Demonstration of Sufficient Progress Site Visit Inventory

Charter Holder Name: Desert Sky Community School, Inc.
School Name: Desert Sky Community School
Site Visit Date: February 17, 2015

Required for: Annual Report
Evaluation Criteria Area: Monitoring Instruction

Document Name/Identification	Intended Purpose and Discussion Outcome
[M.1] **Administrative Evaluation Form** **Lesson Plan Guide ACCRS Aligned** **Pedagogical Mentor** **Walkthrough and Observation** **2014.2015 Leadership Team Faculty Mtg** **other Meeting Notes for Teacher** **Prof.Den.Eval Correct the Action**	**Charter holder indicated the intended purpose of the document was to demonstrate:** the Charter Holder's process for monitoring the integration of standards into classroom instruction and how the Charter Holder monitors whether or not instructional staff implements an ACCRS-aligned curriculum with fidelity. **The documents provided demonstrate evidence of the following:** • The Administrator monitors integration of standards into classroom instruction using the Teacher Evaluation Tool and Best Practices Guidelines Checklist and Administrator Evaluator Form. • In addition to review of teachers' lesson plans, the tools for monitoring integration of standards, and implementation of ACCRS-aligned curriculum include: Observations and walkthroughs, a pedagogical mentor, Core teachers discuss strategies for integration of standards (discussions at weekly teacher meetings), record monitoring of integration of ACCR standards into instruction. Walkthrough and observations and pedagogical mentor documents consist of handwritten notes taken during classroom observations. • Lesson plans are reviewed, spot checks on lesson implementation and expectation of a trajectory of individual student growth is required by the leadership team from the teachers data points. Leadership Meeting notes record discussion of findings from lesson plan reviews and classroom observations. Notes identify issues with both lesson plans aligned to ACCR standards and adopted curriculum. • Lesson Plan Guide includes components for evaluating instructional planning including ACCR standards and Waldorf components. The tool has not yet been implemented at Desert Sky Community School.
[M.2] **2014.2015 Leadership Team Faculty Mtg** **other Meeting Notes for Teacher** **Prof.Den.Eval Correct the Action**	**Charter holder indicated the intended purpose of the document was to demonstrate:** how does the Charter Holder monitor the effectiveness of standards-based instruction throughout the year. **The documents provided demonstrate evidence of the following:** • The Charter Holder monitors the effectiveness of instruction by reviewing student growth as measured in progress reports, DIBELS, skills checklists, and state standardized testing as reflected in the minutes from Leadership Team Faculty Meetings. • The charter holder uses formative assessments to monitor how 'ready' the students are when the curriculum circles back round to the next level of the topic.

[M.3] **Eval Form & Notes – German Observation Oct 2013** **teacher eval spring 2012 Evaluation**	**Charter holder indicated the intended purpose of the document was to demonstrate:** the Charter Holder's process for evaluating instructional practices and how this process evaluates the quality of instruction. **The documents provided do not demonstrate evidence of the following:** • Instructional practice is evaluated by the Leadership Team. Evaluation includes classroom observation with follow-up meeting. Evaluation considers lesson plans (fidelity to curriculum, integration of standards, implementation), classroom management, accommodations and differentiating instruction to meet students' needs. Evaluation also addresses communication with parents, collegiality with other teachers, and professional development goals. • The Desert Sky Community School, Inc. Teacher Evaluation Tool and Best Practices Guidelines Checklist scores teachers in each of the criteria along a scale (Ineffective, Developing, Effective, Highly Effective). The evaluation tool template was provided but no completed evaluations were provided for either the current or prior year. **The documents provided do not demonstrate evidence of the described processes because:** no evidence of the use of the evaluation tool was provided for the current or prior year.
[M.4] **2014.2015 Leadership Team Faculty Mtg other Meeting Notes for Teacher Prof. Den.Eval Correct the Action** **2014_2015 Leadership Team_Faculty Meeting_Assessment_Curriculum_Student Achievement** **Walkthrough and Observation** **Meeting Notes Teacher.LT Notes Professional Development Eval Corrective Action 2012.2013**	**Charter holder indicated the intended purpose of the document was to demonstrate:** how this process identifies individual strengths, weaknesses, and needs. **The documents provided demonstrate evidence of the following:** • Desert Sky Community School Self-evaluation form includes an area for teachers to identify strengths, areas for improvement, and suggestions for improvement. The self-reflection is discussed with administrators and additional feedback is provided by administrators regarding each of these areas. (Meeting Notes page 12 of 22) • If a teacher's performance is insufficient (weaknesses compromise the quality of instruction), a Teacher Improvement Plan, with specific goals and deadlines supplements the evaluation. Teacher Improvement Plans identify specific areas of concern, actions to be taken by the teacher, the supports available to the teacher, a timeline for completion and how success for each action will be measured.

