
6) CREATE —Put elements together to form a coherent or functional whole; reorganize elements into a new path or structure		
6.1) GENERATING	Hypothesizing	Coming up with alternative hypotheses based on criteria (e.g., Generate hypotheses to account for an observed phenomenon)
6.2) PLANNING	Designing	Devising a procedure for accomplishing some task (e.g., Plan a research paper on a given historical topic)
6.3) PRODUCING	Constructing	Inventing a product (e.g., build habitats for a specific purpose)

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Appendix J

Characteristics of Cognitively Engaging Instruction Tucson Unified School District January 2014

Note: The term, “Cognitively engaging instruction” is intended to describe classrooms where the emphasis is on meaningful, challenging student learning that makes kids think, involves them in their own academic progress, and creates a climate that encourages risk-taking, thinking outside the box, and real-life scenarios.

Cognitively engaging instruction is focused on the most important role schools play: promoting student learning. It is built on the foundation of rigor. Rigor is not determined by the quantity of work a student completes; rather, rigor refers to the *nature* of the work a student performs in completing an assignment or project; i.e., the amount of thinking that is involved, the nature of that thinking, and how it is manifested in students’ work.

The following characteristics are extrapolated from research and have been shown to be effective in improving achievement among all student groups: at-risk students, gifted students, learning disabled students, and ELL students. These characteristics, when coupled with challenging academic content, describe courses that would be considered “advanced” or “enrichment”-type courses.

1. Teaching approaches and student learning activities reflect a constructivist philosophy regarding student learning. Such approaches are typified by the following characteristics:

- ☐ The focus of all learning activities is to keep them meaningful for the student. The student understands why he/she is doing the activity, the goal or purpose behind it, and how he/she will ultimately benefit from completing it. Activities are student-centered, not teacher-centered.
- ☐ Learning focuses more on larger, connected or related concepts rather than on discrete, specific facts.
- ☐ The student can relate their learning to real-life scenarios; the learning is seen as relevant to themselves, personally, or to their social context.
- ☐ Every student is an active participant in his/her learning. Students are involved in setting learning goals and in monitoring their own progress in mastering objectives and meeting their goals.
- ☐ Learning activities are intrinsically interesting. They are modified to suit student preferences, learning styles, and academic needs. Students have a certain degree of autonomy, or choice, in their learning activities and the product they are responsible for.

2. Students are divided into smaller groups (or pairs) for various instructional purposes. These groupings are accomplished in the following ways and for the various purposes:

- ☐ Students are grouped or paired heterogeneously to foster collaboration with others and to encourage communication and positive, productive social interaction. Working in heterogeneous, collaborative groupings involves accountability and respects prevailing rules governing group members’ conduct (to ensure accountability for all group members).
- ☐ Students are grouped homogeneously, typically by need, to allow for instruction at the students’ level and in response to diagnosed gaps in learning. These groupings are never static; they change constantly—usually weekly or even daily—to reflect varying rates of student progress in mastering objectives.
- ☐ Groupings may be cooperative, where students work with each other to accomplish assigned tasks; pairs, where students review and learn from one another; or varied-size groups, pulled together to allow for small group, targeted instruction.

3. Activities are personally relevant and culturally responsive. Such activities are characterized by the following characteristics:

- ☐ Students are led to connect their learning to real-life scenarios or personal experiences, such as things they’ve seen or done themselves.

Appendix J (continued)
Characteristics of Cognitively Engaging Instruction
Tucson Unified School District
January 2014

- ☐ Learning scenarios are culturally responsive—learning activities always take into account and build on students’ linguistic, ethnic, and socioeconomic diversity.
- ☐ Students are encouraged to view new learning through a lens of their personal cultural perspective: what about that learning has significance in their own ethnic/cultural context? What is similar? What is different? What learning is culturally neutral?

4. Students are encouraged to think independently and critically:

- ☐ The overall focus of learning activities is on thinking, not acquiring facts or knowledge. Knowledge acquisition is accomplished through projects and assignments.
- ☐ Students engage in learning scenarios and activities that require them to think independently—in contrast to mainstream thinking or against majority opinion or stance. In such scenarios, students are encouraged to adopt a specific position or formulate an argument, whether it reflects their personal opinion or not, and research and defend that position to those possessing opposing viewpoints.
- ☐ Students are involved in analytical thinking—breaking down concepts or processes into their various parts and demonstrating an understanding of how the parts relate to one another, or evaluating the advantages and disadvantages of all parts or perspectives.
- ☐ Students are given tasks that require reviewing large quantities of information and data and summarizing them into brief, meaningful synopses.
- ☐ Student activities reflect active cognitive processing, as first conceptualized by Bloom in his Taxonomy of Learning.

5. The teacher engages students in metacognitive strategies. These strategies include the following characteristics.

- ☐ Students are asked to think and reflect on their own thinking. They can explain how they arrived at an answer, describe their thought processes in completing a task or solving a problem, and describe their progress in mastering a specific concept or skill.

6. Language structures and vocabulary are deliberately, consciously taught and integrated into all learning activities across all content areas.

- ☐ Classroom activities explicitly integrate and teach vocabulary using authentic text and context-embedded approaches.
- ☐ Learning activities across content areas simultaneously focus on content mastery as well as language skills: language structure, punctuation, vocabulary.
- ☐ Students are engaged in multiple modes of communication—speaking, reading, writing, listening. Writing (for essays, projects) is implemented across content areas as a means to demonstrate critical, analytical thinking.

7. Instruction is differentiated to meet specific student academic needs and preferences:

- ☐ Teachers utilize a variety of student groupings and multiple diagnostic tools and instructional resources to determine and teach required content (concepts, skills, knowledge, and vocabulary).
- ☐ Teachers plan instruction based on data from formative, diagnostic tools, which reveal gaps in student learning and specific weaknesses in student mastery of intended objectives.

Appendix K

Characteristics of Culturally Responsive Teaching

Tucson Unified School District
 Characteristics of Culturally Responsive Teaching
 January 2014

1. **The teacher consistently compares and contrasts different cultures, languages, experiences, and values with the dominant community cultures in the classroom, regardless of the content area.**

The teacher consistently allows students the opportunity to discuss their own and their families' experiences, values, and cultural experiences during the course of lessons and activities, within a context of acknowledging differences and similarities with the predominant community culture. The teacher displays an attitude of appreciating differences, presenting them in a positive light. This is a consistent approach every day, during various lessons or classroom scenarios.

2. **Actively researches different cultural perspectives and examples connected to instructional content and incorporates these into classroom lessons and discussions.**

The teacher actively seeks examples, from his/her students' own representative cultures as well as from other cultures, that tie into classroom lessons and discussions. For example, in a lesson on basic mathematical algorithms (division/multiplication), the teacher researches common global approaches to the same and introduces them in the classroom.

3. **Involves students, parents, and the community in contributing to cultural awareness and appreciation.**

Whenever possible, the teacher invites contributions from students, parents, and the community at large in learning activities that focus on curriculum content being taught with diverse cultural perspectives.

4. **Facilitates and encourages students to discuss concepts and new learnings in their native language in earlier stages of language development (not translating).**

When possible or desirable, the teacher allows small groups or pairs of students to discuss new learnings in their native language, to assure understanding of key curriculum concepts and vocabulary. For example, when reading a novel in class, students are occasionally grouped by native language to allow discussion of the plot and themes in the book, so students' comprehension is supported.

This approach is not to be confused with translating for students, although occasional translation (among students only) is acceptable. The teacher also allows students to contribute to classroom discussions in their native language if their English is not yet strong enough, with another student translating. This enables all students to contribute to discussions and activities.

5. **Incorporates cross-language, as well as cross-cultural, comparison and development.**

The teacher facilitates comparing languages and cultures in a deliberate way. For example, word walls, graphic organizers, and concept maps may be used with bilingual terms and expressions.

6. **Respects and values student input and frequently (daily) elicits student involvement and supports their personal connection to the learning.**

Students are always encouraged to contribute to classroom activities and discussions, sharing personal experiences that relate to new content. Such approaches also support scaffolding of curriculum content and make learning more personally relevant.

7. **Respects students' affective needs with regard to participation and involvement in classroom activities and discussions, particularly during the early stages of English development.**

The teacher allows students periods of silence or non-involvement, if a student feels uncomfortable participating or is struggling with communication issues. Such scenarios can be extremely stressful to children and emotionally challenging, and the teacher responds accordingly with sensitivity and tolerance. Every student is unique and should be encouraged but never forced to participate in every activity. Consider alternative forms of involvement if the activity is a type of assessment.

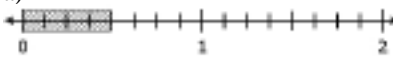
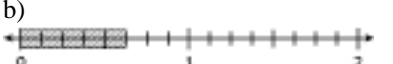


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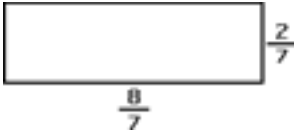
Appendix L

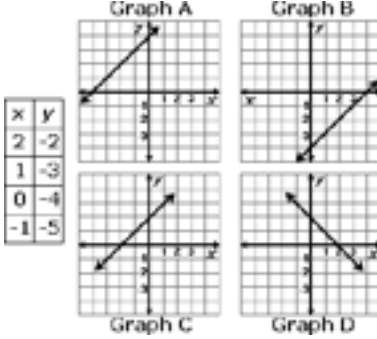
Exhibit 2.4.4a

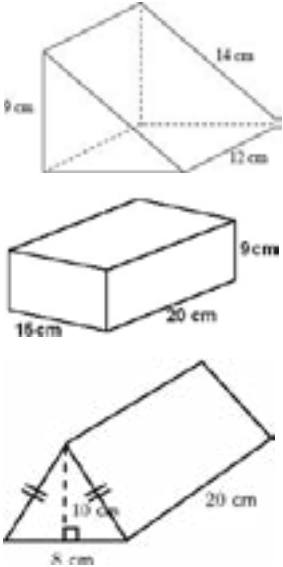
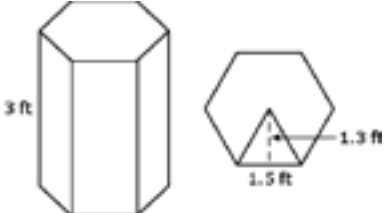
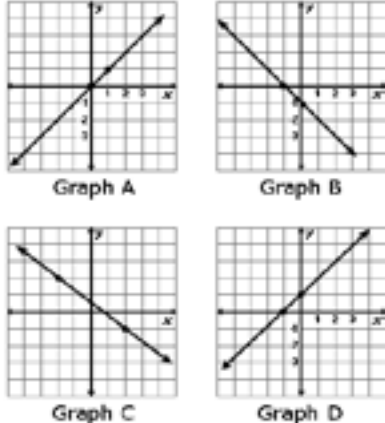
Congruency of Mathematics Classroom Artifacts to *ATI* Benchmark Assessments for Grades 2 to 10
Tucson Unified School District
January 2014

