

APPENDIX V – 172

## 2016-17 ILA - Year at a Glance

<b>Thursdays</b> <b>Duffy Student Service Center</b> <b>Site and Central Administration</b>		
<b>ILA Business</b> Elem & K8 8:00 -11:30 MS & HS 12:30 – 4:00	<b>ILA PD</b> Grp. A: 8:00 – 11:30 Grp. B: 12:30 – 4:00	ILA Cadres
August 18, 2016 Topics	August 25, 2016 Topics	
<ul style="list-style-type: none"> <li>● <b>HR - Anna</b></li> <li>● <b>Finance - Karla</b></li> <li>● <b>TS - Scott</b></li> <li>● <b>Operations -Stuart</b></li> <li>● <b>El/Sec updates – Mark/Ab</b></li> </ul>	<ul style="list-style-type: none"> <li>● PLC – Janine/Dawn/???</li> <li>● Curriculum/CFA – Clarice/Halley/Michael/Maria</li> <li>● Instructional Supervision – Kathy/Chuck/Richard</li> </ul>	
September 1, 2016 Topics	<a href="#">September 29, 2016</a> Topics	September 22, 2016
<ul style="list-style-type: none"> <li>● <b>HR - Anna</b></li> <li>● <b>Finance - Karla</b></li> <li>● <b>TS - Scott</b></li> <li>● <b>Operations -Stuart</b></li> <li>● <b>El/Sec updates – Mark/Abel</b></li> </ul>	<ul style="list-style-type: none"> <li>● PLC – Janine/Dawn/???</li> <li>● Curriculum/CFA – Clarice/Halley/Michael/Maria</li> <li>● PBIS – District PBIS Team/Matt/Holly</li> <li>● Code of Conduct (ERW)</li> </ul>	
October 20, 2016 Topics		October 27, 2016
<ul style="list-style-type: none"> <li>● <b>HR - Anna</b></li> <li>● <b>Finance - Karla</b></li> <li>● <b>TS - Scott</b></li> <li>● <b>Operations –Stuart</b></li> <li>● <b>Legal - Todd</b></li> <li>● <b>El/Sec updates – Mark/Abel</b></li> </ul>		
November 3, 2016 Topics	<a href="#">November 17, 2016</a> Topics	
<ul style="list-style-type: none"> <li>● <b>HR - Anna</b></li> <li>● <b>Finance - Karla</b></li> <li>● <b>TS - Scott</b></li> <li>● <b>Operations –Stuart</b></li> <li>● <b>Legal - Todd</b></li> <li>● <b>El/Sec updates – Mark/Abel</b></li> <li>● <b>Code of Conduct (ERW)</b></li> </ul>	<ul style="list-style-type: none"> <li>● PLC – Janine/Dawn/???</li> <li>● Curriculum/CFA – Clarice/Halley/Michael/Maria</li> <li>● Instructional Supervision – Kathy/Chuck/Richard</li> <li>● Code of Conduct (ERW)</li> </ul>	
December 1, 2016 Topics	<a href="#">December 15, 2016</a> Topics	December 8, 2016
<ul style="list-style-type: none"> <li>● <b>HR - Anna</b></li> <li>● <b>Finance - Karla</b></li> <li>● <b>TS - Scott</b></li> <li>● <b>Operations –Stuart</b></li> <li>● <b>Legal - Todd</b></li> <li>● <b>El/Sec updates – Mark/Abel</b></li> </ul>	<ul style="list-style-type: none"> <li>● PLC – Janine/Dawn/???</li> <li>● Curriculum/CFA – Clarice/Halley/Michael/Maria</li> <li>● PBIS – District PBIS Team/Matt/Holly</li> </ul>	
January 12, 2017 Topics	<a href="#">January 26, 2017</a> Topics	January 19, 2017
<ul style="list-style-type: none"> <li>● <b>El/Sec updates – Mark/Abel</b></li> </ul>	<ul style="list-style-type: none"> <li>● PLC – Janine/Dawn/???</li> </ul>	

