

EDMONTON PUBLIC SCHOOLS

April 13, 2004

TO: Board of Trustees

FROM: A. McBeath, Superintendent of Schools

SUBJECT: Alberta Initiative for School Improvement Update

ORIGINATOR: D. Barrett, Assistant to the Superintendent

RESOURCE  
STAFF: Kathy McCabe

INFORMATION

**Background**

The purpose of this report is to outline year two of the three-year AISI cycle.

In the spring of 2003 Alberta Learning announced a new round of AISI funding to support in-school action research projects throughout the province. They stipulated that the majority of these projects were to be new and needed to address the priority areas for improvement from the board's Three Year Education Plan. These AISI projects require improvement goals that are measurable and results must be reported annually.

Edmonton Public Schools submitted to Alberta Learning, and had approved, two projects: Full-day Kindergarten in High Needs Schools and Focus on Supporting Teaching and Learning.

**Full-day Kindergarten**

Evidence from our first round of AISI projects and other research indicated the value of full-day kindergarten for high needs students when combined with a focus on early intervention in literacy strategies. For these reasons the full-day kindergarten project was implemented in the following schools: Abbott, Belvedere, Delton, Eastwood, Evansdale, Glendale, Inglewood, John A. McDougall, McCauley, North Edmonton, Norwood, Parkdale, Prince Charles, R. J. Scott, Rundle, Sherwood, Sifton and Spruce Avenue. Each of these full-day kindergartens offers literacy based programming and teachers are being trained in Balanced Literacy or Meaningfully Applied Phonics (MAP). In addition to monthly training in literacy, teachers involved have regular collaborative meetings to share strategies.

The improvement goals for the Full-day Kindergarten project are to develop and improve early literacy skills and to develop positive attitudes towards learning. These goals will be measured through Marie Clay's Observation of Early Literacy and through a teacher and parent survey.

Baseline data was collected from Marie Clay's Observation of Early Literacy at the start of the 2003-2004 school year. This project will continue in the same schools for the 2004-2005 school year.

## **Focus on Supporting Teaching and Learning**

The Focus on Supporting Teaching and Learning project has been implemented in all district schools and in central decision units. Principals, lead teachers and central staff received monthly training from Student Achievement Services and this will continue in the 2004-2005 school year. In addition principals will also receive training in coaching and as instructional leaders. The principal, with the support of the school's instructional leadership team will continue to guide this initiative at the school level.

Each school will again receive an AISI allocation based on their enrolment. AISI funds are tightly targeted by Alberta Learning and must be spent on projects that are both sustainable and lead to continuous improvement. On the advice of the principal AISI steering committee, principals have again been directed to spend these funds in three areas:

- Focus on Supporting Teaching and Learning Training
- Best Practices Training
- Teacher Collaboration

(Expenditure of AISI funds - Appendix I, Questions and Answers – Appendix II)

Consulting Services has gathered input on school and teacher needs for best practices training for the coming year. Based on this information Consulting Services has developed a series of AISI modules. Some of these modules are new, some are repeated and some are an advanced continuation of modules that were offered this year. Each of these modules includes extensive coaching and teacher collaboration. Consulting Services also offers the opportunity for schools to contract for targeted, ongoing professional development services that are customized to meet the needs of their schools. Principals will be required to indicate their expenditure of AISI dollars as part of their school plan. (Sample school plans Appendix III).

The goals for the Focus on Supporting Teaching and Learning project are to improve the language arts and mathematics achievement of all students and to improve retention, high school completion and graduation rates. These goals will be measured through Highest Level of Achievement Tests (HLATs), provincial achievement tests, diploma exam results, course completion rates, and high school graduation rates.

Baseline data has been collected for this project and submitted to Alberta Learning. The funding for this project for the 2004-2005 school year should remain approximately the same as it was for the 2003-2004 year.