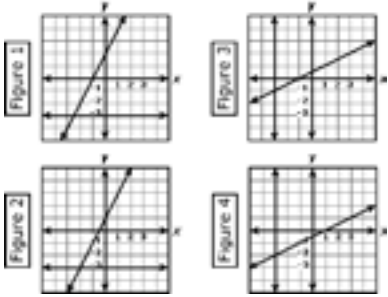
Classroom Artifact Description and Sample Items	Grade Equivalent <i>ATI</i> Item(s)	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency																								
		Yes	No	Yes	No																									
Grade 2 Math, Worksheet “Wednesday Math” 14 – 5 = _____ 10 + 10 = _____ Name the pattern: ☺☹☹☺☹☹☺☹☹ If Walter eats ½ of his candy bar for lunch and ½ of his candy bar for a snack after school, how much is left? _____ is left Mark the even numbers. 1 2 3 4 5 6	Grade 2, <i>ATI</i> PM1, Item 19 Mano hid 48 pieces of candy. His brother found the hiding place and began to eat the candy. He ate 19 pieces before Mano found out. Which number sentence could be used to figure out how many pieces of candy were left for him to hide again? a. 19 – 48 = b. 48 + 19 = c. 48 – 19 = d. 19 - __ = 48	X			X	Auditors noted the <i>ATI</i> example used a word problem, but most of the sample artifacts collected did not utilize word problems.																								
Grade 2 Math, Worksheet “Mountain Math” Write this number ____ Is this number even or odd? Round this number to the nearest ten. What number is 1 less than this number? What number is 1 more than this number?	Grade 2 <i>ATI</i> PM1, Item 20 Which model shows the number 14 in the correct place value columns? a) <table><tr><td>Hundreds</td><td>Tens</td><td>Ones</td></tr><tr><td>4</td><td>1</td><td>0</td></tr></table> b) <table><tr><td>Hundreds</td><td>Tens</td><td>Ones</td></tr><tr><td>1</td><td>4</td><td>0</td></tr></table> c) <table><tr><td>Hundreds</td><td>Tens</td><td>Ones</td></tr><tr><td>0</td><td>4</td><td>1</td></tr></table> d) <table><tr><td>Hundreds</td><td>Tens</td><td>Ones</td></tr><tr><td>0</td><td>1</td><td>4</td></tr></table>	Hundreds	Tens	Ones	4	1	0	Hundreds	Tens	Ones	1	4	0	Hundreds	Tens	Ones	0	4	1	Hundreds	Tens	Ones	0	1	4	X			X	Content is partially present in the sample asking students to round to the nearest ten, but that alone would not allow students to complete the <i>ATI</i> example.
Hundreds	Tens	Ones																												
4	1	0																												
Hundreds	Tens	Ones																												
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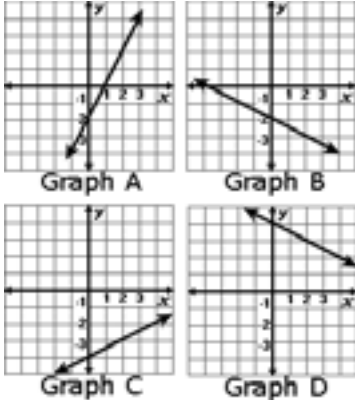
Appendix L (continued) Exhibit 2.4.4a Congruency of Mathematics Classroom Artifacts to <i>ATI</i> Benchmark Assessments for Grades 2 to 10 Tucson Unified School District January 2014						
Classroom Artifact Description and Sample Items	Grade Equivalent <i>ATI</i> Item(s)	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
Grade 3 Math, Worksheet "Set 14: Multiplying by 2" $2 \times 4 =$ $2 \times 9 =$ $2 \times 1 =$ $2 \times 6 =$ $2 \times 2 =$	Grade 3 <i>ATI</i> PM1, Item 17 Paul put 28 rocks into boxes. Each box has 7 rocks. Which equation's solution shows how many boxes Paul used? a. $4 \times \bigcirc = 28$ b. $7 \times 28 = \bigcirc$ c. $28 \div \bigcirc = 7$ d. $28 \div 4 = \bigcirc$		X		X	The worksheet collected involved only multiples of 2 and students only worked the problems in one direction where the <i>ATI</i> example involved students working the problems in multiple directions.
Grade 3 Math, Worksheet "Area Model" Students are given a fraction and then asked to create a model showing shaded area representing the fraction. Students are then asked to place the fraction on a number line.	Grade 3 <i>ATI</i> PM1, Item 23 Which number line shows the following fraction? $\frac{5}{8}$ a)  b)  c)  d) 	X		X		
Grade 4 Math, Worksheet "Daily Math Practice" Add a sign. $3 \ 5 \ 1 \ 1 = 46$ $7 \ 1 \ 0 = 70$ I am a number between 10 and 25. I am a multiple of 8, and one of my digits is a 2. What number am I?	Grade 4 <i>ATI</i> PM1, Item 10 Holly is showing how to use the distributive property with 8×12 . What number should she put in the box? 8×12 $8 \times (\square + 2)$ $(8 \times 10) + (8 \times 2)$ a. 10 b. 12 c. 16 d. 80		X		X	The worksheet begins work with multiplying, but the <i>ATI</i> example uses the distributive property of multiplying.

Appendix L (continued) Exhibit 2.4.4a Congruency of Mathematics Classroom Artifacts to ATI Benchmark Assessments for Grades 2 to 10 Tucson Unified School District January 2014						
Classroom Artifact Description and Sample Items	Grade Equivalent ATI Item(s)	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
Grade 5 Math, Worksheet "Fractions" 4/8 = 6/12 = 3/9 = 8/12 = 4/16 =	Grade 5 ATI Posttest, Item 22 Which answer shows the fraction below in the lowest terms? 2/22 a. 1/2 b. 2/11 c. 1/11 d. 0/2	X		X		
Grade 5 Math, Test "Unit 5 – Measuring Polygons" Joe built a 6-inch by 4-inch rectangle. What is the perimeter of his rectangle? a. 10 inches b. 24 inches c. 20 inches d. 40 inches Samantha says this figure is called a rhombus. Felix says it is called a square. Joshua says it is called a parallelogram. Can they all be right? Explain. Ms. Dell decides to make a garden. She has to put a fence round it to keep out the rabbits. She has 24 feet of fencing. To help her choose a garden shape, use whole numbers and find as many different rectangles as you can that each have a perimeter of 24. Label the dimensions and the area of each rectangle.	Grade 5 ATI Posttest, Item 23 What is the area of the rectangle in units squared?  a. 10/49 b. 16/49 c. 10/7 d. 16/7	X			X	The test, like the ATI item, looked for the area of a rectangle, but the ATI item used fractions.

Appendix L (continued) Exhibit 2.4.4a Congruency of Mathematics Classroom Artifacts to ATI Benchmark Assessments for Grades 2 to 10 Tucson Unified School District January 2014						
Classroom Artifact Description and Sample Items	Grade Equivalent ATI Item(s)	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
Grade 6 Math, Worksheet “Daily Bellwork” $3 \div 963 =$ $2 \div 532 =$ $3 \div 861 =$	Grade 6 ATI PM1, Item 31 $2 \frac{5}{8} \div 3 \frac{4}{5} =$ a. $3 \frac{1}{2}$ b. $3 \frac{3}{8}$ c. $2 \frac{3}{8}$ d. $2 \frac{1}{4}$		X		X	The worksheet dealt with division, but the ATI sample used division of fractions. This is an example of where the students should be working on the same level or above the ATI sample item which was administered one month prior to the on-site visit.
Grade 6 Math, Worksheet “Simplifying Algebraic Expressions” $6b - b$ use $b = 7$ $W + 8w$ use $w = 2$ $4h - 3h$ use $h = 3$	Grade 6 ATI Posttest, Item 4 What is the value of n ? $2/3n + 16 = 18$ a. 8 b. 16 c. 18 d. 36		X		X	The basic idea of the worksheet and the ATI problem is the same, but the ATI problem used fractions.
Grade 7 Math, Worksheet “Graphing Inequalities in Two Variables” The graph shows $y = x + 2$. Shade the inequality $y \leq x + 2$. [The students have a graph to shade.] Solve each inequality for y . $x + y \geq 8$ $3x - y > 6$	Grade 7 ATI PM1, Item 21 Which of the following graphs best represents the table of values?  a. Graph A b. Graph B c. Graph C d. Graph D	X		X		

<p align="center">Appendix L (continued) Exhibit 2.4.4a Congruency of Mathematics Classroom Artifacts to ATI Benchmark Assessments for Grades 2 to 10 Tucson Unified School District January 2014</p>						
Classroom Artifact Description and Sample Items	Grade Equivalent ATI Item(s)	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
<p>Grade 7 Math, Worksheet "Volume of Prisms and Cylinders"</p> <p>Find the volume of each figure to the nearest tenth.</p> 	<p>Grade 7 ATI PM1, Item 11</p> <p>A fish tank is in the shape of a regular hexagonal prism that is 3 feet in height. The hexagonal base is shown below.</p> <p>Which of these represents the volume of the fish tank?</p>  <p>a. $\text{Volume} = \left(\frac{1}{2} \cdot 1.5 \cdot 1.3\right) \cdot 6 \text{ ft}^3$ b. $\text{Volume} = \left(\frac{1}{2} \cdot 1.5 \cdot 1.3\right) \cdot 3 \text{ ft}^3$ c. $\text{Volume} = \left(\frac{1}{2} \cdot 1.5 \cdot 1.3\right) \cdot 6 \cdot 3 \text{ ft}^3$ d. $\text{Volume} = (1.5 \cdot 1.3) \cdot 6 \cdot 3 \text{ ft}^3$</p>	X		X		Students can make the connection from the worksheet to the volume in the fish tank.
<p>Grade 8 Math, Worksheet "Graphing Inequalities in Two Variables"</p> <p>The graph shows $y = x + 2$. Shade the inequality $y \leq x + 2$.</p> <p>[The students have a graph to shade.]</p> <p>Solve each inequality for y.</p> <p>$x + y \geq 8$ $3x - y > 6$</p>	<p>Grade 8 ATI PM1, Item 6</p> <p>Which of these graphs shows a line with a slope of $-3/4$?</p>  <p>a. Graph A b. Graph B c. Graph C d. Graph D</p>		X		X	Auditors noted this is the same worksheet used in the seventh grade math for the school site.