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<ul style="list-style-type: none"> <li>• <b>HR / Finance – Budget, Staffing</b></li> </ul>	<ul style="list-style-type: none"> <li>• Curriculum/CFA – Clarice/Halley/Michael/Maria</li> <li>• Instructional Supervision – Kathy/Chuck/Richard</li> </ul>	
<p><u>February 2, 2017</u> Topics</p>		February 16, 2017
<ul style="list-style-type: none"> <li>• <b>EI/Sec updates – Mark/Abel</b></li> <li>• <b>HR / Finance – Budget / Staffing</b></li> </ul>		
<p><u>March 2, 2017</u> Topics</p>	<p><u>March 9, 2017</u> Topics</p>	March 30, 2017
<ul style="list-style-type: none"> <li>• <b>EI/Sec updates – Mark/Abel</b></li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• PLC – Janine/Dawn/???</li> <li>• Curriculum/CFA – Clarice/Halley/Michael/Maria</li> <li>• PBIS – District PBIS Team/Matt/Holly</li> </ul>	
<p><u>April 6, 2017</u> Topics</p>	<p><u>April 27, 2017</u> Topics</p>	
<ul style="list-style-type: none"> <li>• <b>EI/Sec updates – Mark/Abel</b></li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• PLC – Janine/Dawn/???</li> <li>• Curriculum/CFA – Clarice/Halley/Michael/Maria</li> <li>• Instructional Supervision – Kathy/Chuck/Richard</li> <li>• Code of Conduct (ERW)</li> </ul>	
<p><u>May 4, 2017</u> Topics</p>	<p><u>May 18, 2017</u> Topics</p>	May 11, 2017
<ul style="list-style-type: none"> <li>• <b>EI/Sec updates – Mark/Abel</b></li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• PLC – Janine/Dawn/???</li> <li>• Curriculum/CFA – Clarice/Halley/Michael/Maria</li> <li>• PBIS – District PBIS Team/Matt/Holly</li> </ul>	

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### ILA – Professional Development Breakdown

<u>September 29, 2016 Agenda</u>	
<p><b><u>PLC:</u></b></p> <ul style="list-style-type: none"> <li>PWBAT Analyze the reflective rubric data and create an action plan of support for site PLC teams</li> </ul> <p><b><u>Curriculum/CFA:</u></b></p> <ul style="list-style-type: none"> <li>PWBAT unwrap the standards (curriculum 3.0) into 2-part objectives by using the supplemental materials of ELA 3.0 to prepare for CFAs</li> </ul> <p><b><u>PBIS:</u></b></p> <ul style="list-style-type: none"> <li>PWBAT unpack SAS data, identify priority area of focus and explain “Where to start” to site PBIS/Leadership Team</li> </ul>	<p><b><u>Dalila’s Responsibilities:</u></b></p> <p>09.21.16 Send HW reminder:</p> <ul style="list-style-type: none"> <li>Self-assessment by site PLC Teams on the PLC Rubric 2.0 (each team should complete the rubric)</li> <li>Reminder teachers to complete the Self Assessment Survey (SAS) via PBIS apps. The goal is 80% response rate for each site.</li> </ul> <p>09.28.16 Send ILA Reminder:</p> <p>Bring your copy of:</p> <ul style="list-style-type: none"> <li>TUSD PLC Guide</li> <li>Site Team Self-assessments on PLC Rubric 2.0</li> <li>TUSD CFA Guide</li> <li>laptops, and</li> <li>logins for PBIS Apps</li> </ul>
<p>Connections to Tier I Process Map:</p> <ul style="list-style-type: none"> <li>EEl task analysis &amp; using TUSD Curriculum guides/maps (Unwrapping 3.0 standards)</li> <li>Data Analysis (PLC Rubric, SAS survey)</li> <li>Using multiple data points (PLC Rubric, SAS survey)</li> <li>Using TUSD Curriculum maps/guides (Unwrapping the standards)</li> </ul>	
<u>November 17, 2016</u>	
<p><b><u>PLC:</u></b></p> <ul style="list-style-type: none"> <li>PWBAT use the reflective feedback protocol to plan PLC coaching conversations</li> </ul> <p><b><u>Curriculum/CFA:</u></b></p> <ul style="list-style-type: none"> <li>PWBAT continue to unwrap the standards (curriculum 3.0) and align the 2-part objectives to CFAs</li> </ul> <p><b><u>Instructional Supervision:</u></b></p> <ul style="list-style-type: none"> <li>PWBAT develop a system to ensure walk-throughs and feedback conversations are a priority and reflect the minimum 2hours a day in the classroom expectation.</li> <li>PWBAT participate in a calibration activity to continue to norm the use of the TUSD Modified 2013 Danielson Framework and build consistency across the district</li> </ul>	<p><b><u>Dalila’s Responsibilities:</u></b></p> <p>11.09.16 Send out HW reminder:</p> <ul style="list-style-type: none"> <li>Calendared walk-throughs and observations</li> <li>Updating your walk-through/observation log</li> </ul> <p>11.16.16 Send out ILA Reminder:</p> <ul style="list-style-type: none"> <li>Bring with you</li> <li>TUSD PLC Guide</li> <li>TUSD CFA Guide</li> <li>Individual walk-through/observation log</li> </ul>
<p>Connections to Tier I Process Map:</p> <ul style="list-style-type: none"> <li>EEl task-analysis &amp; using curriculum guides/maps (unwrapping the standards)</li> <li>Non-negotiable (using curriculum 3.0)</li> <li>Coaching conversations (instructional supervision)</li> <li>EEl (2-part objective – learning and behavior)</li> </ul>	

