

WPS - Innovation Schools
Local Partnership Group Meetings

October 27, 2010
20 Irving Street
Room 410

1. Introductions – 10 minutes
2. Superintendent's Charge – 10 minutes
 - Creating A System of Schools that Attracts and Retains Families and Results in Outstanding Achievement for All Students
 - What boundaries will guide the operation of Innovation Schools in Worcester?
3. Meeting Norms and Meeting Roles – 15 minutes
4. Effective Schools / Innovation Schools – 20 minutes

-----Break – 5 minutes-----

5. Data Analysis: The Current Context – 30 minutes
6. Essential Conditions – Overview and Rubric – 15 minutes
7. Essential Condition # 1 – Effective District Systems of Support – 30 minutes
8. Essential Condition #2 – Effective Leadership – 30 minutes
9. Essential Condition #6 – Principal's Staffing Authority – 30 minutes
10. Points for Communication – 30 minutes
11. Meeting Evaluation – 10 minutes

References and Supports

1. Meeting Agendas
2. Message from Superintendent Boone
3. The Worcester Public Schools (WPS) Compact & Strategic Goals
4. Moving Toward A Results System
5. Innovation Schools: Six Steps to Approval
6. Innovation Schools: Frequently Asked Questions and Answers
7. G.L. Chapter 71, Section 92 – Innovation Schools
8. Essential Conditions for School Effectiveness & Rubric
9. The 90 / 90 / 90 Schools: A Case Study
10. Student Performance and Demographic Data – State, District & South Quadrant
11. High Performance in High Poverty Schools: 90 / 90 / 90 and Beyond
12. WPS – Year Two Leadership Expectations (Essential Conditions #1 & #2)

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October 29, 2010
20 Irving Street
Room 410

1. Meeting Norms and Purpose – 10 minutes
2. Summarize Prior Meeting Outcomes – 15 minutes
3. Questions? – 15 minutes
4. Stakeholder Feedback – 20 minutes
5. Essential Condition #3 – Aligned Curriculum – 45 minutes
6. Essential Condition #8 – Tiered Instruction – 30 minutes
7. Essential Condition #4 – Effective Instruction – 45 minutes
8. Points of Communication – 30 minutes
9. Meeting Evaluation – 10 minutes

References and Supports

1. Meeting Norms and Purpose
2. Worcester Public Schools Theory of Action
3. English Language Arts – General Performance Level Definitions (#3)
4. Science and Technology / Engineering – General Performance Level Definitions (#3)
5. Common Core Standards – Mathematics and Reading / English Language Arts (#3)
6. MassCore (#3)
7. Response to Intervention and Three-tiered Instruction (#8)
8. Positive Behavior Support (#8)
9. Worcester Public Schools Framework of High Quality Teaching and Learning (#4)

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Local Partnership Group
November 3, 2010
20 Irving Street
Room 410

1. Meeting Norms and Purpose – 10 minutes
2. Summarize Prior Meeting Outcomes – 15 minutes
3. Questions? – 15 minutes
4. Stakeholder Feedback – 20 minutes
5. Essential Condition #9 – Students’ Social, Emotional, and Health Needs – 45 minutes
6. Essential Condition #5 - Student Assessment – 45 minutes
7. Essential Condition #7 – Professional Development and Structures for Collaboration – 45 minutes
8. Points of Communication – 30 minutes
9. Meeting Evaluation – 10 minutes

References and Supports

1. Meeting Norms and Purpose
2. Refer to Positive Behavior Support (#8) October 29
3. Harvard Family research Project
4. What is the wraparound process?
5. Wraparound Planning- Finding Families Strengths
6. Data Collection System
7. A Process for Collaborative Teams
8. Finding Time for Faculties to Study Together

Questions:

No questions.

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Stakeholder Feedback:

Parents:

Mixed feelings. Parents of ELL students and parents of students with disabilities are concerned that some students will be excluded. Parents are nervous about change / talking over existing schools.

How might Innovation Schools impact neighborhood schools?

Teachers:

Staff may not have a good handle on Innovation Schools, despite amount / availability of information. The talk about having an Innovation School Plan is daunting. The time constraints seem daunting, as in the December timeline for submission.

Teachers are nervous about the implications for South High School.

Teachers are looking for a timeline. South High School would like more information ASAP.

Teachers have some specific questions re: college support and details about how it would look.

What is so different, why can't we do this without Innovation Schools?

Questions about sporting teams and affiliations exist.

Community:

What incentives can be offered to maintain dedication of staff and advance the quality of education for learners given the challenges. How might incentives be offered to motivate teachers?

Administrators:

Are schools going to be approached or have they been selected already?

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November 3, 2010

Recommendations – **Essential Condition #9**

Define expectations for the Innovation School regarding the creation of a safe school environment and the effective use of a system for addressing the social, emotional, and health needs of its students that reflects the behavioral health and public school framework.