Appendix L (continued) Exhibit 2.4.4a Congruency of Mathematics Classroom Artifacts to ATI Benchmark Assessments for Grades 2 to 10 Tucson Unified School District January 2014						
Classroom Artifact Description and Sample Items	Grade Equivalent ATI Item(s)	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
Grade 9 Algebra I, Worksheet "Bingo for Systems of Equations" $x - 5y = 0$ $2x + 3y = -13$ Graph it in your blank square: $5x + 3y = 15$ $4x - 3y = 12$ Which is a solution? (0,3)...(-6,0)...(4,5)... $-2x + 4y = 12$ $5x - 2y = 10$	Grade 9 ATI PM1, Item 5 Which figure represents both linear functions that make up the equation below? $2(x + 1) = -3$  a. Figure 1 b. Figure 2 c. Figure 3 d. Figure 4	X		X		
Grade 10 Geometry, Worksheet "Absolute Value and Radical Equations" What is the solution to this equation? $ 2x - 3 - 4 = 3$ a. $x = -2, x = 5$ b. $x = 2, x = 5$ c. $x = -5, x = 2$ d. $x = -5, x = -2$	Grade 10 ATI PM1, Item 51 Which is the solution of the equation below? $2 x + 2 = 4$ a. $x = -10$ or $x = 6$ b. $x = -4$ or $x = 0$ c. $x = -1$ or $x = 1$ d. $x = 1$ or $x = 3$	X		X		



Appendix L (continued) Exhibit 2.4.4a Congruency of Mathematics Classroom Artifacts to ATI Benchmark Assessments for Grades 2 to 10 Tucson Unified School District January 2014						
Classroom Artifact Description and Sample Items	Grade Equivalent ATI Item(s)	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
Grade 10 Honors Geometry, Worksheet "Linear Equations and Proportions" Solve: $7x - 4 = 24$ $-2x + 9 = 17$ $7x + 3 = 11x + 35$ $x/4 = 3/2$	Grade 10 ATI PM1, Item 9 Which graph best represents the equation? $-2y = x - 8$  a. Graph A b. Graph B c. Graph C d. Graph D	X		X		
Total		10	5	7	8	

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Appendix M

Exhibit 2.4.4b

Congruency of ELA Classroom Artifacts to *ATI* Benchmark Sample Items for Grades 2 to 10
Tucson Unified School District
January 2014

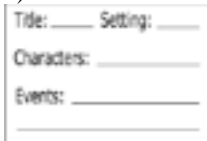

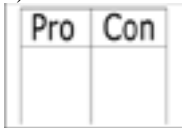

Classroom Artifact Description and Sample Items	Grade Equivalent <i>ATI</i> Item(s)	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
<p>Grade 2 ELA, Worksheet “Plurals”</p> <p>Write the word on the line that names the picture.</p>  <p>Calf Cuff Calves</p>  <p>Calfs Caves Calves</p> <p>Grade 2 ELA, Worksheet “Complete the sentences.”</p> <p>Mimicked Fussed Pale Admired Notice Haze</p> <p>Jake liked the ____ colors in this painting. “There’s a blue ____ over the hills,” he said. In another painting, baby birds ____ for food.</p>	<p>Grade 2, <i>ATI</i> PM1 Item 1</p> <p>Students are to read the passage “The Fox and the Crow.”</p> <p>From “The Fox and the Crow”</p> <p>How does Miss Crow feel when Mr. Fox asks her to sing?</p> <p>a. Beautiful b. Smart c. Happy d. Hungry</p>		X		X	<p>Students are being asked to remember simple grammar rules for the worksheets, where they are asked to read on the <i>ATI</i> example.</p>

Appendix M (continued) Exhibit 2.4.4b Congruency of ELA Classroom Artifacts to ATI Benchmark Sample Items for Grades 2 to 10 Tucson Unified School District January 2014						
Classroom Artifact Description and Sample Items	Grade Equivalent ATI Item(s)	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
Grade 3 ELA, Worksheet "Spelling Homework" Write each spelling word <u>neatly</u> and <u>correctly</u> 5 times on a piece of lined paper. Pulled Hugged Correct Matter Common Grade 3 ELA, Worksheet "Joe Louis" [Students are given a short story of 201 words to read about Joe Louis.] List three reasons Joe Louis is remembered as a great champion boxer. Write a Retell of "Joe Louis"	Grade 3 ATI PM1, Item 24 Students are to read the passage "Puppies for Sale." From "Puppies for Sale" How much does the author want for each puppy? a. They are free to a good home. b. They are \$100.00 to a good home. c. They are several hundred dollars. d. The text doesn't say how much they are.	X		X		

Appendix M (continued) Exhibit 2.4.4b Congruency of ELA Classroom Artifacts to ATI Benchmark Sample Items for Grades 2 to 10 Tucson Unified School District January 2014						
Classroom Artifact Description and Sample Items	Grade Equivalent ATI Item(s)	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
Grade 4 ELA, Worksheet "Spelling Words" Write each Spelling Word under the guide words that could appear on its page in a dictionary. Make sure each list is in alphabetical order. Inactive-Inward <i>or</i> Nominate- Normal Income Nonprofit Nonsense Involved Grade 4 ELA, Worksheet "Story Map 2" Write notes in each section: Setting: Major Characters: Minor Characters: Plot/Problem: Event 1: Event 2: Event 3: Outcome: Grade 4 ELA, Worksheet "Identifying Narrative Perspective 3" "Sunday was my only leisure time. I spent this in a sort of beast-like stupor, between sleep and wake, under some large tree. Narrator's Point of View? How do you know?	Grade 4 ELA PM1, Item 1 Students are to read the passage "Ouray." Read the sentence. "The Ute had to move elsewhere in the state." In which sentence does the word "state" have the same meaning that it has in the sentence above. a. I am in a strange state of mind. b. I would like to travel to a state such as Florida. c. I need to state the answer very clearly. d. The State of the Union address is tonight.		X		X	Students are being asked to work on spelling and remember simple parts of stories they read from their worksheets; whereas, they are asked for words in context on what they have read for the <i>ATI</i> example.

Appendix M (continued) Exhibit 2.4.4b Congruency of ELA Classroom Artifacts to ATI Benchmark Sample Items for Grades 2 to 10 Tucson Unified School District January 2014						
Classroom Artifact Description and Sample Items	Grade Equivalent ATI Item(s)	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
<p>Grade 5 ELA, Worksheet “Add the Prepositions to Complete the Story”</p> <p>Preposition Word Bank: in, with, into, until...</p> <p>Scott’s allergies were really severe. This season, he was having a lot of trouble ____ them. He kept on sneezing ____ the tissue he carried ____ his hand wherever he went.</p> <p>Grade 5 ELA, Worksheet “Island of the Blue Dolphins”</p> <p>Students were to read the story <i>Island of the Blue Dolphins</i> and answer questions regarding geography, title, author, copyright, setting (time), setting (place), genre, characters, vocabulary, and point of view.</p> <p>Grade 5 ELA, Worksheet “Seeing Eye to Eye”</p> <p>Students were to read a short article from National Geographic Explorer and make predictions from the story based on details from the text. Students then completed a small graphic organizer giving main points from the article and supporting details.</p>	<p>Grade 5 <i>ATI</i> Posttest, Item 1</p> <p>Gail went to Carlsbad Caverns. She described the experience to her friends. Which of Gail’s statements is an example of literal language?</p> <p>a. “When the lights were turned out, I was blind as a bat.”</p> <p>b. “The cavern was out in the middle of nowhere.”</p> <p>c. “I was very impressed with how beautiful it was.”</p> <p>d. “It seemed that we traveled forever to get there.”</p>		X		X	<p>Students are asked to perform simple grammar procedures or remember simple parts to the stories they read on their worksheets; whereas, they are asked to interpret language meaning on the <i>ATI</i> example.</p>

Appendix M (continued) Exhibit 2.4.4b Congruency of ELA Classroom Artifacts to ATI Benchmark Sample Items for Grades 2 to 10 Tucson Unified School District January 2014						
Classroom Artifact Description and Sample Items	Grade Equivalent ATI Item(s)	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
Grade 6 ELA, Worksheet “Word-Building” Add er or or to the end of each word below to show what people do. Write the new word on the lines. Bookkeep_____ Conduct_____ Bricklay_____ Direct_____ Grade 6 ELA, Worksheet “District Formative Assessment – Extended Response” Students were to read a short passage and answer the two following multiple choice questions: 1. Which of the following sentences is the main idea of the passage shown above? 2. Which of the following is a critical detail from the passage above? Grade 6 ELA, Worksheet “Onomatopoeia” Students are to brainstorm words that are onomatopoeias. They are to then write sentences using the words. They are finally to create a comic strip using their onomatopoeias.	Grade 6 <i>ATI</i> PM1, Item 1 Students are to read the passage “Yard Work Done Right” From “Yard Work Done Right” Which quotation supports the argument that weeds can be kept from growing in yards by planting trees and bushes? a. “The rainy season means one thing for yards: weeds. It is a good idea to remove them as soon as possible.” b. “Even better, getting rid of the roots means that your yard will stay neat and beautiful for a long time.” c. “Far easier even than using a Dutch hoe is to keep weeds from taking root.” d. “Most weeds need space and sunlight to grow. You can take away these things by planting bushes and trees.”	X		X		