## 2016-17 ILA - Year at a Glance

<u>December 15, 2016</u>	
<p><b>PLC:</b></p> <ul style="list-style-type: none"> <li>PWBAT use math curriculum 3.0 with fidelity as the source for PLCs</li> </ul> <p><b>Curriculum/CFA:</b></p> <ul style="list-style-type: none"> <li>PWBAT use benchmark data as foundation to palm forward into spring semester with CFAs</li> </ul> <p><b>PBIS:</b></p> <ul style="list-style-type: none"> <li>PWBAT explain process for creating necessary artifacts with PBIS site team and to explain the timeline for the rest of the year through August 2017</li> </ul>	<p><b>Dalila's Responsibilities:</b></p> <p>12.07.16 Send HW reminder: 12.14.16 Send ILA Reminder:</p> <p>Bring your copy of:</p> <ul style="list-style-type: none"> <li>TUSD PLC Guide</li> <li>TUSD CFA Guide</li> <li>laptops, and</li> <li></li> </ul>
<p>Connections to Tier I Process Map:</p> <ul style="list-style-type: none"> <li>Non-negotiable (using curriculum 3.0 &amp; using multiple data points)</li> <li>Data-analysis (data-driven instruction)</li> <li>PBIS Timeline (data-driven instruction)</li> </ul>	
<u>January 26, 2017</u>	
<p><b>PLC:</b></p> <ul style="list-style-type: none"> <li>PWBAT use data in instructional planning and decision making</li> </ul> <p><b>Curriculum/CFA:</b></p> <ul style="list-style-type: none"> <li>PWBAT evaluate good/poor CFAs (e.g. question type/DOK/measuring the objective accurately) to refine CFA development during spring semester.</li> </ul> <p><b>Instructional Supervision:</b></p> <ul style="list-style-type: none"> <li>PWBAT finalize formal observations by previewing teacher artifacts in preparation for conversations</li> </ul>	<p><b>Dalila's Responsibilities:</b></p> <p>01.18.17 Send out HW reminder:</p> <ul style="list-style-type: none"> <li>Calendared walk-throughs and observations</li> <li>Updating your walk-through/observation log</li> </ul> <p>01.25.17 Send out ILA Reminder:</p> <ul style="list-style-type: none"> <li>Bring with you</li> <li>TUSD PLC Guide</li> <li>TUSD CFA Guide</li> <li>Individual walk-through/observation log</li> <li>My Learning Plan log on</li> </ul>
<p>Connections to Tier I Process Map:</p> <ul style="list-style-type: none"> <li>Non-negotiable (using curriculum 3.0 &amp; using multiple data points)</li> <li>Data-analysis (data-driven instruction, CFAs)</li> <li>Instructional Supervision (data-driven instruction)</li> </ul>	
<u>March 9, 2017</u>	
<p><b>PLC:</b></p> <ul style="list-style-type: none"> <li>PWBAT use math curriculum 3.0 in the development and calibration of CFAs (reference 12.15.16 &amp; 01.26.17).</li> </ul> <p><b>Curriculum/CFA:</b></p> <ul style="list-style-type: none"> <li>PWBAT use benchmark and CFA data to prepare for AzMerit by identifying areas to be emphasized prior to test date.</li> </ul> <p><b>PBIS:</b></p> <ul style="list-style-type: none"> <li>PWBAT to lead PBIS site team in developing precision statements/lesson plans based on behavior data</li> </ul>	<p><b>Dalila's Responsibilities:</b></p> <p>03.01.17 Send HW reminder:</p> <ul style="list-style-type: none"> <li>6-Step feedback template and how it is working during coaching sessions</li> <li></li> </ul> <p>03.08.17 Send ILA Reminder:</p> <p>Bring your copy of:</p> <ul style="list-style-type: none"> <li>TUSD PLC Guide</li> <li>School City log on</li> <li>TUSD CFA Guide</li> <li>laptops, and</li> <li></li> </ul>