The Innovation School Plan must explain the way(s) a safe school environment will be created and makes effective use of a system(s) that includes family and community supports for addressing the social, emotional, and health needs of its students.

The Innovation School Plan must explain how it will foster high levels of family and community communication, engagement, commitment, and partnership.

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Recommendations – **Essential Condition #5**

Define expectations for the Innovation School regarding the use of a balanced system of formative and benchmarks.

The Innovation School Plan's internal accountability system must explain the types of assessments, the rationale for assessments, and how and according to what timeline the results will be analyzed, communicated, used to drive instruction and used to improve student outcomes.

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Recommendations – **Essential Condition #7**

Define requirements for professional development at the Innovation School.

The Innovation School Plan will articulate a culture of life-long learning for students and adults in the school community. The Innovation School Plan will explain how student data are used to develop a targeted professional development plan based on the school mission and vision.

The Innovation School Plan must articulate a structure that will support professional development and collaboration.

The Innovation School Plan must contain a system of evaluation for professional development that is connected to student outcomes.

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November 3, 2010
Points for Communication

Summarize and list key points of discussion and information from the meeting.

We collaborated around relevant issues, including wraparound services, social-emotional supports, and referenced / used the three tiered model for instruction (Response to Intervention).

Answered questions from prior meeting.

Summarized work from prior meeting.

Collected stakeholder feedback.

Came to consensus on Oct 29 work.

Discussed three more essential conditions.

Develop communication that is relevant to each of the different constituencies represented

No further work was needed.

Meeting Evaluation and Review Next Agenda

What went well?

Facilitation

Maintaining focus / Staying on task.

Great that people feel passionate about their work.

Areas for Improvement?

None

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Local Partnership Group
November 5, 2010
20 Irving Street
Room 410

1. Meeting Norms and Purpose – 10 minutes
2. Summarize Prior Meeting Outcomes – 15 minutes
3. Questions? – 15 minutes
4. Stakeholder Feedback – 20 minutes
5. Essential Condition #10 – Family-school Engagement – 40 minutes
6. Essential Condition #11 – Strategic Use of resources and adequate budget Authority – 40 minutes
7. Summarization and Refinement – 20 minutes
8. Points of Communication – 20 minutes
9. Community Meetings – December 8 – 20 minutes
10. Meeting Evaluation and Process Evaluation – 15 minutes

References and Supports

1. Refer to Harvard Family research Project – Nov. 3
2. Refer to What is the wraparound process? – Nov. 3
3. Refer to Wraparound Planning- Finding Families Strengths – Nov. 3
4. June 4, 2010 Memorandum from Brian Allen
5. Process Evaluation – Facilitator Feedback

Questions:

No questions.

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Stakeholder Feedback:

Community:

The professional development and time for sharing information is supported

Reach out to middle school students to explore career opportunities / parents as well

Re: discipline and rules – have students participate in the development of those rules

When new pieces of curriculum are introduced...can non-profits be included in the PD

Workforce:

Employees support a stronger student engagement in science and math skills

Career awareness and internships – real experiences in the workplace

A number of those with whom WEC interacts indicate that technology / bio-tech lab skills are needed

Teachers:

Jeff is happy to meet with teachers at South High School

What would happen to teachers if a new school is opened...what happens to the teachers?

Administrators:

Ensure a diverse student population

Grade configuration could be different from established current patterns.

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Local Partnership Group
Recommendations – Essential Condition #10

Define expectations for an Innovation School to develop strong working relationships with families and appropriate community partners and providers in order to support students' academic progress and social and emotional well-being.

The Innovation School Plan must explain how it will foster high levels of family and community communication, engagement, commitment, and partnership.

Further, the plan must explain how community engagement and partnership are based upon the needs of the students and mission and vision of the school and draws upon the strengths and resources of the community.

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Local Partnership Group
Recommendations – Essential Condition #11

Define the limitations of budget authority. Define the limits to which the district and Innovation School share resources.

The Innovation School Plan must be cost neutral to the school district.

The Innovation School Plan includes an explanation of the decision-making process for use of district and school resources and indicates who has the authority to do so.

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Refinements & Summarization

Refinements were handled during the consensus process.

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Plan for December 8 – Community Meetings

Worcester Education Collaborative and Clark University will support the Community Meeting. Four members of the Local Partnership Group will represent the work of the committee.

Wednesday, December 8, 2010

Diane Duratti
Ivonne Perez
Tina Colbert
Kara Scichilone

November 9 -

Kelly Moulin
Patti Ryan
John Underwood
Lisa Dyer

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Points for Communication

Summarize and list key points of discussion and information from the meeting.