Appendix M (continued) Exhibit 2.4.4b Congruency of ELA Classroom Artifacts to ATI Benchmark Sample Items for Grades 2 to 10 Tucson Unified School District January 2014						
Classroom Artifact Description and Sample Items	Grade Equivalent ATI Item(s)	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
Grade 7 ELA, Worksheet "Daily Language Review" Choose the best word to complete each sentence. When ____ you need to catch the bus? does, do, was, is My parents ____ married in 1980. was, were, been, did Grade 7 ELA, Project "Analyzing informational text/Reading a newspaper article and identifying its structure" Students are to work in pairs on this assignment. They are to take a newspaper article and determine the reasons for the author writing the article. They are then to use a graphic organizer and analyze the article.	Grade 7 ELA PM1, Item 15 Sandra wants to compare and contrast the lives of two characters from a book she has read. Which graphic organizer should she use? a)  b)  c)  d) 		X		X	Most of the work examples from classroom artifacts do not align with the question from the ATI example with the exception of the last classroom artifact.
Grade 8 ELA, Worksheet "Cartoon Analysis Worksheet" Students are to use the worksheet to analyze political cartoons presented by the teacher. Grade 8 ELA, Project "3 rd Quarter Project – Civil Rights Movement" Students are to create a news magazine on the Civil Rights Movement. This project was an ongoing project that totaled five weeks.	Grade 8 ELA PM1, Item 3 Students are to read two different passages from "Repeal Seatbelt Laws" and "Seatbelt Laws Save Lives" On which point do the authors of "Repeal Seatbelt Laws" and "Seatbelt Laws Save Lives" disagree? a. Seatbelts help keep the cost of healthcare down. b. Seatbelt laws are an acceptable part of a free society. c. High fines encourage people to buckle up. d. Seatbelts can trap people in cars.	X		X		

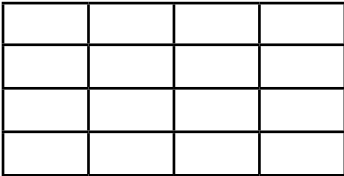

Appendix M (continued) Exhibit 2.4.4b Congruency of ELA Classroom Artifacts to ATI Benchmark Sample Items for Grades 2 to 10 Tucson Unified School District January 2014						
Classroom Artifact Description and Sample Items	Grade Equivalent ATI Item(s)	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
Grade 9 Honors English, Worksheet "Rhetorical Devices in Brutus' and Antony's Speeches" Students are to read excerpts from <i>Julius Caesar</i> and identify the type of rhetorical device used.	Grade 9 ATI PM1, Item 50 Read the sentences. I wanted to live outdoors, surrounded by nature. I wanted to live outdoors, surrounded by the wilderness. While "nature" and "wilderness" have the same denotation, they have quite different connotations. Why would an author choose the word "wilderness" over the word "nature"? a. To show a sense of peaceful surroundings. b. To show a sense of adventure. c. To show a sense of being alone. d. To show a sense of enjoying the outdoors.		X		X	Students were asked to understand the usage of rhetorical speech in their classroom work; whereas, the ATI example asked students to identify words in context.
Grade 10 English, Worksheet "Vocabulary in Context Dictionary" Students are to identify words from their readings with which they are unfamiliar. They are to give a definition of the word and part of speech. Finally, the students are to guess the meaning of the word in context.	Grade 10 ATI PM1, Item 13 From "The Roots of Organic Farming" "The soil could only support so many crops before its nutrients were exhausted. When this happened, there was little to do but let the field lie fallow and wait for the soil to build back up naturally." What does the word "fallow" mean? a. Unplanted b. Faulty c. Flooded d. Overlooked	X		X		
Total		4	5	4	5	





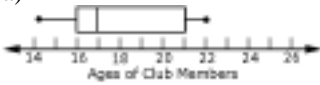

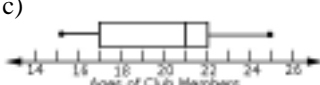
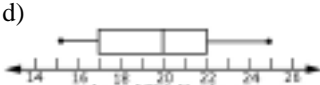
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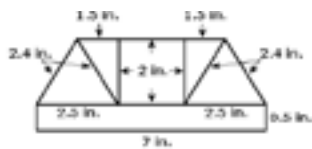
Appendix N

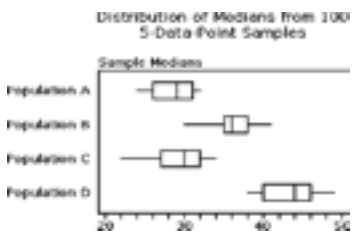
Exhibit 2.4.5a

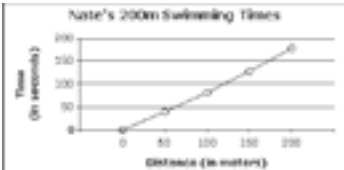

**Congruency of Arizona College and Career Readiness Standards to
ATI Benchmark Assessments for Mathematics Grades 3, 6, 8, and 10
Tucson Unified School District
April 2014**




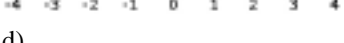
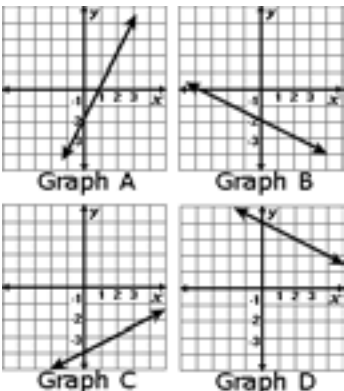
AZ Objectives “The student is expected to:”	Assessment Item from ATI Curriculum Document	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment
		Yes	No	Yes	No	Congruency
AZ-5.OA.A.2 Write simple expressions that record calculations with numbers, and interpret numerical expressions without evaluating them. For example, express the calculation “add 8 and 7, then multiply by 2” as $2 \times (8 + 7)$. Recognize that $3 \times (18932 + 921)$ is three times as large as $18932 + 921$, without having to calculate the indicated sum or product.	Grade 3, ATI PM1, Item 9 Which statement shows 6 less than 15? a. $6 + 15$ b. $6 - 15$ c. $15 \div 6$ d. $15 - 6$	X			X	The Arizona standard has two steps involved; whereas, the ATI example has only one.
AZ-3.MD.C.7a Find the area of a rectangle with whole-number side lengths by tiling it, and show that the area is the same as would be found by multiplying the side lengths.	Grade 3, ATI PM1, Item 11 What is the area of the rectangle?  a. 8 square units b. 12 square units c. 16 square units d. 20 square units	X		X		
AZ-3.NF.A.1 Understand a fraction $1/b$ as the quantity formed by 1 part when a whole is partitioned into b equal parts; understand a fraction a/b as the quantity formed by a parts of size $1/b$.	Grade 3, ATI PM1, Item 22 What fraction of the model is shaded? 					

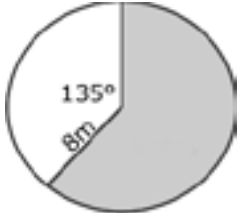
Appendix N (continued) Exhibit 2.4.6 Congruency of Arizona College and Career Readiness Standards to ATI Benchmark Assessments for Mathematics Grades 3, 6, 8, and 10 Tucson Unified School District April 2014						
AZ Objectives “The student is expected to:”	Assessment Item from <i>ATI</i> Curriculum Document	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
AZ-4.G.A.3 Recognize a line of symmetry for a two-dimensional figure as a line across the figure such that the figure can be folded along the line into matching parts. Identify line-symmetric figures and draw lines of symmetry.	Grade 3, <i>ATI</i> PM1, Item 37 Which figure below appears to have exactly 2 lines of symmetry? Figure 1  Figure 2  Figure 3  Figure 4  a. Figure 1 b. Figure 2 c. Figure 3 d. Figure 4	X		X		
AZ-4.NBT.A.2 Read and write multi-digit whole numbers using base-ten numerals, number names, and expanded form. Compare two multi-digit numbers based on meanings of the digits in each place, using $>$, $=$, and $<$ symbols to record the results of comparisons.	Grade 3, <i>ATI</i> PM1, Item 56 Which is true? a. $48,923 > 48,932$ b. $48,196 > 48,199$ c. $48,916 > 48,919$ d. $48,162 > 48,136$	X		X		
AZ-6.SP.B.4 Display numerical data in plots on a number line, including dot plots, histograms, and box plots.	Grade 6, <i>ATI</i> PM1, Item 1 The club secretary created a box-and-whisker plot which reported the top 25% of the members as 21 or 22 years of age. Which plot did she make? a)  b)  c)  d) 	X		X		

Appendix N (continued) Exhibit 2.4.6 Congruency of Arizona College and Career Readiness Standards to ATI Benchmark Assessments for Mathematics Grades 3, 6, 8, and 10 Tucson Unified School District April 2014						
AZ Objectives “The student is expected to:”	Assessment Item from ATI Curriculum Document	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
AZ-8.EE.A.2 Use square root and cube root symbols to represent solutions to equations of the form $x^2 = p$ and $x^3 = p$, where p is a positive rational number. Evaluate square roots of small perfect squares and cube roots of small perfect cubes. Know that $\sqrt{2}$ is irrational.	Grade 6, ATI PM1, Item 3 Which is equal to the following? a. 4 b. 21 c. 60 d. 192	X		X		
AZ-7.G.B.6 Solve real-world and mathematical problems involving area, volume and surface area of two- and three-dimensional objects composed of triangles, quadrilaterals, polygons, cubes, and right prisms.	Grade 6, ATI PM1, Item 8 Clark was trying to find the area of the figure below by splitting the shape into parallelograms and triangles. Is his method correct?  $A = (7 \times 0.5) + (2 \times 2) + (2.4 \times 2.5) + (2.4 \times 1.5)$ $A = 3.5 + 4 + 6 + 3.6$ $A = 17.1 \text{ square in.}$ a. Yes, his method is correct. b. No, he should have multiplied the entire area of the shape by one half. c. No, he used the length of the slanted side instead of the height in the area of the triangles. d. No, he should have multiplied the areas of the shapes together.	X		X		
AZ-6.RP.A.1 Understand the concept of a ratio and use ratio language to describe a ratio relationship between two quantities. For example, “The ratio of wings to beaks in the bird house at the zoo was 2:1, because for every 2 wings there was 1 beak.” “For every vote candidate A received, candidate C received nearly three votes.”	Grade 6 ATI PM1, Item 28 There are 2 books for every 3 students. Which of the following expresses the ratio below as a fraction? 2:3 a. $\frac{1}{3}$ b. $\frac{2}{3}$ c. $\frac{3}{3}$ d. $\frac{3}{2}$		X		X	The Arizona standard asks students to understand ratios; whereas, the ATI example gives the ratio and asks the students to convert it to a fraction.