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<ul style="list-style-type: none"> <li>PWBAT to explain how Tier I PBIS connects to Tier II/Tier III and MTSS.</li> </ul>	
Connections to Tier I Process Map:	
<u>April 27, 2017</u>	
<p><b>PLC:</b></p> <ul style="list-style-type: none"> <li>PWBAT to develop and role play strategies to maintain and reinforce trust in collegial relationship to strengthen the work.</li> </ul> <p><b>Curriculum/CFA:</b></p> <ul style="list-style-type: none"> <li>PWBAT conduct a trend analysis of walk through visits (standards/objectives/CFAs evidences) to determine the next steps of support for each site.</li> </ul> <p><b>Instructional Supervision:</b></p> <ul style="list-style-type: none"> <li>PWBAT review and share best practices that impact teaching practices and student learning to strengthen Tier I instruction.</li> </ul>	<p><b>Dalila's Responsibilities:</b></p> <p>04.19.17 Send out HW reminder:</p> <ul style="list-style-type: none"> <li></li> </ul> <p>04.26.17 Send out ILA Reminder:</p> <ul style="list-style-type: none"> <li>Bring with you</li> <li>TUSD PLC Guide</li> <li>TUSD CFA Guide</li> <li>Samples of completed walk-through forms</li> </ul>
Connections to Tier I Process Map:	
<u>May 18, 2017</u>	
<p><b>PLC:</b></p> <ul style="list-style-type: none"> <li>PWBAT analyze post-assessment rubric of school and school teams to determine next steps for SY 2017-18.</li> </ul> <p><b>Curriculum/CFA:</b></p> <ul style="list-style-type: none"> <li>PWBAT reflect on the current year and begin to plan for summer/fall by developing an action plan for curriculum 4.0 and CFAs.</li> </ul> <p><b>PBIS:</b></p> <ul style="list-style-type: none"> <li>PWBAT reflect on the current year, plan for summer PD and finalize a PBIS roll out plan for SY 2017-18</li> </ul>	<p><b>Dalila's Responsibilities:</b></p> <p>05.10.17 Send HW reminder:</p> <ul style="list-style-type: none"> <li>Post Self-assessment of site and site PLC Teams on the PLC Rubric</li> <li>PBIS Action Plan and Timeline for SY 2017-18</li> </ul> <p>05.11.17 Send ILA Reminder: Bring your copy of:</p> <ul style="list-style-type: none"> <li>TUSD PLC Guide</li> <li>Site and Team Self-assessments on PLC Rubric</li> <li>TUSD CFA Guide</li> <li>PBIS Action Plans</li> </ul>
Connections to Tier I Process Map:	
June 5, 6, & 7, 2017	
Fred Jones 3-day "Tools for Teaching" (Classroom Management and working with Difficult Students)	<b>Dalila's Responsibilities:</b>
Connections to Tier I Process Map:	
June 8 & 9, 2017	
<p>PLC:</p> <p>Curriculum/CFA:</p> <p>PBIS:</p> <p>Instructional Supervision:</p>	

