



CDE Federal Program Monitoring 2016-17 Transformation Model (TF)

TF 01: Principal Replacement

1.0 Replace the principal who led the school prior to commencement of the Transformation Model.

[SIG authorized under section 1003(g) of Title I of Elementary and Secondary Education Act (ESEA) of 1965, as amended (75 FR 66363 (October 28, 2010))]

TF 02: Principal and Teacher Evaluation

2.0 Use rigorous, transparent, and equitable evaluation systems for teachers and principals that: (A) take into account data on student growth as a significant factor, as well as other factors such as multiple observation-based assessments of performance and ongoing collections of professional practice reflective of student achievement and increased high school graduation rates, and (B) are designed and developed with teacher and principal involvement.

[SIG authorized under section 1003(g) of Title I of ESEA of 1965, as amended (75 FR 66363 (October 28, 2010))]

TF 03: Identify, Reward, and Replace

3.0 (A) Identify and reward school leaders, teachers, and other staff who, in implementing this model, have increased student achievement and high school graduation rates; and (B) identify and remove those who, after ample opportunities have been provided for them to improve their professional practice, have not done so.

[SIG authorized under section 1003(g) of Title I of ESEA of 1965, as amended (75 FR 66363 (October 28, 2010))]

TF 04: Recruit, Place, and Retain

4.0 Implement such strategies as financial incentives, increased opportunities for promotion and career growth, and more flexible work conditions that are designed to: (A) recruit, (B) place, and (C) retain staff with the skills necessary to meet the needs of the students in the transformation school.

[SIG authorized under section 1003(g) of Title I of ESEA of 1965, as amended (75 FR 66363 (October 28, 2010))]

TF 05: Professional Development

5.0 Provide staff ongoing, high-quality job-embedded professional development (PD) that is aligned with the school's comprehensive instructional program and designed with school staff to ensure that they are equipped to facilitate effective teaching and learning and have the capacity to successfully implement school reform strategies.

2016-17 TF Program Instrument (Continued)

[SIG authorized under section 1003(g) of Title I of ESEA of 1965, as amended (75 FR 66363 (October 28, 2010))]

TF 06: Operational Flexibility

6.0 Give the school sufficient operational flexibility (such as staffing, calendars/time, and budgeting) to implement fully a comprehensive approach to substantially improve student achievement outcomes and increase high school graduation rates.

[SIG authorized under section 1003(g) of Title I of ESEA of 1965, as amended (75 FR 66363 (October 28, 2010))]

TF 07: Instructional Program

7.0 Use data to identify and implement an instructional program that is research-based and vertically aligned from one grade to the next as well as aligned with state academic standards.

[SIG authorized under section 1003(g) of Title I of ESEA of 1965, as amended (75 FR 66363 (October 28, 2010))]

TF 08: Use of Student Data

8.0 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.

[SIG authorized under section 1003(g) of Title I of ESEA of 1965, as amended (75 FR 66363 (October 28, 2010))]

TF 09: Increased Learning Time

9.0 Establish schedules and implement strategies that provide increased learning time (ILT) in: (A) core, (B) enrichment, and (C) teacher collaboration.

[SIG authorized under section 1003(g) of Title I of ESEA of 1965, as amended (75 FR 66363 (October 28, 2010))]

TF 10: Family and Community Engagement

10.0 Provide ongoing mechanisms for family and community engagement.

[SIG authorized under section 1003(g) of Title I of ESEA of 1965, as amended (75 FR 66363 (October 28, 2010))]

2016-17 TF Program Instrument (Continued)

TF 11: Technical Assistance

11.0 Ensure that the school receives ongoing, intensive technical assistance (TA) and related support from the local educational agency (LEA) or a designated external lead partner organization (such as a school turnaround organization or an education management organization).

[SIG authorized under section 1003(g) of Title I of ESEA of 1965, as amended (75 FR 66363 (October 28, 2010))]

TF 12: Optional Components

12.0 For LEAs implementing selected components under other intervention models described in the final requirements. Optional components are implemented within the framework of the model and are in addition to, not instead of, the actions that are required as part of the selected model.

[SIG authorized under section 1003(g) of Title I of ESEA of 1965, as amended (75 FR 66363 (October 28, 2010))]

2016-17 TF Program Instrument (Continued)

2016-17 TF Evidence Requests

Approval Process & Criteria

AprvlPrclsCrtr

Description: Current documentation that describes the LEA's process and criteria for approving external provider.