[M.5] **2014.2015 Leadership Team Faculty Mtg other Meeting Notes for Teacher Prof. Den.Eval Correct the Action** **2014_2015 Leadership Team_Faculty Meeting_Assessment_Curriculum_Student Achievement** **Meeting Notes Teacher.LT Notes Professional Development Eval Corrective Action 2012.2013**	**Charter holder indicated the intended purpose of the document was to demonstrate:** how the Charter Holder provides feedback on strengths, weaknesses, and learning needs based on the evaluation of instructional practices. **The documents provided demonstrate evidence of the following:** • Evaluation observations and analyses are brought to follow-up meetings with the teacher. • Desert Sky Community School Self-evaluation form includes an area for teachers to identify strengths, areas for improvement, and suggestions for improvement. The self-reflection is discussed with administrators and additional feedback is provided by administrators regarding each of these areas. (Meeting Notes page 12 of 22) • If a teacher's performance is insufficient (weaknesses compromise the quality of instruction), a Teacher Improvement Plan, with specific goals and deadlines supplements the evaluation. Teacher Improvement Plans identify specific areas of concern, actions to be taken by the teacher, the supports available to the teacher, a timeline for completion and how success for each action will be measured.
[M.6] **2014.2015 Leadership Team Faculty Mtg other Meeting Notes for Teacher Prof. Den.Eval Correct the Action** **2014_2015 Leadership Team_Faculty Meeting_Assessment_Curriculum_Student Achievement** **Walkthrough and Observation** **Meeting Notes Teacher.LT Notes Professional Development Eval Corrective Action 2012.2013**	**Charter holder indicated the intended purpose of the document was to demonstrate:** how the Charter Holder analyzes this information, what the data about quality of instruction tells the Charter Holder, and what the Charter Holder has done in response. **The documents provided demonstrate evidence of the following:** • If a teacher's performance is insufficient (weaknesses compromise the quality of instruction), a Teacher Improvement Plan, with specific goals and deadlines supplements the evaluation. Teacher Improvement Plans identify specific areas of concern, actions to be taken by the teacher, the supports available to the teacher, a timeline for completion and how success for each action will be measured.

[M.7] **Administrative Evaluation Form** **teacher eval spring 2012 Evaluation** **Eval Form & Notes – German** **DSCS, Inc. TEACHER EVALUATION-revised expanded tool -Best Practices Guideline**	**Charter holder indicated the intended purpose of the document was to demonstrate:** how the Charter Holder monitors instruction to ensure it is meeting the needs of students with proficiency in the bottom 25%. **The documents provided do not demonstrate evidence of the following:** • The Desert Sky Community School, Inc. Teacher Evaluation Tool and Best Practices Guidelines Checklist scores teachers in each of the criteria along a scale (Ineffective, Developing, Effective, Highly Effective). The evaluation tool template was provided but no completed evaluations were provided for either the current or prior year. • Classroom observations contain notes, but do not systematically monitor the quality of instruction of curriculum adapted to meet the needs of students in the bottom 25%. **The documents provided do not demonstrate evidence of the described processes because:** No evaluations were provided for the current or prior year. Observations consist of handwritten notes and do not demonstrate that monitoring of instruction for students in bottom 25% is consistently monitored.
[M.8]	• **NA**
[M.9] **Administrative Evaluation Form** **Eval Form & Notes – German** **teacher eval spring 2012 Evaluation** **DSCS, Inc. TEACHER EVALUATION-revised expanded tool -Best Practices Guideline**	**Charter holder indicated the intended purpose of the document was to demonstrate:** how the Charter Holder monitors instruction to ensure it is meeting the needs of Free and Reduced Lunch (FRL) students. **The documents provided do not demonstrate evidence of the following:** • The Desert Sky Community School, Inc. Teacher Evaluation Tool and Best Practices Guidelines Checklist scores teachers in each of the criteria along a scale (Ineffective, Developing, Effective, Highly Effective). The evaluation tool template was provided but no completed evaluations were provided for either the current or prior year. • Classroom observations contain notes, but do not systematically monitor the quality of instruction of curriculum adapted to meet the needs of FRL-eligible students **The documents provided do not demonstrate evidence of the described processes because:** No evaluations were provided for the current or prior year. Observations consist of handwritten notes and do not demonstrate that monitoring of instruction for FRL-eligible students.

[M.10] **Documentation of Student Progress_Progress Monitoring teacher eval spring 2012 Evaluation DSCS, Inc. TEACHER EVALUATION-revised expanded tool -Best Practices Guideline**	**Charter holder indicated the intended purpose of the document was to demonstrate:** how the Charter Holder monitors instruction to ensure it is meeting the needs of students with disabilities. **The documents provided demonstrate evidence of the following:** • An evaluation of the special education teacher from 2011-2012 was provided. The evaluation includes criteria for evaluating the teachers ability to make adequate accommodations for situation/ individuals **The documents provided do not demonstrate evidence of the described processes because:** no evidence of evaluations for the current or prior year were provided. Observations consist of handwritten notes and do not demonstrate that monitoring of instruction for students with disabilities.

I, Steve Sarmento, completed this Site Visit Inventory during the site visit conducted by the Arizona State Board of Charter Schools on February 17, 2015.

I, Shelly Adrian, received a copy of this document at the end of the site visit conducted by the Arizona State Board of Charter Schools on February 17, 2015.