  

Illinois Horizon Schools: Schools to Watch

2018-2019

Application

Initial Designation

Dear Applicant:

Enclosed you will find the *Illinois Horizon Schools-Schools to Watch* application documents. Before beginning the application process, we suggest you thoroughly review the attached Application Procedures.

Prior to completing the application for initial designation, schools are required to complete the on-line “Schools to Watch Self Study and Rating Rubric”. Data gathered through the rubric survey completion will facilitate and add meaning to the application process. For information on accessing the self-study rubric electronically, please contact: John Viano [jviano13@gmail.com](file:///C%3A%5CUsers%5CJDV123%5CDownloads%5Cjviano13%40gmail.com)

There is no fee for the application process.

Please note that the deadline for receipt of this application is November 1, 2018. Applicants will be notified via e-mail upon receipt of their application packet. The schedule for selecting our *Illinois Horizons Schools-Schools to Watch* is as follows:

|  |  |  |
| --- | --- | --- |
| October 1-November 1 | 2018 | Applications Accepted |
| November/December | 2018 | Semi-finalist schools will be contacted to schedule a one- or two-day visit. Schools not selected for visits will also be notified. |
| November-December-January-February | 2018-2019 | Site visits conducted |
| March | 2019 | *Illinois Horizon School-Schools to Watch* are formally announced. |
| June 26-29 | 2019 | National Schools to Watch Conference in Washington D.C. |

If after reviewing the application procedures and materials, you determine that your school no longer has interest in the initiative at this time, we encourage you to continue your efforts towards becoming an *Illinois Horizon School: School to Watch*. Examine the materials as guidelines for self-evaluation and reflection.

Please feel free to contact us if you have any questions concerning the selection, criteria, application process, or the program.

Sincerely,

Gary Weilbacher John Viano

Co-Director Co-Director

IHSTW IHSTW

Contact Information:

|  |  |
| --- | --- |
| School Name: |  |
| Street Address: |  |
| City, Zip-code: |  |
| Phone, Fax, Website: |  |
| Contact Name, E-mail: |  |

|  |  |
| --- | --- |
| Name of Principal: |  |

|  |
| --- |
| Members of Application Writing Team (Names, Positions, E-mail): |
|  |
|  |
|  |
|  |

SCHOOL CHARACTERISTICS FOR THE CURRENT YEAR:

1. In what year did your school become a member of AIMS? Note: Although any school can use the materials and/or make application, please remember that schools must be a member of AIMS in order to receive the distinction as an Illinois Horizon School to Watch.
2. What grades are included in your school?
3. What is your total enrollment?
4. What is the total number of students in your district?
5. Is your school on a traditional or a year-round calendar?
6. How long has your administrative staff been at your school?

|  |  |
| --- | --- |
| Principal |  |
| Assistant Principal (AP) 1 |  |
| AP #2 |  |
| AP #3 |  |
| AP #4 |  |

1. How are your instructional minutes organized for each grade-level (periods per day/block schedule, etc.)? You may answer below or attach a single sheet.
2. What courses are included (core, elective, exploratory) for each grade-level? You may answer below or attach a single sheet.
3. Other than the ISAT, what kinds of assessments tools are used in your school to measure student achievement? You may answer below or attach a single sheet.

DEMOGRAPHIC INFORMATION FOR THE CURRENT YEAR:

Answer the following questions for all students in each grade for the current year:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Total number in grade** | **5th** | **6th** | **7th** | **8th** | **Total number of students** | **% of Total enrollment** |
| African American |  |  |  |  |  |  |
| Asian/Asian American |  |  |  |  |  |  |
| Caucasian |  |  |  |  |  |  |
| Hispanic/Latino |  |  |  |  |  |  |
| Native American |  |  |  |  |  |  |
| Other |  |  |  |  |  |  |
| Totals |  |  |  |  |  | 100% |

Percentage and number of students eligible for free or reduced-price lunch:

Percentage and number of students who speak English as a second language:

Demographic information for last school year:

What was the average absentee rate of all students (percent) in your school during the previous school year?

What was the average absentee rate in your school for all teachers (percent) during the previous school year?

What was the school's suspension rate for the previous school year?

Complete the following table to illustrate your school's suspension data.

|  |  |  |
| --- | --- | --- |
| School Year | In School Suspensions | Out of School Suspensions |
|  | 1-10 Days | 10 + Days | 1-10 Days | 10 + Days |
| 2017-2018 | # of Different Students (Unduplicated Count) | # of Cases (Duplicated Count) | # of Different Students (Unduplicated Count) | # of Cases (Duplicated Count) | # of Different Students (Unduplicated Count) | # of Cases (Duplicated Count) | # of Different Students (Unduplicated Count) | # of Cases (Duplicated Count) |
| African American |  |  |  |  |  |  |  |  |
| Asian |  |  |  |  |  |  |  |  |
| Latino (a)/Hispanic |  |  |  |  |  |  |  |  |
| Native American |  |  |  |  |  |  |  |  |
| Caucasian |  |  |  |  |  |  |  |  |
| Other |  |  |  |  |  |  |  |  |
| Females |  |  |  |  |  |  |  |  |
| Males |  |  |  |  |  |  |  |  |

Write a separate paragraph that will help us understand your school's suspension data. You may answer below or attach a single sheet.

SPECIAL RECOGNITION:

Let us know about any research projects, grant awards, articles, projects, and special awards of which your school has been the subject or recipient. Please include the dates.

