

Standards Assessment Report

Focus Questions & Answers

Workshop January 21 & 22

Participants: Teachers, Parents, Students and School Board members

7 Standards are:

Standard 1: Vision & Purpose

Standard 2: Governance & Leadership

Standard 3: Teaching & Learning

Standard 4: Documenting & Using Results

Standard 5: Resource & Support Systems

Standard 6: Stakeholder Communications & Relationships

Standard 7: Commitment to Continuous Improvement

Standard 1 - Vision & Purpose

The school establishes and communicates a shared purpose and direction for improving the performance of students and the effectiveness of the school.

Focus Question 1

What is the process for establishing and building understanding of and commitment to the vision statement among stakeholders?

Answers:

- *Communication between: teachers, PTA, board members, parents, director, students
- *Non-hierarchy created
- *Interaction between principal and teachers key
- *Many different cultures attending school
- *Attention paid to different ways of thinking and cultures
- *Statement revised when needed
- *Statement posted in classrooms and discussed with students
- *Committee formed to review and revise Vision
- *Posted in each room
- *Copy send home asking for input
- *Gathering information through surveys and evaluation forms
- *Stress multi-cultural heritage through different celebrations of the cultures present in school:
 - Diwali
 - Ramadan
 - Hanukah
 - International Day
- Important World events and their impact
 - Haiti
 - President Obama
- *Teach and model how to deal with problems
 - Think them through
 - Choose decisions that will have a positive impact

Focus Question 2

What is the school's process for developing a profile and systematically maintaining and using information that describes the school, its students, and their performance?

Answers:

- *Profile sheets are send home at the beginning of each school year and the results are compiled to better communicate with home and the struggles that each student comes to school with.
- *Individual student records are kept
- *Constantly updating School brochure & website
- *Student Report cards & progress reports send every 45 days
- *Teacher - Parent conferences as needed
- *Regular Testing both formal and informal
- *Extra Help for students in need
- *Consistent evaluation of teachers and administration

Focus Question 3

How does leadership ensure that the school's vision, purpose, and Goals, guide the teaching and learning process?

Answers:

- *Regular meetings with: teachers, parents, PTA board, school board, students
- *Regular evaluation of (formal and informal):
 - *Teachers, students, administration
- *Strategic plan - 5 year plan
- *Curriculum checks
- *Lesson plan checks
- *Leadership provides guidance and support for teachers, students and parents
- *Leadership provides opportunities for growth through workshops, meetings, computer skills etc.
- *Observe teaching practices to assure alignment and provide feedback
- *Professional development days

Focus Question 4

What process is used to ensure that the vision and purpose of the school remain current and aligned with the school's expectations for student learning and school effectiveness?

Answers:

- *Strategic 5 year plan is reviewed on a regular basis
- *Teacher education and regular meetings ensure that vision is current
- *One on one talks between principal and teachers
- *Written request for input
- *Meeting (student, parent, board, teacher, community) to re-establish mission & goals
- *Review and revise when needed
- *Professional development. Upgrade courses
- *Meeting with all stakeholders

Standard 2 – Governance & Leadership

The school provides governance and leadership that promote student performance and school effectiveness.

Focus Question 1

What is the process for establishing, communicating, and implementing policies and procedures for the effective operation of the school?

Answers:

- *Student/Parent handbook
- *Teacher handbook
- *Board handbook
- *Faculty meetings
- *PTA meetings

- *Board meetings
- *Written communication, notices, letters
- *Teachers have access to administration and school board
- *Phone in class
- *E-mail communications

Focus Question 2

What process does the school's leadership use to evaluate school effectiveness and student performance?

Answers:

- *Evaluation of teacher - report card forms / conferences with administration
- *Evaluation of students - standardized testing / teacher data collection / report cards
- *Report card comment sheets
- *Surveys of parents, teachers, students, board members
- *Size of school and class conducive to constant monitoring and fixing or tweaking of problems that might surface with either students or programs

Focus Question 3

What ways are stakeholders, including staff, given opportunities to provide leadership and to contribute to the decision-making process?

Answers:

- *Very open nature allows students, teachers and parents to have access to leadership and opportunity to voice their opinions
- *Faculty meetings provide open venue for faculty to discuss ideas, opinions & suggestion.
- *Teachers encouraged to implement new projects/ events/ programs
- *Students are encouraged to work in groups and take leadership positions when possible
- *Speak up and you will be listened to and action will be taken when warranted
- *Open door policy to administration
- *Creativity in classroom allowed
- *Teachers are given opportunities to create schedule

Focus Question 4

What policies and processes are in place to ensure equity of learning opportunities and support for innovation?