Item Instructions:

Related Items: TF 11

Communication of Evaluation System Criteria

CmctnEvltnSystemCrtr

Description: Documentation outlining evaluation criteria for staff including how student growth data is used as a significant factor in determining performance level for each teacher and principal in the school.

Item Instructions:

Related Items: TF 02

Careful Review

CrfIRw

Description: If new instructional program is not implemented, evidence that the LEA conducted a careful review of data and determined that the current instructional program is research-based and properly aligned.

Item Instructions:

Related Items: TA 06, TF 07

2016-17 TF Program Instrument (Continued)

Criteria & Evaluation Process

CrtEvlPrCs

Description: Current written documentation outlining the criteria and evaluation process for screening and selecting new instructional programs.

Item Instructions:

Related Items: TA 06, TF 07

Documentation of PD Activities

DcmntnPDActvts

Description: Documentation of past and current professional development activities and staff involvement.

Item Instructions:

Related Items: TA 04, TF 05

Documentation of Remediation & Removal

DcmntnRmdtnRmvl

Description: Documentation of remediation and removal process, which may include, but is not limited to, personnel action requests, individual improvement plans, coaching documents, etc.

Item Instructions:

Related Items: TF 03

2016-17 TF Program Instrument (Continued)

Documentation of Staff Rewards

DcmntnStfRwrds

Description: Documentation of results of the incentive process, which may include, but is not limited to, fiscal records, personnel action requests, or evidence of other types of rewards.

Item Instructions:

Related Items: TF 03

Determination of PD Needs

DtrmtnPDNDs

Description: Documentation, research, or data used to determine the types of professional development that were or will be provided.

Item Instructions:

Related Items: TA 04, TF 05

Evidence of Analysis

EvdncAnlys

Description: Evidence demonstrating analysis of data and how data was used to identify and implement instructional programs. An example may include agendas and minutes for data-based decision-making meetings.

Item Instructions:

Related Items: TA 06, TF 07

2016-17 TF Program Instrument (Continued)

Evidence of Decision Making Around Data

EvdncDcsnMkngArndDt

Description: Evidence of data-based decision-making around differentiated instruction, which may include calendars, meeting minutes, professional development activities, and products of collaboration.

Item Instructions:

Related Items: TA 07, TF 08

Evidence of Data Analysis

EvdncDtAnlys

Description: Evidence demonstrating analysis of student data and description of how data was used to inform instructional decisions.

Item Instructions:

Related Items: TA 07, TF 08

Evidence of Evaluation System Development

EvdncEvltNSystemDvlpmnt

Description: Plan for the development and implementation of a new teacher and principal evaluation system including evidence of teacher and principal involvement that may include meeting agendas and minutes.

Item Instructions:

Related Items: TF 02

2016-17 TF Program Instrument (Continued)

Evidence of Family and Community Engagement

EvdncFmlyComntyEngmnt

Description: Evidence of new or expanded family and community engagement activities added because of SIG, which may include a Parent Involvement Plan, meeting minutes and agendas from parent and community groups.

Item Instructions:

Related Items: TF 10

Evidence of Other Evaluation Factors

EvdncOthrEvltnFctrs

Description: Other evidence such as multiple observation-based assessments of performance, ongoing collections of professional practice reflective of student achievement, and high school graduation rates.

Item Instructions:

Related Items: TF 02

Evidence of Recruit, Place, & Retain

EvdncRcrtPlcRtn

Description: LEA description and evidence of any means or procedures implemented for: (A) recruiting, (B) placing, and (C) retaining staff with skills necessary to implement the Turnaround Model selected.

Item Instructions:

Related Items: TA 03, TF 04

2016-17 TF Program Instrument (Continued)

Evidence of Student ILT

EvdncStdntILT

Description: Evidence of how learning time has increased in (A) core and (B) enrichment, which includes current year's and base-line year's instructional minutes, school schedule or instructional calendar.

Item Instructions:

Related Items: TA 08, TF 09

Evidence of TA

EvdncTA

Description: Evidence of TA provided to schools.

Item Instructions:

Related Items: TF 11

Evidence of Teacher ILT

EvdncTchrILT

Description: Evidence of how learning time has increased in (C) teacher collaboration, which includes, but is not limited to, the current year and base-line year staff development calendars.