APPENDIX I	Expenditure of AISI Funds
APPENDIX II	Questions and Answers
APPENDIX III	Sample School Plans

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## Expenditure of AISI Funds 2004-2005

In September of 2003, Edmonton Public Schools began two new AISI projects, full-day kindergarten in 18 schools and the Focus on Supporting Teaching and Learning project which is in all schools. For the 2004-2005 school year the full-day kindergarten project will continue in the same schools with the same level of funding. The kindergarten teachers will continue to be trained in literacy strategies.

The Focus of Supporting Teaching and Learning project provides benefits to all students from AISI funding. Programs that stress best practices in literacy, numeracy and critical thinking have been developed for students in all divisions. Development of teacher expertise in these areas will have the greatest impact on student learning and will be sustainable after the three-year cycle is over. Knowing this and that AISI funds are targeted funds, schools are expected to expend the majority of their allocation on professional development. This professional development should be based on researched best practices and delivered in a manner that includes demonstration, modeling, and coaching.

AISI funds must be spent in the three areas:

Focus on Supporting Teaching and Learning Training

Best Practices Training

Staff Collaboration.

To provide greater flexibility to schools the minimum percentage to be spent in each category has been reduced to 20% allowing schools to spend the remaining 40% in the categories as best suits their individual needs.

Sample expenditures in each of the categories:

<p><u>Focus on Supporting Teaching and Learning</u></p> <ul style="list-style-type: none"> <li>• Lead teacher and principal training 8 sessions X \$121/ half day supply cost= \$968 per staff member attending</li> <li>• ILT meeting logistics</li> <li>• Professional reading materials</li> <li>• Consultant contract to work with the ILT</li> <li>• FTE for lead teacher</li> </ul>	<p><u>Staff Collaboration</u></p> <ul style="list-style-type: none"> <li>• Supply teacher costs for ½ day per teacher 5 times per year</li> <li>• Teacher FTE to provide coverage within the school</li> <li>• Meeting logistics for collaboration teams</li> <li>• Supply time for inter and intra school visitations</li> <li>• Collaboration/coaching training offered by Consulting Services</li> </ul>
<p><u>Best Practices Training</u></p> <ul style="list-style-type: none"> <li>• AISI training modules offered by Consulting Services</li> <li>• Consultant contract to assist with early Thursdays and Professional Development days (time may be purchased in units of 10 hours for \$115 per hour)</li> <li>• Supply teacher time for training</li> <li>• Supplies related to the training</li> <li>• Consulting Services PD days</li> <li>• Principal PD days</li> </ul>	<p><u>Remaining 40%</u></p> <p>The remaining 40% will be distributed in one or more of the above categories.</p>

### Submitting AISI Plans

The AISI plan is now part of the School Plan and is incorporated into BPS. Simply click onto the AISI button and fill out the template. You will upload this plan along with your school plan. Once submitted, the plan is locked but you will be able to make amendments in the fall. Members of the Student Achievement Team are available to assist you.

## QUESTIONS AND ANSWERS

### 1. **Can AISI dollars be used to hire out of district consultants?**

No, an individual school cannot hire out of district consultants with their AISI money. Focus on Supporting Teaching and Learning is a district AISI project and the expenditure of AISI funds is for common district activities as outlined in the AISI guidelines. This includes Focus on Supporting Teaching and Learning training, Best Practices training and Staff Collaboration, each of which is structured for alignment to the district targets and goals, and to the 8 areas of expectation.

However, Consulting Services will hire outside consultants for some of the AISI Professional Development days and modules. Schools will be able to use their AISI allocation to attend these. If a group of schools wishes to hire a particular speaker this may be brokered through consulting services. Consulting Services will ensure that all schools have access to professional development that is aligned to the supporting student achievement and adheres to the guidelines of this AISI project. This will enable district staff to build capacity and expertise in best practices from a variety of researchers

Schools continue to have the flexibility to use non-AISI resources, including their Consulting Services allocation, to fund external and non-AISI eligible professional development.