Appendix N (continued) Exhibit 2.4.6 Congruency of Arizona College and Career Readiness Standards to ATI Benchmark Assessments for Mathematics Grades 3, 6, 8, and 10 Tucson Unified School District April 2014						
AZ Objectives “The student is expected to:”	Assessment Item from <i>ATI</i> Curriculum Document	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
AZ-6.NS.C.9 Convert between expressions for positive rational numbers, including fractions, decimals, and percents.	Grade 6 <i>ATI</i> PM1, Item 59 A 12-foot ribbon is cut into pieces three-quarters of a foot long. How many pieces can be made? a. 9 b. 11 c. 13 d. 16	X		X		
AZ-7.SP.B.4 Use measures of center and measures of variability for numerical data from random samples to draw informal comparative inferences about two populations. For example, decide whether the words in a chapter of a seventh-grade science book are generally longer than the words in a chapter of a fourth-grade science book.	Grade 8 <i>ATI</i> PM1, Item 2 One hundred samples of five data points were randomly selected from each of four populations. The medians of each population’s samples were plotted as shown below. Another random sample was then taken from one of the populations and recorded as follows: {40, 32, 21, 31, 24} From which population was this sample LEAST likely selected?  a. Population A b. Population B c. Population C d. Population D	X			X	The Arizona standard asks students to make informal comparative inferences about populations; whereas, the <i>ATI</i> example does not require this.

Appendix N (continued) Exhibit 2.4.6 Congruency of Arizona College and Career Readiness Standards to ATI Benchmark Assessments for Mathematics Grades 3, 6, 8, and 10 Tucson Unified School District April 2014						
AZ Objectives “The student is expected to:”	Assessment Item from ATI Curriculum Document	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
AZ-8.F.B.5 Describe qualitatively the functional relationship between two quantities by analyzing a graph (e.g., where the function is increasing or decreasing, linear or nonlinear). Sketch a graph that exhibits the qualitative features of a function that has been described verbally.	Grade 8 <i>ATI</i> PM1, Item 14 Nate’s swim coach records his time at 50 meter intervals throughout a 200 meter race. Would the coach’s recorded times and the distances represent a linear relationship?  a. Yes, because Nate swims each 50 meters in about the same time. b. Yes, because Nate swims each 50 meters in progressively slower times. c. No, because Nate became much slower with each 50 meters he swam. d. No, because Nate consistently swam each 50 meters in 40 seconds.	X		X		
AZ-8.NS.A.2 Use rational approximations of irrational numbers to compare the size of irrational numbers, locate them approximately on a number line diagram, and estimate the value of expressions (e.g., π^2). For example, by truncating the decimal expansion of $\sqrt{2}$, show that $\sqrt{2}$ is between 1 and 2, then between 1.4 and 1.5, and explain how to continue on to get better approximations.	Grade 8 <i>ATI</i> PM1, Item 25 According to the number line below, which letter best represents the location of the number?  a. A b. B c. C d. D		X		X	The <i>ATI</i> example is only one small part of the overall Arizona standard.

Appendix N (continued) Exhibit 2.4.6 Congruency of Arizona College and Career Readiness Standards to ATI Benchmark Assessments for Mathematics Grades 3, 6, 8, and 10 Tucson Unified School District April 2014						
AZ Objectives “The student is expected to:”	Assessment Item from ATI Curriculum Document	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
AZ-6.EE.B.8 Write an inequality of the form $x > c$ or $x < c$ to represent a constraint or condition in a real-world or mathematical problem. Recognize that inequalities of the form $x > c$ or $x < c$ have infinitely many solutions; represent solutions of such inequalities on number line diagrams.	Grade 8 ATI PM1, Item 47 Which number line represents $x > -1$? a)  b)  c)  d) 		X		X	The ATI example is only one small part of the overall Arizona standard.
AZ-7.RP.A.2b Identify the constant of proportionality (unit rate) in tables, graphs, equations, diagrams, and verbal descriptions of proportional relationships.	Grade 8 ATI PM1, Item 66 Knee socks are 2 pair for \$2.18, and anklets are 3 pair for \$3.15. Which of the following is true? a. Knee socks are 9¢ more per pair than anklets. b. Knee socks are 9¢ less per pair than anklets. c. Knee socks are \$1.09 per pair. d. Anklets are \$1.09 per pair.	X		X		
AZ-HS.F-IF.C.7.a Graph linear and quadratic functions and show intercepts, maxima, and minima.	Grade 10 ATI PM1, Item 9 Which graph best represents the equation $-2y = x - 8$  a. Graph A b. Graph B c. Graph C d. Graph D	X		X		

Appendix N (continued) Exhibit 2.4.6 Congruency of Arizona College and Career Readiness Standards to ATI Benchmark Assessments for Mathematics Grades 3, 6, 8, and 10 Tucson Unified School District April 2014						
AZ Objectives “The student is expected to:”	Assessment Item from ATI Curriculum Document	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
AZ-HS.G-C.B.5. Derive using similarity the fact that the length of the arc intercepted by an angle is proportional to the radius, and define the radian measure of the angle as the constant of proportionality; derive the formula for the area of a sector.	Grade 10 ATI PM1, Item 18 What is the area of the shaded sector?  a. 5π square meters b. 10π square meters c. 24π square meters d. 40π square meters	X		X		
AZ-HS.A-CED.A.4. Rearrange formulas to highlight a quantity of interest, using the same reasoning as in solving equations. For example, rearrange Ohm’s law $V = IR$ to highlight resistance R .	Grade 10 ATI PM1, Item 30 The formula describes how to find the area (A) of a triangle with base length (b) and height (h). Which equation correctly solves for the base length (b) in terms of height (h)? $A = \frac{1}{2}bh$ a. $b = \frac{1}{2}Ah$ b. $b = 2Ah$ c. $b = \frac{2A}{h}$ d. $b = \frac{2h}{A}$	X		X		
AZ-HS.S-CP.B.9. Use permutations and combinations to compute probabilities of compound events and solve problems.	Grade 10 ATI PM1, Item 52 Four people enter a diner where there are 6 vacant seats. How many ways can they seat themselves? a. 30 b. 36 c. 360 d. 720	X		X		

Appendix N (continued) Exhibit 2.4.6 Congruency of Arizona College and Career Readiness Standards to ATI Benchmark Assessments for Mathematics Grades 3, 6, 8, and 10 Tucson Unified School District April 2014						
AZ Objectives “The student is expected to:”	Assessment Item from <i>ATI</i> Curriculum Document	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment
		Yes	No	Yes	No	Congruency
AZ-7.NS.A.1c Understand subtraction of rational numbers as adding the additive inverse, $p - q = p + (-q)$. Show that the distance between two rational numbers on the number line is the absolute value of their difference, and apply this principle in real-world contexts.	Grade 10 <i>ATI</i> PM1, Item 58 The distance between which two numbers equals $ -9 $? a. 4; -5 b. -4; -5 c. 11; -2 d. -11; 2	X		X		There is no real-world context in the <i>ATI</i> example.
Total		17	3	15	5	

Appendix O**Exhibit 2.4.5b****Congruency of Arizona College and Career Readiness Standards to
ATI Benchmark Assessments for ELA Grades 3, 6, 8, and 10****Tucson Unified School District****April 2014**

AZ Objectives “The student is expected to:”	Assessment Item from ATI Curriculum Document	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
AZ-L.3.2e Conventions of Standard English: Use conventional spelling for high-frequency and other studied words and for adding suffixes to base words (e.g., sitting, smiled, cries, happiness).	Grade 3 ATI PM1, Item 17 Look at the word. Taste What would be the correct spelling if you added –ing? a. Tasting b. Tasting c. Tasting d. Tasting	X		X		
AZ-L.3.4b Vocabulary Acquisition and Use: Determine the meaning of the new word formed when a known prefix is added to a known word (e.g., agreeable/disagreeable, comfortable/uncomfortable, care/careless, heat/preheat).	Grade 3 ATI PM1, Item 19 Read the sentence. He was the large__ animal in the whole zoo. Which is the correct suffix to add to the word “large”? a. –er b. –est c. –ing d. –ful	X			X	The ATI example uses suffixes, but no meaning is asked in the example.
AZ-RI.3.1 Key Ideas and Details: Ask and answer questions to demonstrate understanding of a text, referring explicitly to the text as the basis for the answers.	Grade 3 ATI PM1, Item 24 “Puppies for Sale” Adorable Puppies for Sale! These puppies are smart. They are easy to train. They love to play....Give a puppy to the one you love. \$100.00 to a good home. From “Puppies for Sale” How much does the author want for each puppy? a. They are free to a good home. b. They are \$100.00 to a good home. c. They are several hundred dollars. d. The text doesn’t say how much they are.	X		X		

Appendix O (continued) Exhibit 2.4.5b Congruency of Arizona College and Career Readiness Standards to ATI Benchmark Assessments for ELA Grades 3, 6, 8, and 10 Tucson Unified School District April 2014						
AZ Objectives “The student is expected to:”	Assessment Item from ATI Curriculum Document	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
AZ-RI.3.2 Key Ideas and Details: Determine the main idea of a text; recount the key details and explain how they support the main idea.	Grade 3 ATI PM1, Item 25 “Puppies for Sale” They are the perfect gift for your little boy or girl... You can give the best gift. From “Puppies for Sale” What words convince the reader that puppies are a good gift? a. “boy,” “girl” b. “opening,” “face” c. “Imagine,” “smile” d. “perfect,” “best”	X			X	The example does not link back to the main idea which is the purpose of the Arizona standard.
AZ-RL.3.5 Craft and Structure: Refer to parts of stories, dramas, and poems when writing or speaking about a text, using terms such as chapter, scene, and stanza; describe how each successive part builds on earlier sections.	Grade 3 ATI PM1, Item 42 Read the Sentence. Maryann’s teacher told her that each ____ of her poem must have four lines. Which word best completes the sentence? a. Chapter b. Scene c. Stanza	X			X	The ATI example identifies a part of the poem as stated in the Arizona standard, but the example does not ask the student to build upon this idea.