## 2016-17 ILA - Year at a Glance

Business - ILAs

<u>February 2, 2017</u>	
<p><b>90 - minutes:</b></p> <ul style="list-style-type: none"> <li>Abel and Mark control this time slot and content</li> </ul> <p><b>PD Topic:</b></p> <ul style="list-style-type: none"> <li>Discipline (CoC) for 01/25 ERW</li> </ul> <p><b>Operations Q &amp; A:</b></p> <ul style="list-style-type: none"> <li>Budget</li> <li></li> </ul>	<p><b>Task &amp; Responsibilities:</b></p> <p>01.30.17</p> <ul style="list-style-type: none"> <li>Operations &amp; T &amp; L submit presentations to Dr. Kopec by 8:00 AM (SLT Level)</li> <li>T &amp; L will vet presentations (Kopec &amp; Team)</li> <li>Submitters will be notified of first level approval status (Richard)</li> <li>Approved presentations uploaded to SP (Chiefs/Richard)</li> </ul> <p>01.31.17</p> <ul style="list-style-type: none"> <li>ILA Agenda reviewed and approved by SLT (Kopec)</li> <li>SP adjusted based on approval of SLT (Richard)</li> </ul> <p>02.01.17</p> <ul style="list-style-type: none"> <li>Reminder sent out to participants to read operation materials (Dalila)</li> </ul>
<u>March 2, 2017</u>	
<p><b>90 - minutes:</b></p> <ul style="list-style-type: none"> <li>Abel and Mark control this time slot and content</li> </ul> <p><b>PD Topic:</b></p> <ul style="list-style-type: none"> <li></li> </ul> <p><b>Operations Q &amp; A:</b></p> <ul style="list-style-type: none"> <li>Budget, Staffing</li> </ul>	<p><b>Task &amp; Responsibilities:</b></p> <p>02.27.17</p> <ul style="list-style-type: none"> <li>Operations &amp; T &amp; L submit presentations to Dr. Kopec by 8:00 AM (SLT Level)</li> <li>T &amp; L will vet presentations (Kopec &amp; Team)</li> <li>Submitters will be notified of first level approval status (Richard)</li> <li>Approved presentations uploaded to SP (Chiefs/Richard)</li> </ul> <p>02.28.17</p> <ul style="list-style-type: none"> <li>ILA Agenda reviewed and approved by SLT (Kopec)</li> <li>SP adjusted based on approval of SLT (Richard)</li> </ul> <p>03.01.17</p> <ul style="list-style-type: none"> <li>Reminder sent out to participants to read operation materials (Dalila)</li> </ul>
<u>April 6, 2017</u>	
<p><b>90 - minutes:</b></p> <ul style="list-style-type: none"> <li>Abel and Mark control this time slot and content</li> </ul> <p><b>PD Topic:</b></p> <ul style="list-style-type: none"> <li></li> </ul> <p><b>Operations Q &amp; A:</b></p> <ul style="list-style-type: none"> <li></li> </ul>	<p><b>Task &amp; Responsibilities:</b></p> <p>04.03.17</p> <ul style="list-style-type: none"> <li>Operations &amp; T &amp; L submit presentations to Dr. Kopec by 8:00 AM (SLT Level)</li> <li>T &amp; L will vet presentations (Kopec &amp; Team)</li> <li>Submitters will be notified of first level approval status (Richard)</li> </ul>

## 2016-17 ILA - Year at a Glance

	<ul style="list-style-type: none"> <li>Approved presentations uploaded to SP (Chiefs/Richard)</li> </ul> <p>04.04.17</p> <ul style="list-style-type: none"> <li>ILA Agenda reviewed and approved by SLT (Kopec)</li> <li>SP adjusted based on approval of SLT (Richard)</li> </ul> <p>04.05.17</p> <ul style="list-style-type: none"> <li>Reminder sent out to participants to read operation materials (Dalila)</li> </ul>
<u>May 4, 2017</u>	
<p><b>90 - minutes:</b></p> <ul style="list-style-type: none"> <li>Abel and Mark control this time slot and content</li> </ul> <p><b>PD Topic:</b></p> <ul style="list-style-type: none"> <li>Budget, Staffing,</li> </ul> <p><b>Operations Q &amp; A:</b></p> <ul style="list-style-type: none"> <li></li> </ul>	<p><u>Task &amp; Responsibilities:</u></p> <p>05.01.17</p> <ul style="list-style-type: none"> <li>Operations &amp; T &amp; L submit presentations to Dr. Kopec by 8:00 AM (SLT Level)</li> <li>T &amp; L will vet presentations (Kopec &amp; Team)</li> <li>Submitters will be notified of first level approval status (Richard)</li> <li>Approved presentations uploaded to SP (Chiefs/Richard)</li> </ul> <p>05.02.17</p> <ul style="list-style-type: none"> <li>ILA Agenda reviewed and approved by SLT (Kopec)</li> <li>SP adjusted based on approval of SLT (Richard)</li> </ul> <p>05.03.17</p> <ul style="list-style-type: none"> <li>Reminder sent out to participants to read operation materials (Dalila)</li> </ul>