### 2. **Can AISI dollars be used to send staff to out of district inservices or conferences?**

No, the school may use their Consulting Services allocation for these. AISI funds are to be expended on the district project Focus on Supporting Teaching and Learning.

### 3. **What kind of materials can I purchase with my AISI money?**

You may purchase any materials that are directly related to the instructional focus work. For example, you may purchase professional reading materials for your staff, such as professional journals or books. You may also purchase additional resources to support programs, such as balanced literacy, in which your staff is being trained.

### 4. **You can buy consultant time in each of the three categories, does it have to be the same consultant?**

No, you may use the same consultant in all categories but it is not a requirement.

### 5. **Can I take my ILT on a retreat?**

Yes you can, provided it is not overnight and not out of town. AISI funds may be used to pay for meeting logistics including room rental.

### 6. **How do I know which inservices are AISI eligible?**

There will be a special section in the Consulting Services calendar which lists the AISI eligible inservices. If any inservices or PD days that are added throughout the year are AISI eligible, this will be indicated on the announcement.

## Parker Elementary School Plan for AISI Funding

AISI Allocation Amount for 2004-2005 \$14,200

### CATEGORY 1: Focus on Supporting Teaching and Learning (minimum of 20% of AISI allocation)

#### Plan Details

- |   |       |
|---|-------|
| • Summer training 6 x \$121   | \$726 |
| • Centre training 2 x 3 sessions x \$121  | 726   |
| • IWT 2 x 4 sessions x \$121  | 968   |
| • Professional Reading: Marzano Handbook for Classroom Instruction that Works – 10 copies X \$49.95 | 500   |

**Total: \$2,920 20.5% of AISI Allocation**

### CATEGORY 2: Best Practices Training (minimum of 20% of AISI allocation)

#### Plan Details

- |   |         |
|---|---------|
| • Effective Reading Instruction 2 teachers, 2 x \$1,850 | \$3,700 |
| • Supply teachers for above, 2 FTE x 10 x \$233         | 4,660   |

**Total: \$8,360 59% of AISI Allocation**

### CATEGORY 3: Teacher Collaboration (minimum of 20% of AISI allocation)

#### Plan Details

- |  |         |
|--|---------|
| • Coverage for collaboration meetings, 5 supply teachers x 10 months @ \$121<br>(Remainder covered from regular PD allocation) | \$2,920 |
|--|---------|

**Total: \$2,920 20.5% of AISI Allocation**

**Plans and budget must total 100% of AISI allocation**

## Druid Elementary/Junior High School Plan for AISI Funding

**AISI Allocation Amount for 2004-2005 \$47,456**

### **CATEGORY 1: Focus on Supporting Teaching and Learning (minimum of 20% of AISI allocation)**

Plan Details

- |   |         |
|---|---------|
| • Principal and three ILT – 8 sessions x \$121/half day supply costs = \$968 per staff member x 3 | \$2,904 |
| • Consultant to work with ILT = 10 hours x \$115 per hour   | 1,150   |
| • 0.1 FTE for lead teacher  | 7,000   |
| • ILT meeting room  | 1,000   |

**Total: \$12,054 26% of AISI Allocation**

### **CATEGORY 2: Best Practices Training (minimum of 20% of AISI allocation)**

Plan Details

- |   |         |
|---|---------|
| • AISI Training Module = Balanced Literacy – K – Y1                     | \$2,225 |
| • AISI Training Module = Balanced Literacy - Div. I – Y1                | 2,225   |
| • AISI Training Module = Balanced Literacy – Div I – Y2                 | 1,300   |
| • AISI Training Module = Balanced Literacy – Div II – Y2                | 1,300   |
| • AISI Training Module = Balanced Literacy – Div II – Y3                | 850     |
| • AISI Training Module = Reading/Writing in the Context Areas – Gr. 7-9 | 950     |
| • AISI Training Module = Thinking Maps – All Divisions                  | 6000    |
| • Supply teacher time = 26 x \$121/half day supply costs                | 3,146   |
| • Target PD consultant contract = 30 hours x \$115/hr                   | 3,450   |
| • Content Modules TBA plus supply costs                                 | 2,550   |