Answers:

Equity of learning

- *Multilevel grades
- *Programs offered during and after school to at risk students
- *ESL pull out program until 2 years ago
- *Child met at level capable of learning
- *Use of manipulatives to visualize instruction

Support for innovation:

- *Permanent technological innovation, provided upgrade for teachers, voluntary attendance.
- *Obligatory professional development on Fridays

- *Computer classes for teachers
- *IT program for students
- *Only school in Curacao with complete virtual high school - school vision & trend in education
- *When ideas are brought up, support is offered
- *Newsletter being created by grade 8 - support of innovation
- *International week creates learning opportunities
- *Spanish and English class after school

Standard 3 - Teaching & Learning

The school provides research-based curriculum and instructional methods that facilitate achievement for all students.

Focus Question 1

How does the school ensure that the curriculum, instructional strategies, and assessments are aligned and articulated across grade levels in support of the expectations for student learning?

Answers:

- *Curriculum reviewed regularly
- *Use pre-established National benchmarks and textbooks as a guide
- *Check off curriculum on school network as it is being accomplished which enables us to fill in gaps
- *Through communication and observation - reflected in student achievement
- *Walk throughs
- *Curriculum assessment - in-service days
- *Administrative advising & overseeing
- *Access to curriculum across all grade levels
- *Opportunities to discuss what children are learning at meetings (formal & informal)
- *Textbook series is used across grade levels for horizontal and vertical alignment

Focus Question 2

In what ways does the school ensure the implementation of research-based instructional strategies, innovations, and activities that facilitate achievement for all students?

Answers:

- *Hires qualified faculty that completed certification programs in instructional strategies for their content area
- *Teachers are encouraged to share, discuss and visit with each other and experience practices used by other staff members to help students reach their maximum potential.
- *Lesson plans
- *Observations
- *Access to various websites that give lesson plan ideas and activities
- *Teacher work days

Focus Question 3

What processes are implemented to ensure that teachers are well-prepared and effectively implementing the curriculum?

Answers:

- *Teacher workshops
- *Curriculum tracking (Quarterly on school network)
- *Observations
- *Discussions
- *Lesson plan checks
- *Given materials ahead of time to review & personalize for effective student achievement
- *Unplanned visits

Focus Question 4

How does the school provide every student access to comprehensive information, instructional technology, and media services?

Answers:

- *Computers
- *Library
- *Internet access
- *Classroom materials
- *Subscriptions on line (reading AZ, EdHelper, etc)

Standard 4 - Documenting & Using Results

The school enacts a **comprehensive assessment system** that monitors and documents performance and **uses these results to improve student performance and school effectiveness.**

Focus Question 1

How is the assessment system currently used in your school to analyze changes in student performance?

Answers:

- *Teachers have helped to create the report card system currently used
- *Report cards are given 4 times a year to track performance
- *NWEA (standardized) tests given 2 or 3 times a year to show student growth
- *Teacher observations
- *progress reports
- *Rubrics (Verbal and written skills; projects)
- *Behavioral changes in students are immediately discussed with parents and staff

Focus Question 2

What are you doing to ensure that assessment results are timely, relevant, and communicated in a way that can be used by teachers, students, parents, and external stakeholders to aid the performance of individual students?

Answers:

- *Reportcards
- *Parent-teacher conferences
- *Parent explanation letter Standardized test results
- *Faculty meetings discussing what needs to be done by when
- *Weekly student assessments
- *Results are posted on School network to be used and accessed by teachers
- *Adjust level and instruction according to results
- *Analyze results with students
- *Discuss strategies to improve results with students and colleagues

Focus Question 3

How are data used to understand and improve overall school effectiveness?

Answers:

- *Subject analysis & Curriculum amendment to correct insufficient scores
- *Unfavorable results are discussed with parents, co-teachers and/or director
- *Strategies for improvement are created
- *Staff assigned to students in need of improvement in performance
- *Data comparison is done

Focus Question 4

How are teachers trained to understand and use data in the classroom?

Answers:

- Through workshops and discussions
- Through one on one meetings with director

Standard 5 - Resource & Support Systems

The school has the resources and services necessary to support its vision and purpose and to ensure achievement for all students.

Focus Question 1

What is the process for recruitment, induction, placement, development, evaluation, and retention of qualified teachers, administrators, and support staff?

Answers:

- Recommendations from University Professors
- *Recommendations from school heads
- *Open, honest discussions and evaluations

- *Looking at personality and character traits
- *Constant walk throughs
- *Identify the needs. A form is submitted 3 months prior to the end of the school year to know what personnel is coming back.
- *Identify candidates within the local community and abroad
- *Evaluate the teachers' qualifications and experience to assign them to the class in which they can perform better and be happy doing the job.

Focus Question 2

How does the leadership ensure that the allocation of financial resources is supportive of the school's vision, educational programs, and its plans for school improvement?