1. Contrast and comparison of new schools vs. conversion schools
2. Approval of remaining Essential Questions including Wed night's work
3. Budget guidelines
4. Collection of more stakeholder feedback
5. Consideration of Proposed Vision Statement (more email coming)
6. Clarify new school vs. conversion school (location school within a school) in writing from Exec's office - Jeff will follow up.
7. Refer people to DESE website for Innovation Information

Develop communication that is relevant to each of the different constituencies represented

Channel people to the website for this information

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Facilitation Feedback and Evaluation

Agenda and Materials

Indicators:

- Agendas were organized and delivered in a timely manner
- Materials supported the agenda
- Materials were useful

Comments

1. Yes, well organized and useful
2. Yes, organized. Materials were sometimes useful.
3. The meetings were facilitated and handled in a very professional manner. Great job, Jeff. It was a pleasure to work with you in this. Thank you.
4. Well organized
5. Materials were distributed in a timely manner and very comprehensive
6. Yes, absolutely. Only improvement → getting each meeting's minutes out to committee before the next meeting
7. The articles / date included were extremely helpful
8. Very organized! Absolutely. (I am) still using some materials as reference to work I am doing.
9. Very efficient. Binder was extremely useful with appropriate resource materials. Information provided was engaging and useful.
10. The binder was an amazing resource, well organized and easy to access. The resources provided for use of each condition were very helpful in working through the conditions.
11. Organization of materials and possession of materials for later reference was most helpful. All participants were able to refer back to less familiar topics at leisure to improve understanding.
12. Binder of materials was extremely helpful. I especially appreciated having the agendas and materials for all meetings on the first day.

Meeting Management

Indicators:

- Group norms were supported and maintained
- Time was respected
- Feedback for improvement of meetings was solicited

Comments

1. True
2. Yes to all
3. Yes, especially, humor! Yes, but it was difficult for me to procure with so little time between meetings.

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4. Very good, particularly with the wide range of questions of different groups represented.
5. The facilitator and members were open to following the norms. The meeting schedule was compressed and intense but made manageable.
6. Well done. Always asked for (feedback) and respected.
7. Yes to all.
8. The committee was engaged and everyone's ideas were heard.
9. Yes to all. (Time was respected) Even early sometimes
10. Excellent facilitation – very impressive.
11. The opportunity of feedback during the “thinking” process along with after the fact was very helpful for processing and for making suggestions.
12. Each member appeared comfortable participating. Facilitator ensured that opportunities were present for all. Participants were respected.
13. All very good. Jeff handled some contentious conversations with great respect and courtesy.

Engagement and Participation

Indicators:

- Supported participation of every member
- Encouraged diverse thinking
- Kept channels of communication open, even during conflict

Comments

1. True, was respectful of other's comments and thoughts. Kept the focus!
2. Yes to all
3. The members of this group were quite impressive. I appreciate the time that many people took out of their free time to participate in this work.
4. Very good, see above
5. facilitator allowed feedback and balanced the need to fully discuss / work through issues with the need to get things done and completed
6. Would have been better had there been more time. 4 meetings in 10 days was too compressed; didn't allow for people to grow in trust of each other
7. Yes to all
8. All ideas were listened to and the leader kept everyone focused on the topic
9. I actually enjoyed the work (even at such tough and odd hours. It was obvious that a great deal of prep work was done in short periods of time
10. Again, facilitation was top notch. Participants were equally valued. People were encouraged to be honest and to stretch their thinking while potential conflicts were diffused
11. I felt very comfortable sharing thoughts and ideas whether in agreement or not!
12. Yes to all. Conflicts were more like varying perspectives.
13. All very good. Asked for additional information when needed.

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Outcomes

Indicators:

Clear outcomes were set for each meeting

Meeting outcomes led to the achievement of the intended “big” picture

Comments

1. True. Enjoyed your facilitation
2. Yes to all
3. Yes to all. Meeting the 12/ 15 deadline is the next challenge!
4. Very good. Thank you!
5. The agendas identified goals and were achieved...helping reach the overall “big” picture.
6. I am proud of the process and of the result. We created a framework from which applications should come forth that could / will enable creative “innovation” schools to reach fruition AND for students, all students to thrive. Thank you!
7. The process was facilitated extremely well – guidelines / norms were kept to and enforced. I believe people felt comfortable in contribution to the discussion / conversations.
8. In summary, it was well done and thank you for the time and effort you put into making the committee outcome a success.
9. Clearly! I believe the outcomes were right on point with the “big” goal.
10. Purpose was continuously made clear and our work remained focused due to amazing facilitation. Thank you.
11. Facilitation of all meetings was very impressive and efficient. I thoroughly enjoyed the experience and felt honored to be a part of the group!
12. Yes to all.
13. Yes! At times it was a little confusing to get a real feel for the structure of the document we created and its purpose but Jeff answered all questions thoroughly.