**Total: \$23,966 50% of AISI Allocation**

### **CATEGORY 3: Teacher Collaboration (minimum of 20% of AISI allocation)**

Plan Details

- |   |         |
|---|---------|
| • Supply Teacher costs for intra – school visitations = 6 x \$121 x 6 staff | \$4,356 |
| • ILT Collaboration (supply teacher time) – 10 x \$121 x 5 staff            | 6,050   |
| • Professional reading/research materials                                   | 1,000   |

**Total: \$11,406 24% of AISI Allocation**

**Plans and budget must total 100% of AISI allocation**

## Happy Valley Junior High School Plan for AISI Funding

AISI Allocation Amount for 2004-2005 \$43,322

### CATEGORY 1: Focus on Supporting Teaching and Learning (minimum of 20% of AISI allocation)

#### Plan Details

- Principal and 5 ILT members at August Focus session (supply costs for time-in-lieu 5 x \$121) \$605
- Principal and 2 ILT members at monthly training, including IWT (supply costs 2 x 7 x \$121) 1,694
- O.1 FTE internal coverage/ILT time) 7,000

**Total: \$9,299 21% of AISI Allocation**

### CATEGORY 2: Best Practices Training (minimum of 20% of AISI allocation)

#### Plan Details

- PD Day: Shared leadership 5 x 135 \$ 675
- Supply 5 x 233 1,165
- Developing Expertise in Assessment 2 x 400 800
- Supply 2 x 6 x 121 1,452
- School Implementation of Thinking Maps 6,000
- Effective Math Instruction 1,600
- Supply 8 x 233 1,864
- Content related modules TBA and supply costs 3,000
- Resources to support the focus 4,000

**Total: \$24,556 57% of AISI Allocation**

### CATEGORY 3: Teacher Collaboration (minimum of 20% of AISI allocation)

#### Plan Details

- Teacher time for collaborative meetings and intervisitations \$9,467

**Total: \$9,467 22% of AISI Allocation**

**Plans and budget must total 100% of AISI allocation**

## Hershey High School Plan for AISI Funding

AISI Allocation Amount for 2004-2005 \$175,000

### CATEGORY 1: Focus on Supporting Teaching and Learning (minimum of 20% of AISI allocation)

#### Plan Details

- |  |         |
|--|---------|
| • Summer ILT Retreat 12 people x \$233/day | \$2,796 |
| • Training 6 people x 8 times x \$121      | 5,808   |
| • ILT meeting every month 12 x 13 x \$121  | 14,520  |
| • Professional Resource Materials          | 3,000   |
| • 0.2 FTE for lead teacher                 | 14,400  |

**Total: \$40,524 23% of AISI Allocation**

### CATEGORY 2: Best Practices Training (minimum of 20% of AISI allocation)

#### Plan Details

- |  |          |
|--|----------|
| • High School Consultants                        | \$26,000 |
| • 2 PD days – meeting logistics                  | 5,872    |
| • Reading PD day 25 people x \$125               | 3,125    |
| • Principal PD day                               | 125      |
| • AISI Assessment Module 15 dept heads x \$1,600 | 24,000   |
| • Supply time for module 15 x 8 x \$233          | 27,960   |

**Total: \$87,082 50% of AISI Allocation**

### CATEGORY 3: Teacher Collaboration (minimum of 20% of AISI allocation)

#### Plan Details

- |   |        |
|---|--------|
| • 4 half days per teacher 4 x 84 x \$121                            | 40,656 |
| • Collaborative team meetings costs (printing, resources, Journals) | 6,738  |

**Total: \$47,394 27% of AISI Allocation**

**Plans and budget must total 100% of AISI allocation**