COLLABORATION REQUIREMENTS FOR SCHOOLS SEEKING DESIGNATION:

An additional requirement is to provide evidence indicating some type of collaboration with a currently designated Horizon School to Watch. This collaboration can involve a variety of activities, some of which are listed here:

* Visiting a Horizon School to observe practices that you wish to improve upon in your own school
* Receiving some form of staff development from a designated school
* Reviewing/Sharing/Using curricular, administrative, pedagogical materials from a designated school in order to improve your own practices
* Having a designated school proof-read your Horizon application
* Become a Network School member of the Association of Illinois Middle-Grade Schools (AIMS).
* Hosting site visits for staff from applying schools to observe practices
* Providing staff development activities or support at applying schools
* Sharing curricular, administrative, pedagogical materials
* Proof reading and editing Horizon applications
* Joining IHSTW teams on visits to school sites.
* Attendance and school representation at AIMS events such as Roundtables, Network Institutes or the annual Summer Splash
* Political involvement in middle-level issues. Schools attending the national STW summer conference in Washington D.C. will have the opportunity to visit the Congressman or Senator representing their local district or the state of Illinois at large.
* If designated or re-designated, schools are expected to attend the national Schools to Watch conference in Washington D.C. Illinois sites will be formally recognized at either a gala awards banquet or a re-designation brunch. Illinois schools are also encouraged to share their successes with peers from around the country by offering a presentation session at conference.

In addition to a brief narrative description of these activities, please provide a short letter from the designated school(s) involved in this collaboration.

Narrative:

Based on your completed Self-Study and Rating Rubric, write a 1-2 page narrative for each OF THE FOUR STW CRITERIA (e.g. Academic Excellence). Be sure to identify each criteria at the top of the page and include page numbering and your school's name on each page.

* If the application process has influenced or supported your school's practice, please include that information in your narrative.
* Narratives should use a 12-point font and 1 inch margins and should not exceed a total of eight pages

Who else can tell us about your school?

Provide the names and telephone numbers of two teachers, two parents, and two community members who can tell us about your school.

|  |
| --- |
| Teachers |
| Name | Position | Telephone Number |
| 1. |  |  |
| 2. |  |  |

|  |
| --- |
| Parents |
| Name | Grade-level of children | Telephone Number |
| 1. |  |  |
| 2. |  |  |

|  |
| --- |
| Community Members |
| Name | Name of Organization | Telephone Number |
| 1. |  |  |
| 2. |  |  |

Signature and Permission:

I give permission to the Association of Illinois Middle-Grade Schools & National Forum to Accelerate Middle Grades Reform to publish the information and materials included in this application on their respective publications and websites in order to help other schools move toward high performance. I understand that selection committee members may conduct a site visit to my school during the time span of November 2018 to March, 2019, and our school will host such a visit. My staff and I will cooperate in the data-gathering efforts to the fullest extent possible and will assist in obtaining the necessary releases for the publicity purposes. I recognize that being selected as an Illinois Horizon School will result in an increase of outside visitors and publicity. We are prepared to share our knowledge and experience with others in order to accelerate middle-grades reform.

|  |  |
| --- | --- |
| Principal's Signature: | Date: |
|  |  |
| District Superintendent/Designee's Signature: | Date: |
|  |  |

*Illinois Horizon Schools*

*Schools to Watch*

Longitudinal Summary of Student Achievement

|  |  |
| --- | --- |
| School Name: |  |

Use achievement data that is available at your school to provide evidence of growth in student achievement over time. In each box, please record the percentage of students meeting and exceeding state standards. In addition, if available, please attach the reports provided by the State Report Card.

|  |  |  |  |
| --- | --- | --- | --- |
|  | 2015-2016 | 2016-2017 | 2017-2018 |
|  | Reading, Math, LA | Reading, Math, LA | Reading, Math, LA |
| All 6th Grade Students |  |  |  |
| English-Language Learners |  |  |  |
| Socio-economically Disadvantaged Students (student receiving free/reduced lunch) |  |  |  |
| Special Education Students |  |  |  |
| OTHER Students (specify) |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | 2015-2016 | 2016-2017 | 2017-2018 |
|  | Science | Science | Science |
| All 7th Grade Students |  |  |  |
| English-Language Learners |  |  |  |
| Socio-economically Disadvantaged Students (student receiving free/reduced lunch) |  |  |  |
| Special Education Students |  |  |  |
| OTHER Students (specify) |  |  |  |

APPLICATION CHECKLIST

\_\_\_ Completed School Self-Study and Rating Rubric

\_\_\_ A completed & signed Application Packet

\_\_\_ State Report Card reports for Forms

\_\_\_ Narrative based on your completed rubric

  

**Illinois Horizon Schools: Schools to Watch**

**In collaboration with**

**The National Forum to Accelerate Middle Grades Reform**

**Application Cover Sheet**

Please type or print all information:

|  |
| --- |
| School Name: |
| School Address: |
| City, Zip: |
| School System: |
| School Phone: | School Fax: |
| School Web Address: |
| Total Enrollment: | Grade Configuration (6-8, K-8, etc.) |
| Principal's name (please print): |
| Principal's E-mail address: |
| Signatures of Application Writing Team & Position in Your School: |
|  |  |
|  |  |
|  |  |
|  |  |

Report Deadline: November 1, 2018

Mail and send an electronic copy of this completed application to:

Association of Illinois Middle-Grade Schools

3712 N. Broadway, Suite 180

Chicago, Illinois 60613

Electronic copy to: jviano13@gmail.com