Answers:

- *Discussed at board meetings - look at budget and constraints
- *5 year strategic plan
- *Constant check on tuition payments to ensure constant cash flow
- *Leadership makes sure that every year there is certain kind of improvement in:
 - *Distribution of space according to the school population and amount of classes
 - *Renovation of the building
 - *Acquisition of material and books that better respond to the needs that have been evaluated during the testing and meetings
 - *Make sure that waste is minimized

Focus Question 3

How does the leadership ensure a safe and orderly environment for students and staff?

Answers:

- *Student handbook with consequences
- *Fire Drill escape route
- *Crisis plan
- *Security system
- *Magnetically locked front door
- *Constant maintenance
- *Fill out repair sheet
- *Locked gates
- *Supervision
- *Clean playground
- *First aid kits
- *Safety rules enforced
- *Administration directly involved in student discipline
- *Adherence to country codes
- *Emerging CPR classes
- *Placement of fire extinguishers

Focus Question 4

What process is used to ensure and monitor that each student has access to guidance and resource services that meet the needs of the student?

Answers:

- *All changes in behavior are noted and discussed with director and if necessary steps for correction are taken
- *Open door policy to the principal
- *Teachers with extra planning provide tutoring for students needing help
- *After school program with homework help
- *School provides contact information to parents requesting private tutors
- *Students have a voice and are taken seriously
- *Tight knit close environment develops openness where students are monitored and talked to about issues
- *Get professional help when needed

Standard 6 - Stakeholder Communications & Relationships

The school fosters effective communications and relationships with and among its stakeholders.

Focus Question 1

How does the school's leadership ensure that the school is responsive to community expectations and stakeholder satisfaction?

Answers:

- *Parent / community member surveys & evaluations
- *Leadership facilitates the communication through an open-door policy
- *Holds frequent meetings with parents, teachers and students: formal and informal
- *Organize social events to promote interaction several times a year.
- *Pays attention to cultural diversity and respects the beliefs and traditions of every group.
- *PTA meetings
- *School board meetings
- *Parent letters
- *Suggestion box
- *Requests input from all members

Focus Question 2

How does the school's leadership foster a learning community?

Answers:

- *Creating a family atmosphere where we all need to help better each other
- *By diminishing a vertical hierarchy
- *Involve parents through letters and website
- *Providing continuing education

- *Interacting with the school board
- *Providing after school programs
- *School functions develop community
- *Community is built through PTA
- *Parent volunteers

Focus Question 3

What avenues are used to communicate information to stakeholders about students, their performance, and school effectiveness?

Answers:

- *PTA newsletters
- *report cards - teacher letters
- *Written communication
- *Board
- *website - curriculum & upcoming events
- *parent meetings
- *teacher meetings
- *e-mail
- *phonecalls
- *Organized seminars about topics of interest.
- *Yearbook

Standard 7 - Commitment to Continuous Improvement

The school **establishes, implements, and monitors** a **continuous process of improvement** that focuses on student performance.

Focus Question 1

What is the process for continuous improvement used by the school and what are the results that this process is delivering for student performance and school effectiveness?

Answers:

- *Regular faculty meetings
- *Regular student discussions
- *Minimum bi-annual conference days
- *Regular PTA meetings
- *Regular School board meetings
- *Meetings to evaluate the curriculum, school standards, mission statement
- *School improvement plan developed by board members
- *School promotes communication at all level
- *listen to suggestions of the stakeholders and plan continuous group and self-evaluation

- *motivate everyone to do their best.
- *Standardized testing evaluation and distribution

Focus Question 2

What steps are taken to ensure that the improvement goals reflect student learning needs that are aligned with the vision and purpose of the school?

Answers:

- *Because of the size of the school it is easy to align needs with vision and purpose by communicating among faculty members and parents to best meet the students' needs.
- *School uses a permanent evaluation system
- *Communicates the results
- *Holds meetings to analyze progress and problems in different areas
- *Monitors plans weekly and curriculum coverage quarterly
- *Puts stakeholders suggestions into practice whenever possible
- *Curriculum is re-written when needed to more effectively teach students

Focus Question 3

What process is used to ensure that the school personnel are provided professional development and technical assistance to implement interventions and achieve improvement goals?

Answers:

- *Professional development days planned for faculty
- *Continuous education classes into place for faculty
- *Regular faculty meetings
- *Review and assesment of testing results
- *Regular curriculum re-alignment

Focus Question 4

How does the leadership ensure that the improvement plan is implemented, monitored, achieved, and communicated to stakeholders?

Answers:

- *By constant communication and supervision
- *Regular meetings; board, faculty, parents
- *By written communication
- *By constant Evaluations