Appendix O (continued) Exhibit 2.4.5b Congruency of Arizona College and Career Readiness Standards to ATI Benchmark Assessments for ELA Grades 3, 6, 8, and 10 Tucson Unified School District April 2014						
AZ Objectives “The student is expected to:”	Assessment Item from ATI Curriculum Document	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
AZ-RI.6.8 Integration of Knowledge and Ideas: Trace and evaluate the argument and specific claims in a text, distinguishing claims that are supported by reasons and evidence from claims that are not.	Grade 6 ATI PM1, Item 1 Students are to read the passage “Yard Work Done Right” From “Yard Work Done Right” Which quotation supports the argument that weeds can be kept from growing in yards by planning trees and bushes? a. “The rainy season means one thing for yards: weeds. It is a good idea to remove them as soon as possible.” b. “Even better, getting rid of the roots means that your yard will stay neat and beautiful for a long time.” c. “Far easier even than using a Dutch hoe is to keep weeds from taking root.” d. “Most weeds need space and sunlight to grow. You can take away these things by planting bushes and trees.”	X		X		
AZ-RI.6.6 Craft and Structure: Determine an author’s point of view or purpose in a text and explain how it is conveyed in the text.	Grade 6 ATI PM1, Item 3 From “Yard Work Done Right” What is the author’s purpose for writing the section <i>What Not to Do</i> ? a. To explain why it is a mistake to remove weeds at certain times of the day. b. To warn the reader against certain ways of removing weeds. c. To warn the reader about what can happen if weeds are not removed quickly. d. To explain what the reader should do if he or she makes a mistake while removing weeds.	X			X	The ATI example asks the student to identify the author’s purpose, but does not go beyond this as is indicated in the Arizona standard.

Appendix O (continued) Exhibit 2.4.5b Congruency of Arizona College and Career Readiness Standards to ATI Benchmark Assessments for ELA Grades 3, 6, 8, and 10 Tucson Unified School District April 2014						
AZ Objectives “The student is expected to:”	Assessment Item from ATI Curriculum Document	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
AZ-RI.6.5 Craft and Structure: Analyze how a particular sentence, paragraph, chapter, or section fits into the overall structure of a text and contributes to the development of the ideas.	Grade 6 ATI PM1, Item 6 From “Yard Work Done Right” Which best describes how the first paragraph is organized? a. Step-by-step order b. Order of importance c. Chronological order d. Argument and support	X			X	The example looks only at how the first paragraph is organized. The Arizona standard asks the students demonstrate how the paragraph fits into the overall structure of the text and contributes to the development of ideas in the text.
AZ-L.6.4a Vocabulary Acquisition and Use: Use context (e.g., the overall meaning of a sentence or paragraph; a word’s position or function in a sentence) as a clue to the meaning of a word or phrase.	Grade 6 ATI PM1, Item 10 Read the sentence. I placed the test in my <u>file</u> of schoolwork. Without changing the meaning of the sentence, which word can <i>best</i> be used to replace the underlined part? a. Column b. List c. String d. Folder	X		X		

Appendix O (continued) Exhibit 2.4.5b Congruency of Arizona College and Career Readiness Standards to ATI Benchmark Assessments for ELA Grades 3, 6, 8, and 10 Tucson Unified School District April 2014						
AZ Objectives “The student is expected to:”	Assessment Item from ATI Curriculum Document	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
AZ-RL.6.1 Key Ideas and Details: Cite textual evidence to support analysis of what the text says explicitly as well as inferences drawn from the text.	Grade 6 ATI PM1, Item 24 Students are to read the passage “Anansi and Snake.” From “Anansi and Snake” According to the story, what do some West African communities do in the evening? a. Make farming and hunting tools. b. Play games long into the night. c. Listen as a storyteller tells tales d. Eat the evening meal as a group.	X			X	The example asks only for evidence to support what the text says explicitly, but does not ask the higher level thinking question of inference.
AZ-RI.8.9 Integration of Knowledge and Ideas: Analyze a case in which two or more texts provide conflicting information on the same topic and identify where the texts disagree on matters of fact or interpretation.	Grade 8 ELA PM1, Item 3 Students are to read to different passages. From “Repeal Seatbelt Laws” and “Seatbelt Laws Save Lives” On which point do the authors of “Repeal Seatbelt Laws” and “Seatbelt Laws Save Lives” disagree? a. Seatbelts help keep the cost of healthcare down. b. Seatbelt laws are an acceptable part of a free society. c. High fines encourage people to buckle up. d. Seatbelts can trap people in cars.	X		X		

Appendix O (continued) Exhibit 2.4.5b Congruency of Arizona College and Career Readiness Standards to ATI Benchmark Assessments for ELA Grades 3, 6, 8, and 10 Tucson Unified School District April 2014						
AZ Objectives “The student is expected to:”	Assessment Item from ATI Curriculum Document	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
AZ-L.8.4a Vocabulary Acquisition and Use: Use context (e.g., the overall meaning of a sentence or paragraph; a word’s position or function in a sentence) as a clue to the meaning of a word or phrase.	Grade 8 ELA PM1, Item 13 Read the sentence. The colony of ants seemed to expand each day. The word “colony” has several meanings. What is the meaning of the word “colony” in this sentence? a. A group of the same kind of animal, plant, or insect. b. A visible growth of tiny organisms. c. A region controlled by a distant country. d. A group of people organized in a remote area.	X		X		
AZ-RI.8.2 Key Ideas and Details: Determine a central idea of a text and analyze its development over the course of the text, including its relationship to supporting ideas; provide an objective summary of the text.	Grade 8 ELA PM1, Item 19 Students are to read the passage “Who Was Guy Fawkes?” From the passage “Who Was Guy Fawkes?” Read the topic sentence of each paragraph. Who devised the plan to blow up the House of Lords? a. Guy Fawkes b. Robert Catesby c. King James d. Members of Parliament		X		X	The ATI example asks students to identify one aspect of the story from reading topic sentences, but the Arizona standard asks students to analyze the development of the text.

Appendix O (continued) Exhibit 2.4.5b Congruency of Arizona College and Career Readiness Standards to ATI Benchmark Assessments for ELA Grades 3, 6, 8, and 10 Tucson Unified School District April 2014						
AZ Objectives “The student is expected to:”	Assessment Item from ATI Curriculum Document	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
AZ-RL.8.2 Key Ideas and Details: Determine a theme or central idea of a text and analyze its development over the course of the text, including its relationship to the characters, setting, and plot; provide an objective summary of the text.	Grade 8 ELA PM1, Item 34 Students are to read the passage “A Busy, Happy Summer” From the passage “A Busy, Happy Summer” Read the sentence. “We would come up over the top of a hill into the glory of a beautiful sunset with its gorgeous colors, then down into the little valley already purpling with mysterious twilight.” What do the descriptions suggest about nature? a. Its beauty can only be appreciated for a short while. b. It appears different to each viewer. c. It becomes more menacing as the sun sets. d. Its beauty can take different forms.	X			X	The ATI example does look at the setting, but the Arizona standard also asks the student to analyze the development of the text.
AZ-RL.8.4 (Use also L.8.4a & L.8.5a) Craft and Structure: Determine the meaning of words and phrases as they are used in a text, including figurative and connotative meanings; analyze the impact of specific word choices on meaning and tone, including analogies or allusions to other texts.	Grade 8 ELA PM1, Item 35 Students are to read the passage “A Busy, Happy Summer” From “A Busy, Happy Summer” Read the sentence. “Once we saw a bunch of antelope gallop over a hill, but we were out just to be out, and game didn’t tempt us.” The word “game” has several meanings. What is the meaning of the word “game” in this sentence? a. Total number of points required to win a given game. b. A competitive activity or sport. c. Wild animals, fish, or birds hunted for sport or food. d. An illegal business deal.	X			X	The ATI example asks students to determine the meaning of the word in context, but the Arizona standard also asks that students analyze the impact of specific words on the impact they have on the text.

Appendix O (continued) Exhibit 2.4.5b Congruency of Arizona College and Career Readiness Standards to ATI Benchmark Assessments for ELA Grades 3, 6, 8, and 10 Tucson Unified School District April 2014						
AZ Objectives “The student is expected to:”	Assessment Item from ATI Curriculum Document	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
AZ-L.10.5b Vocabulary Acquisition and Use: Analyze nuances in the meaning of words with similar denotations.	Grade 10 ATI PM1, Item 7 Read the sentences. Whenever Sally and Martha got on the telephone, they talked forever. Whenever Sally and Martha got on the telephone, they chattered forever. In many dictionaries, “chatter” is a synonym for “talk.” Why would an author choose to use “chatter” instead of “talk” in the sentence above? a. More people are familiar with the word “chatter” than with the word “talk.” b. The word “chatter” shows a level of noise and excitement not found in “talk.” c. The word “talk” refers to a specific type of conversation that isn’t what Sally and Martha have. d. The word “talk” implies that Sally and Martha discussed irrelevant issues like gossip.	X		X		
AZ-RI.10.4 Craft and Structure: Determine the meaning of words and phrases as they are used in a text, including figurative, connotative, and technical meanings; analyze the cumulative impact of specific word choices on meaning and tone (e.g., how the language of a court opinion differs from that of a newspaper).	Grade 10 ATI PM1, Item 13 From “The Roots of Organic Farming” “The soil could only support so many crops before its nutrients were exhausted. When this happened, there was little to do but let the field lie fallow and wait for the soil to build back up naturally.” What does the word “fallow” mean? a. Unplanted b. Faulty c. Flooded d. Overlooked	X			X	The ATI example asks students to identify the meaning of a word. The Arizona standard asks for students to determine the meaning and then analyze the impact on tone.

