Demonstration of Sufficient Progress Site Visit Inventory

Charter Holder Name: Excalibur Charter School, Inc.
School Name: Avalon Elementary
Site Visit Date: April 25, 2014

Required for: Renewal
Evaluation Criteria Area: Curriculum

Document Name/Identification	Intended Purpose and Discussion Outcome
Curriculum Maps and Lesson Plans	**Charter holder indicated the intended purpose of the document was to demonstrate: system for implementation of the curriculum** **ASBCS staff: alignment for 1st and 5th grade samples of lesson plans to curriculum maps; curriculum maps contained AZCCRS standards; 2nd grade lesson plans did not contain standards at the beginning of the year, but began containing standards later in the year, 2nd grade lesson plans did not align to curriculum maps in the beginning of the year but were revised during the year to follow school expectations and be in alignment; samples of curriculum maps were provided across grade levels; curriculum maps and lesson plans did use a consistent format** **<u>Samples of Curriculum Maps and Lesson Plans taken</u>: 1st grade--December 2-6, January 27-31; Story/Unit Crosswalk for ELA Frog and Toad Together and Mr. Bones Dinosaur Hunter** **5th grade—January 5-11; September 15-21;** **2nd grade – unit 2/week 2 ELA; Week 7 (old and new revised maps)** **A copy of this document was taken because: it demonstrates the school's use of its system to implement curriculum and the expectations of consistent implementation across the school; demonstrates that the curriculum**
Professional Development Documents **Task Analysis, Handout 5**	**Charter holder indicated the intended purpose of the document was to demonstrate: system for implementation of the curriculum** **ASBCS staff: these documents were provided from the professional development at the beginning of the year where expectations were set for curriculum mapping and lesson planning and tools and templates were provided to teachers** **A copy of this document was taken because: it demonstrates the schools process for the implementation of the curriculum and expectations for consistent implementation across the school**

Walk-Through Observation	**Charter holder indicated the intended purpose of the document was to demonstrate: system for implementation of the curriculum** **ASBCS staff: walkthrough observation ensures implementation of the standards through cross checks of lesson plan to standard taught.** **A copy of this document was taken because: demonstrates use of schools process for implementing the curriculum**
Subject Grade Level Curriculum Analysis and Revision Document	**Charter holder indicated the intended purpose of the document was to demonstrate: the system for evaluating and revising curriculum** **ASBCS staff: this document demonstrates process using AIMS data to identify revision/gap needs as curriculum/instruction/environment and identify future actions** **A copy of this document was taken because: it demonstrates process used to annually evaluate and revise curriculum**
Lesson Plans	**Charter holder indicated the intended purpose of the document was to demonstrate: adaptation of the curriculum to the needs of bottom 25% FRL subgroup** **ASBCS staff: lesson plans indicate strategies/curriculum adaptations for subgroup students including leveled readers, small group instruction, pull out classes with identified objectives, differentiation** **A copy of this document was taken because: it demonstrates the adaptation of the curriculum for subgroup students including FRL and bottom 25%**
Student information Sheet	**Charter holder indicated the intended purpose of the document was to demonstrate: collaboration between SPED teacher and classroom teachers to adapt curriculum to the needs of the SPED subgroup** **ASBCS staff: this document demonstrates collaboration between SPED teachers and classroom teachers.** **A copy of this document was taken because: demonstrates system to adapt the curriculum to the needs of SPED subgroup**

Arizona State Board for Charter Schools

Reading/Math Lab Daily Schedule	**Charter holder indicated the intended purpose of the document was to demonstrate: adaptation of the curriculum to the needs of bottom 25% FRL subgroup** **ASBCS staff: lab schedules demonstrate the times that students at each grade level who are in bottom 25% receive additional/supplemental instruction adapting the curriculum** **A copy of this document was taken because: demonstrates the schools adaptation of the curriculum to the subgroup needs**
Avalon Elementary Data Meetings	**Charter holder indicated the intended purpose of the document was to demonstrate: adaptation of the curriculum to the needs of subgroup students** **ASBCS staff: minutes demonstrate discussions of data and intervention plans for subgroup students and follow up by readdressing the strategies in later meeting** **A copy of this document was taken because: demonstrates the schools adaptation of the curriculum to the subgroup needs**

