

Office of the Superintendent of Schools
MONTGOMERY COUNTY PUBLIC SCHOOLS
Rockville, Maryland

July 18, 2018

MEMORANDUM

To: Members of the Board of Education

From: Jack R. Smith, Superintendent of Schools

Subject: School Improvement Plan Process Communication (06-12-18-01)

Question

Ms. Ortman-Fouse requested information regarding the communication that occurred regarding the SIP partnership meetings as referenced in Mr. Lloyd's Public Comments testimony.

Response

The Montgomery County Public Schools (MCPS) School Improvement Plan (SIP) process implementation is developed annually and guided by the principal and leadership team at each school. It is the process by which school leaders identify academic and non-academic goals for all students with particular attention dedicated to those who have not yet achieved at the highest levels possible. By design, the SIP process is collaborative within the school and community and is predicated on a root cause analysis that begins with a minimum of five sources of data including teacher voice, student voice, student performance/work data, school structures and processes, and focused observations of teaching and learning. The SIP process also requires school leaders to provide professional learning that builds faculty and staff capacity to achieve school/student goals.

School leaders received training throughout the school year to implement the new state and local accountability systems and understand their impact on the SIP. Schools are required to set SIP goals around multiple measures given the emphasis in Maryland's approved *Every Student Succeeds Act* application to which we have aligned the MCPS Evidence of Learning Framework. This preparation has been in full collaboration with Montgomery County Association of Administrators and Principals, as the school administrators are the leaders of this work. To that end, the roll-out began with summer 2017 sessions followed by multiple one-on-one and small group meetings with principals at each level—elementary, middle, and high schools—to receive input and gather data on what principals need to know and be able to do to align the SIP planning process to address the multiple measures required by the Maryland State Department of Education and MCPS. In addition to the technical challenges associated with data gathering and analysis at the student level using the new Performance Matters: Unify data platform, principals faced the adaptive challenge of preparing school staff to learn and understand the utility of multiple measures of student progress in determining growth; achievement; and physical, social, and physiological well-being.

Beginning in summer 2017, the intersection between the Evidence of Learning Framework and the SIP planning process was initiated. The majority of the work focused on training principals and a staff member of their choice (many of whom were teacher-level positions) on the tools to support the SIP work.

The following chart provides the dates and number of attendees that voluntarily participated in the Technical Applications for Using Data in Unify for SIP planning.

Technical Application For Using Data in Unify

| Date | Principals | APs | SDTs* | Special Assign. | Attendees Per Session |
|------------------|-------------------|------------|--------------|------------------------|------------------------------|
| 2/27/2018 | 6 | | 6 | | 12 |
| 3/6/2018 | 5 | | 1 | 2 | 8 |
| 3/9/2018 | 7 | | 4 | 2 | 13 |
| 3/16/2018 | 6 | 1 | 8 | | 15 |
| 3/26/2018 | 3 | 3 | | | 6 |
| 3/27/2018 | 4 | 6 | | 1 | 11 |
| 3/28/2018 | 3 | | 1 | | 4 |
| 4/13/2018 | 8 | 1 | 7 | 1 | 17 |
| 4/16/2018 | 7 | | 6 | | 13 |
| 4/20/2018 | 8 | 1 | 7 | | 16 |
| 5/1/2018 | 4 | | 7 | 1 | 12 |
| 5/9/2018 | 3 | | 3 | | 6 |
| 5/14/2018 (a.m.) | 6 | 2 | 5 | | 13 |
| 5/14/2018 (p.m.) | 5 | 1 | 7 | | 13 |
| 5/22/2018 | 9 | 1 | 10 | | 20 |
| Totals | 84 | 16 | 72 | 7 | 179 |

*STDs=Staff Development Teachers (teacher level positions)

In support of SIP work, on February 23, 2018, a Central Services Meeting for Principals was held. All principals received information on how to use the technical tools for the SIP (identifying student needs, goal setting for cohorts of students, and focused school and services groups). This meeting was followed by a May 18, 2018, Central Services Meeting for Principals during which principals were provided training on how to plan responsive instructional strategies for students that support SIP goal attainment. The SIP is cyclical and constantly revisited and revised throughout the school year by the school leadership team, faculty/staff, and parents/guardians in response to requirements at the state and federal level.

If you have any questions, please contact Mrs. Cheryl L. Dyson, Mrs. Diane D. Morris or Dr. Darryl L. Williams, area associate superintendents, Office of School Support and Improvement, at 240-740-3100.

JRS:KAS:dsh

Copy to:

Executive Staff
Mr. Ikheloa