Appendix O (continued) Exhibit 2.4.5b Congruency of Arizona College and Career Readiness Standards to ATI Benchmark Assessments for ELA Grades 3, 6, 8, and 10 Tucson Unified School District April 2014						
AZ Objectives “The student is expected to:”	Assessment Item from ATI Curriculum Document	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
AZ-RI.10.8 Integration of Knowledge and Ideas: Delineate and evaluate the argument and specific claims in a text, assessing whether the reasoning is valid and the evidence is relevant and sufficient; identify false statements and fallacious reasoning.	Grade 10 ATI PM1, Item 14 From “The Roots of Organic Farming” Why does the author include information about <i>Silent Spring</i> ? a. To prove that some scientists were against the use of synthetic chemicals in agriculture. b. To suggest that many bird species are extinct because of the use of synthetic chemicals. c. To provide a balanced perspective on the scientists who conducted experiments with organic farming. d. To show why some people began to look for alternatives to produce grown with synthetic chemicals.	X			X	The ATI example asks for students to evaluate a claim, but does not ask students to identify false statement and fallacious reasoning as indicated in the standard.
AZ-RL.10.4 (Use also L.10.4a & L.10.5a) Craft and Structure: Determine the meaning of words and phrases as they are used in the text, including figurative and connotative meanings; analyze the cumulative impact of specific word choices on meaning and tone (e.g., how the language evokes a sense of time and place; how it sets a formal or informal tone).	Grade 10 ATI PM1, Item 45 From “The Lark” For what is the lark a symbol? a. Heaven b. Joy c. Music d. Sunshine	X			X	The ATI example asks students to identify the symbolic meaning of the lark in the text, but the Arizona standard also asks students to analyze the impact of specific words and phrases on tone.
AZ-RL.10.1 Key Ideas and Details: Cite strong and thorough textual evidence to support analysis of what the text says explicitly as well as inferences drawn from the text.	Grade 10 ATI PM1, Item 46 From “The Lark” Which word gives a clue to the historical period of the poem? a. Song b. Earth c. Yon d. Vain	X		X		
Total		19	1	8	12	

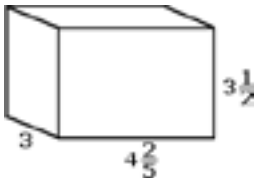
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Appendix P

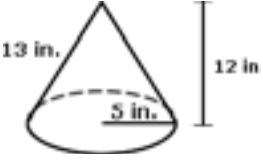

Exhibit 2.4.6a

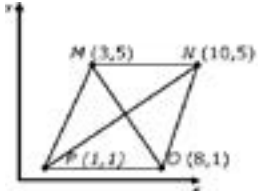

**Internal Consistency of District Assessment Items to
Selected PARCC Examples for Mathematics in Grades 3 to 10
Tucson Unified School District
April 2014**

Selected <i>ATI</i> Items	<i>PARCC</i> Sample Items	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency												
		Yes	No	Yes	No													
Grade 3 ATI PM1, Item 17 Paul put 28 rocks into boxes. Each box has 7 rocks. Which equation’s solution shows how many boxes Paul used? a. 4 x □ = 28 b. 7 x 28 = □ c. 28 ÷ □ = 7 d. 28 ÷ 4 = □	PARCC Sample Item, Grade 3 Mathematics For a school field trip, 72 students will be traveling in 9 vans. Each van will hold an equal number of students. The equation shows a way to determine the number of students that will be in each van. 72 ÷ 9 = ? The given equation can be rewritten using a different operation. Use the drop-down menus to select the operation and the numbers to complete the equation. <table><tr><td>9</td><td>+</td><td>9</td><td>= 72</td></tr><tr><td>72</td><td>-</td><td>72</td><td></td></tr><tr><td>?</td><td>X</td><td>?</td><td></td></tr></table>	9	+	9	= 72	72	-	72		?	X	?		X		X		
9	+	9	= 72															
72	-	72																
?	X	?																
Grade 4 ATI PM1, Item 40 Fred needs to raise \$58 for his club. He has collected \$32. Which equation can be used to show how much more Fred needs to collect? a. 32 + <i>d</i> = 58 b. 32 – <i>d</i> = 58 c. 32 + 58 = <i>d</i> d. 58 + <i>d</i> = 32	PARCC Sample Item, Grade 4 Mathemtaics Complete the subtraction problem by typing the answer in the box. 7263 <u>- 2792</u>	X		X														

Appendix P (continued) Exhibit 2.4.6a Internal Consistency of District Assessment Items to Selected PARCC Examples for Mathematics in Grades 3 to 10 Tucson Unified School District April 2014																					
Selected <i>ATI</i> Items	PARCC Sample Items	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency															
		Yes	No	Yes	No																
Grade 5 ATI Posttest, Item 52 One-fourth of Jeremy’s marbles are red. He has 8 red marbles. How many marbles does Jeremy have? a. 2 b. 8 c. 16 d. 32	PARCC Sample Item, Grade 5 Mathematics Mr. Edmunds shared 12 pencils among his four sons as follows: • Alan received 1/3 of the pencils. • Bill received 1/4 of the pencils. • Carl received more than 1 pencil. • David received more pencils than Carl. Part A On the number line, represent the fraction of the total number of pencils that was given to both Alan and Bill combined. [Number line from 0 to 1] Part B What fraction of the total number of pencils did Carl and David each receive? Justify your answer.		X		X	The ATI item asks the students to find the solution to the problem includes only one step. The PARCC example which resembles this problem asks the students to plot fractions on a number line and also to do multiple steps with the initial problem.															
Grade 6 ATI PM1, Item 20 What is the volume of the prism?  a. 36 1/5 b. 36 3/5 c. 42 2/5 d. 46 1/5	PARCC Sample Item, Grade 6 Mathematics Kelvin ran a 100-meter race at an average speed of v meters per second. He completed the race in 12.5 seconds. Part A Use the drop-down menus to complete an equation that can be used to find v . <table border="1" data-bbox="449 1526 742 1663"><tr><td>100</td><td>=</td><td>100</td><td>+</td><td>v</td></tr><tr><td>12.5</td><td></td><td>12.5</td><td>-</td><td></td></tr><tr><td></td><td></td><td></td><td>.</td><td></td></tr></table> Part B What was Kelvin’s average running speed, in meters per second square?	100	=	100	+	v	12.5		12.5	-					.			X		X	The ATI formula used is straight forward and the student simply remembers the formula for a rectangular prism to answer the ATI example question. The PARCC item asks the student to deconstruct the formula for velocity and then find the average speed after this.
100	=	100	+	v																	
12.5		12.5	-																		
			.																		

Appendix P (continued) Exhibit 2.4.6a Internal Consistency of District Assessment Items to Selected PARCC Examples for Mathematics in Grades 3 to 10 Tucson Unified School District April 2014						
Selected <i>ATI</i> Items	PARCC Sample Items	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
Grade 7 ATI PM1, Item 36 Which is true of the proportional relationship below?  a. Mike scores 3 goals during every soccer game. b. Mike scores 2 goal during every soccer game. c. Mike scores 3 goals every three soccer games. d. Mike scores 1 goal every three soccer games.	PARCC Sample Item, Grade 7 Mathematics Part A Each row of the table identifies a line containing a pair of points. Indicate whether each line represents a proportional relationship between x and y . You may choose the graphing tool by selecting the two points. Be sure to indicate whether each line represents a proportional relationship or not. Line 1 (1,3) and (2,3) Line 2 (1,2) and (2,4) Line 3 (3,1) and (6,2) Line 4 (0,2) and (5,4) Line 5 (4,4) and (5,5) Part B For the lines in Part A that do not represent a proportional relationship, explain why they do not. For each line in Part A that does not represent a proportional relationship, describe how you would change the coordinates of one of the two given points on the line to create a proportional relationship.		X		X	The ATI example asks students only to consider proportional relationships. The example from PARCC asks students to create the lines first and then consider proportionality before asking students to explain why certain lines are not proportional and what changes are needed to make the lines proportional.

Appendix P (continued) Exhibit 2.4.6a Internal Consistency of District Assessment Items to Selected PARCC Examples for Mathematics in Grades 3 to 10 Tucson Unified School District April 2014						
Selected <i>ATI</i> Items	<i>PARCC</i> Sample Items	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
Grade 8 ATI PM1, Item 37 Which of the following should be used to find the volume of the cone?  a. $\frac{4}{3} \cdot \pi \cdot 5^2 \cdot 13$ cubic in. b. $\frac{1}{3} \cdot \pi \cdot 5^2 \cdot 12$ cubic in. c. $\frac{4}{3} \cdot \pi \cdot 5^3$ cubic in. d. $\frac{1}{3} \cdot \pi \cdot 5^2 \cdot 13$ cubic in.	PARCC Sample Item, Grade 8 Mathematics A right circular cone is shown in the figure. Point <i>P</i> is the vertex of the cone and point <i>S</i> lies on the circumference of the base of the cone.  The cone has a height of 24 units and a diameter of 20 units. What is the distance from point <i>P</i> to point <i>S</i> ?		X		X	The formula for a cone's volume is necessary for both problems, but students have an example of what the formula may look like in the ATI example; whereas, the PARCC sample asks the students to use not only the formulae related to cones, but other mathematical formulae to determine their answer.

Appendix P (continued) Exhibit 2.4.6a Internal Consistency of District Assessment Items to Selected PARCC Examples for Mathematics in Grades 3 to 10 Tucson Unified School District April 2014						
Selected ATI Items	PARCC Sample Items	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
Grade 9 ATI PM1, Item 16 Sally's humanities test is next week. She knows it takes 15 to 20 minutes to read one page. She has 10 pages to read before the test. She estimates it will take her two hours and will plan to read the morning of the test. What is the result of her estimate? a. Sally's estimate is accurate and she will be finished with her reading in time. b. Sally's estimate is close enough and she will be finished with her reading in time. c. Sally's estimate is not accurate, but she will complete most of the assignment. d. Sally's estimate is low, and she will not finish her reading in time.	PARCC Sample Item, Grade 9 Algebra I Myla's swimming pool contains 16,000 gallons of water when it is full. On Thursday, her pool was only partially full. On Friday, Myla decided to fill her pool completely using a hose that flowed at a rate of 10 gallons per minute. It took her 5 hours to completely fill her pool Part A Before Myla started filling her pool, there were _____ gallons of water in the pool. The rate at which water is being added to the pool is _____ gallons per hour . Part B On the coordinate plane provided, graph a linear function that represents the number of gallons of water in Myla's pool given the amount of time in minutes, she spent filling her pool in Friday.		X		X	The ATI example asks for students to determine the basic rate of an item. The PARCC example takes this a step further and asks the students to determine the basic rate and then to graph their answer on a coordinate plane.
Grade 10 ATI PM1, Item 19 <i>MNOP</i> is a parallelogram. What are the coordinates of the point of the intersection of the diagonals?  a. (1.5, 2.5) b. (4, 2.5) c. (5.5, 2.5) d. (5.5, 3)	PARCC Sample Item, Grade 10 Geometry  Use the steps in the construction to prove that \overline{AD} bisects angle BAC .		X		X	This ATI example is the closest related problem to the sample PARCC item. The items do not match because the ATI item asks students to use their knowledge of coordinate planes while the PARCC item asks students to use geometric skills involved with bisecting angles.
Total		2	6	2	6	

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Appendix Q

Exhibit 2.4.6b

**Internal Consistency of District Assessment Items to
Selected PARCC Examples for ELA in Grades 3 to 10
Tucson Unified School District
April 2014**