Item Instructions:

Related Items: TA 08, TF 09

2016-17 TF Program Instrument (Continued)

Evaluation System Products

EvltmSystemPrdcts

Description: Dates of implementation and products of the new evaluation system, such as principal and teacher evaluations and evidence of staffing decisions made with regard to principal and teacher evaluations.

Item Instructions:

Related Items: TF 02

Examples of Data

ExmplsDt

Description: Examples of data collected by the LEA or school, analysis of data, and how data were used to identify and implement instructional programs.

Item Instructions:

Related Items: TA 06, TF 07

Examples of Operational Flexibility

ExmplsOprtnlFlxbly

Description: Examples of new operating flexibility the school has in the areas of staffing, scheduling, and budgeting such as duty statements and agendas/minutes that reflect school-level decision making.

Item Instructions:

Related Items: TF 06

2016-17 TF Program Instrument (Continued)

Examples of Student ILT

ExmplsStdntILT

Description: LEA examples of how the increase in student time is being used, which may include, but is not limited to, sample lesson plans and instructional planners.

Item Instructions:

Related Items: TA 08, TF 09

Examples of Teacher ILT

ExmplsTchrILT

Description: LEA examples of how the increase in teacher collaboration time is being used, which may include, but is not limited to, meeting minutes and work products.

Item Instructions:

Related Items: TA 08, TF 09

Monitoring Documents

MntrngDcmnts

Description: Products or documentation reflecting LEA site visits relating to the implementation of the SIG.

Item Instructions:

Related Items: TF 11

Observations Data

ObsrvtnsDt

Description: Summary of classroom observations.

Item Instructions:

Related Items: TA 06, TF 07

2016-17 TF Program Instrument (Continued)

Optional Component Evidence

OptnlCmpntEvdnc

Description: Evidence of implementation of the optional components as described in the LEA's needs analysis and implementation chart.

Item Instructions:

Related Items: TA 10, TF 12, RS 04

PD Resources & Materials

PDRsrcsMtrls

Description: Professional development resources and materials provided by the LEA to SIG school staff relating to the school reform models and effective instruction.

Item Instructions:

Related Items: TA 04, TF 05

PD Staff Involvement

PDStfInvlvmnt

Description: LEA memoranda, announcements, calendars, or agendas for professional development meetings including evidence of how school staff is involved.

Item Instructions:

Related Items: TA 04, TF 05

Principal Job Description & Resume

PrncplJobDscrptnRsm

Description: Job announcement, description, and resume of new principal.

Item Instructions:

Related Items: TA 01, TF 01

2016-17 TF Program Instrument (Continued)

Principal Replacement Evidence

PrncplRplcmntEcdnc

Description: Evidence of principal replacement, for example, local school board minutes, personnel action requests, and evidence of broader reform efforts (if applicable).

Item Instructions:

Related Items: TA 01, TF 01

Principal Replacement Timeline

PrncplRplcmntTmln

Description: LEA description of its process and timeline for replacing the principal.

Item Instructions:

Related Items: TA 01, TF 01

Provider Service Agreement

PrvdrSrvcAgrmnt

Description: Copy of Service Agreement between the LEA and TA provider.

Item Instructions:

Related Items: TF 11

Remediation System Evidence

RmdtnSystmEvdnc

Description: Documentation that lays out system of remediation including ample opportunities to improve professional practice, and consequences for staff who are not raising student achievement.

Item Instructions: TF 03: See TF 03 description of Identify, Reward, and Replace, element (B)

Related Items: TF 03

2016-17 TF Program Instrument (Continued)

Reward System Evidence

RwrdsystmEvdnc

Description: Faculty Handbook, Memorandum of Understanding, or staff contract that lays out system of identification and reward for staff who are raising student achievement and high school graduation rates.

Item Instructions: TF 03: See TF 03 description of Identify, Reward, and Replace, element (A)

Related Items: TF 03

Sample Student Data

SmplStdntDt

Description: Examples of student data collected by the school, content area, or individual teacher.

Item Instructions:

Related Items: TA 07, TF 08

Staff Communication of Recruit, Place, & Retain

StfCmnctnRcrtPlcRtn

Description: Faculty Handbook, memoranda, contract, or other documents that describe any new incentive systems or other opportunities for promotion and career growth.

Item Instructions:

Related Items: TA 03, TF 04