Selected ATI Items	PARCC Sample Items	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
<p>Grade 3 ATI PM1, Item 3</p> <p>Students are to read “Elizabeth’s Old Shoes”</p> <p>Read the sentences.</p> <p>“She dragged her toes all the way home. Once inside the door, she tossed her book bag on the floor and flopped down on the couch.”</p> <p>What does this tell you about Teri?</p> <ol style="list-style-type: none"> She is upset. She is excited. She is glad to be home. She does not like the shoes she is wearing. 	<p>PARCC Sample Item, Grade 3 ELA</p> <p>Students are to read an excerpt from <i>Eliza’s Cherry Trees: Japan’s Gift to America</i></p> <p>Part A: The article includes these details about Eliza’s life:</p> <ul style="list-style-type: none"> She wrote newspaper articles to tell others about what she saw in Alaska to inform those who had not been there. (paragraph 1) She wrote the first guidebook about Alaska. (paragraph 1) <p>What do these details help show about Eliza?</p> <ol style="list-style-type: none"> They show that she shared the benefits of her experiences with others. They show she had many important jobs during her lifetime, but becoming a photographer was one of her proudest moments. They show that her earlier travels were more exciting than the work she did later in her life. They show that she had a careful plan for everything she did in her life. <p>Part B</p> <p>Ideas from paragraphs 1 and 11 were used to help you learn about Eliza. Click on <u>two</u> other paragraphs that include additional support for the answer in Part A.</p>	X			X	<p>The ATI example asks the student to make one level of interpretation regarding the text; whereas, the PARCC example asks the students to do the same activity as the ATI example, but then asks for supporting evidence to support the student’s choice.</p>

Appendix Q (continued) Exhibit 2.4.6b Internal Consistency of District Assessment Items to Selected PARCC Examples for ELA in Grades 3 to 10 Tucson Unified School District April 2014						
Selected <i>ATI</i> Items	PARCC Sample Items	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
Grade 4 ATI PM1, Item 15 Read the paragraph. Roller coasters have rules that must be followed. Usually, there is a minimum height rule. This rule might say that a person must be at least 48 inches tall to ride the roller coaster. People who are less than 48 inches tall cannot ride the roller coaster. What does the word “minimum” mean? a. Free from danger b. Taller than normal c. Not necessary or important d. Smallest amount possible	PARCC Sample Item, Grade 4 ELA Students are to read “Cricket and Cougar” Part A: What is the meaning of the word avenge as it is used in the story? a. Believe b. Get even c. Make friends with d. Scare Part B: Which detail from the story best supports the answer to Part A? a. “In this forest, I am chief of the animals!” b. “I don’t believe you, little insect, snarled Cougar.” c. “Ahrr! Ahrr!” cried the cougar in pain. “Get out of my ear!” d. “Cricket, come out! Let me meet your mighty cousin!”	X			X	The ATI example asks for word meaning; whereas, the PARCC example asks for word meaning and then asks students to choose supporting evidence for their choice.
Grade 5 ATI Posttest, Item 11 Students are to read “The Panther and the Shepherds” In the first paragraph, what does “pelted” mean? a. The skin of a furry animal b. Threw things at c. Gave d. Rushed or hurried	PARCC Sample Item, Grade 5 ELA Students are to read “Life in the Limbs” Part A: What is the meaning of the word dictate as it is used in paragraph 23? a. Hint b. Fix c. Understand d. Decide Part B: Which phrase helps the reader understand the meaning of dictate ? a. “recreate the tree house” b. “determine the shape” c. “is less expensive to build” d. “has all the time in the world”	X			X	The ATI example asks for word meaning; whereas, the PARCC example asks for word meaning and then asks students to choose supporting evidence for their choice.

Appendix Q (continued) Exhibit 2.4.6b Internal Consistency of District Assessment Items to Selected PARCC Examples for ELA in Grades 3 to 10 Tucson Unified School District April 2014						
Selected <i>ATI</i> Items	PARCC Sample Items	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
Grade 6 ATI PM1, Item 14 Students are to read “Pet Tarantulas” Which is the main idea of this text? a. Why owning a tarantula is rewarding. b. How to care for a tarantula. c. How a molting tarantula behaves. d. How to choose the right tarantula.	PARCC Sample Item, Grade 6 ELA Students are to read <i>Julie of the Wolves</i> Part A: What statement best describes the central idea of the text? a. Miyax is far from home and in need of help. b. Miyax misses her father and has forgotten the lessons he taught her. c. Miyax is cold and lacks appropriate clothing. d. Miyax is surrounded by a pack of unfriendly wolves. Part B: Which sentence helps develop the central idea? a. “Miyax pushed back the hood of her sealskin parka and looked at the Arctic sun.” b. “Somewhere in this cosmos was Miyax; and the very life in her body, its spark and warmth, depended upon these wolves for survival.” c. “The next night the wolf called him from far away and her father went to him and found a freshly killed caribou.” d. “He had ignored her since she first came upon them, two sleeps ago.”	X			X	The ATI example asks students to identify the main idea while the PARCC example asks students to identify the main idea and then choose evidence that supports the main idea.

Appendix Q (continued) Exhibit 2.4.6b Internal Consistency of District Assessment Items to Selected PARCC Examples for ELA in Grades 3 to 10 Tucson Unified School District April 2014						
Selected <i>ATI</i> Items	PARCC Sample Items	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
Grade 7 ATI PM1, Item 12 Students are to read “Choose the Best Pet for You” What is the purpose of the second paragraph? a. To convince readers to buy a pet. b. To identify pets that are not difficult to exercise. c. To explain what kinds of cages different pets need. d. To identify how many hours pets need to exercise.	PARCC Sample Item, Grade 7 ELA Students are to read “The Biography of Amelia Earhart” Part A: In paragraph 6, Earhart is quoted as saying “ After scaring most of the cows in the neighborhood...I pulled up in a farmer’s back yard. ” How does the quotation contribute to the meaning of the paragraph? a. It demonstrates Earhart’s sense of humor when describing a potentially frightening situation. b. It shows that Earhart loved taking risks but regretted when her actions put others in danger. c. It suggests that Earhart was humble about her accomplishments and able to admit serious mistakes. d. It illustrates Earhart’s awareness of her responsibility as a role model for other women. Part B: In which other paragraph in the article does a quotation from Earhart contribute to the reader’s understanding of her character in a similar way as does the quotation in Part A? a. Paragraph 7 b. Paragraph 8 c. Paragraph 9 d. Paragraph 11	X			X	The ATI example asks the students to identify the purpose of a paragraph; whereas, the PARCC example asks the students to identify the meaning of a paragraph and then asks the students to provide supporting evidence.

Appendix Q (continued) Exhibit 2.4.6b Internal Consistency of District Assessment Items to Selected PARCC Examples for ELA in Grades 3 to 10 Tucson Unified School District April 2014						
Selected <i>ATI</i> Items	PARCC Sample Items	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
Grade 8 ELA PM1, Item 13 Read the sentence. The colony of ants seemed to expand each day. The word “colony” has several meanings. What is the meaning of the word “colony” in this sentence? a. A group of the same kind of animal, plant, or insect. b. A visible growth of tiny organisms. c. A region controlled by a distant country. d. A group of people organized in a	PARCC Sample Item, Grade 8 ELA Students are to read <i>Brian’s Winter</i> Part A: What is the meaning of the word adversary as it is used in paragraph 21? a. Problem’s solution b. Indication of trouble c. Opposing force d. Source of irritation Part B: Which phrase from paragraph 21 best helps clarify the meaning of adversary ? a. “own worst enemy” b. “the primary rule” c. “missed the warnings” d. “most dangerous things”	X			X	The ATI example asks students for words in context; whereas, the PARCC example asks for words in context and then for additional clarification information.

Appendix Q (continued) Exhibit 2.4.6b Internal Consistency of District Assessment Items to Selected PARCC Examples for ELA in Grades 3 to 10 Tucson Unified School District April 2014						
Selected <i>ATI</i> Items	<i>PARCC</i> Sample Items	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
Grade 9 ATI PM1, Item 2 Students are to read “Up From Slavery” Which evidence supports the claim that slavery robbed the author of a carefree childhood? a. “The earliest impressions I can now recall are of the plantation and the slave quarters – the latter being the part of the plantation where the slaves had their cabins.” b. “In this cabin I lived with my mother and brother and sister till after the Civil War, when we were all declared free” c. “The early years of my life, which were spent in the little cabin, were not very different from those of thousands of other slaves.” d. “Until that question was asked it had never occurred to me that there was no period of my life that was devoted to play.”	PARCC Sample Item, Grade 9 ELA Students are to read “Fields of Fingerprints: DNA Testing for Crops” Part A: According to the information in paragraph 1, how is solving crop crimes similar to solving high-profile murder cases? a. Solving crop crimes uses the science of human fingerprint analysis to examine evidence. b. Solving crop crimes uses genetic material inside the cells of living things to examine evidence. c. Solving crop crimes uses specialized computers at crime scenes to examine evidence. d. Solving crop crimes uses information about the general appearance of living things to examine evidence. Part B: Which detail from the article best supports the answer to Part A? a. “Several organizations have started offering DNA testing to the North American plant breeding and seed industry.” b. “...the test will be used by plant breeders and research scientists to identify important genes.” c. “...DNA fingerprinting will make it possible for police investigators or researchers to pinpoint specific plant traits and accurately identify seed varieties.” d. “Easy to use DNA test kits for certain crops should be on the market within the next few years.”		X		X	The ATI example asks students to select supporting evidence of a claim; whereas, the PARCC example asks the students to compare and contrast two viewpoints.

Appendix Q (continued) Exhibit 2.4.6b Internal Consistency of District Assessment Items to Selected PARCC Examples for ELA in Grades 3 to 10 Tucson Unified School District April 2014						
Selected <i>ATI</i> Items	<i>PARCC</i> Sample Items	Content Congruence of Assessment		Cognitive Congruence of Assessment		Comments on Assessment Congruency
		Yes	No	Yes	No	
Grade 10 ATI PM1, Item 16 Students are to read “The Roots of Organic Farming” Which statement is supported by the text? a. Organic dairy products contain more nutrients than non-organic dairy products. b. Masanobu Fukuoka’s findings inspired organic farm certification programs in Japan. c. Agricultural chemicals may contaminate produce. d. Fertilizers prevent soil from retaining nutrients.	PARCC Sample Item, Grade 10 ELA Students are to read “Daedalus and Icarus” and “To a Friend Whose Work Has Come to Triumph” Write an essay that analyzes how Icarus’s experience of flying is portrayed differently in the two texts. Develop your essay by providing textual evidence from both texts. Be sure to follow the conventions of standard English.		X		X	The ATI example asks students for supporting information; whereas, the PARCC example asks students to write an essay.
Total		6	2	0	8	