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Required for: Renewal
Evaluation Criteria Area: Curriculum

Document Name/Identification	Intended Purpose and Discussion Outcome
Graduation Plan Progress, ECAP, Modify Enrollments-Schedule	**Charter holder indicated the intended purpose of the document was to demonstrate: the process for enrolling students in appropriate courses to implement the curriculum** **ASBCS staff: the documents show the process from initial intake/ECAP to enrollment and continuous electronic monitoring of course assignment and completion; Acellus ensures students are enrolled in Math and ELA at all times** **A copy of this document** was **taken because: it demonstrates process for enrolling students in course to implement curriculum.**
Acellus Course Binder	**Charter holder indicated the intended purpose of the document was to demonstrate: implementation of the curriculum through pacing and alignment of the curriculum to the standards** **ASBCS staff: the binder indicates how the courses are divided into lessons and units and how the program provides continuous monitoring of pacing to ensure timely completing; demonstrates the curriculum is aligned to the standards.** **A copy of this document** was not **taken because: volume of the material, but the lessons correlate to the AZCCRS**
English 9A and 9B daily pacing and all courses semester pacing	**Charter holder indicated the intended purpose of the document was to demonstrate: the process for implementing the curriculum** **ASBCS staff: the document is a sample of the pacing guide that is used by the teacher to monitor student pacing and ensure timely completion of courses.** **A copy of this document** was **taken because: it demonstrates the process for implementing curriculum through monitoring lesson completion**

Math Schedule	**Charter holder indicated the intended purpose of the document was to demonstrate: demonstrates adaption of curriculum for bottom 25% students** **ASBCS staff: the document shows the adaption of the curriculum for bottom 25% students by providing Math intervention schedule** **A copy of this document** was **taken because: demonstrates adaption of curriculum for bottom 25% students**
Galileo Data Pictures and Student Reflection	**Charter holder indicated the intended purpose of the document was to demonstrate: demonstrates adaption of curriculum for bottom 25% students, special education, and FRL/Struggling students** **ASBCS staff: document shows process for identifying and assigning students to interventions and engaging students in curriculum** **A copy of this document** was **taken because: demonstrates process school uses for engaging students, and assigning interventions**
Excalibur Eng. 9A syllabus	**Charter holder indicated the intended purpose of the document was to demonstrate: the curriculum evaluation and revision process** **ASBCS staff: this document demonstrates the output from recent curriculum revisions, curriculum revisions are completed, and will be implemented as of next semester** **A copy of this document** was **taken because: demonstrates the output of the curriculum revision process**

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Charter Holder Name: Excalibur Charter School, Inc.
School Name: Avalon Elementary
Site Visit Date: April 25, 2014

Required for: Renewal
Evaluation Criteria Area: Instruction

Document Name/Identification	Intended Purpose and Discussion Outcome
Subject Grade Level Curriculum Analysis and Revision Document	**Charter holder indicated the intended purpose of the document was to demonstrate: the system for monitoring the implementation of the standards into instruction** **ASBCS staff: this document demonstrates process using AIMS data to identify revision/gap needs as curriculum/instruction/environment and identify future actions completed by the teachers for the teachers' own data to identify teacher weaknesses** **A copy of this document was taken because: it demonstrates process used to monitor the implementation of the standards into instruction**
Walk-Through Observation	**Charter holder indicated the intended purpose of the document was to demonstrate: the system for monitoring the implementation of the standards into instruction and evaluating the instructional practices of the teachers** **ASBCS staff: walkthrough observation ensures implementation of the standards through cross checks of lesson plan to standard taught. Copy of the document is given to teachers with a reflective question that is monitored and followed up in subsequent evaluations** **A copy of this document was taken because: demonstrates use of schools process for evaluating the instructional quality of teachers to provide analysis to the teachers**
Full-Cycle Process	**Charter holder indicated the intended purpose of the document was to demonstrate: the system for monitoring the implementation of the standards into instruction and evaluating the instructional practices of the teachers** **ASBCS staff: this document identifies the entire process of evaluation and monitoring through the school year** **A copy of this document was taken because: demonstrates use of schools process for evaluating the instructional quality of teachers to provide analysis to the teachers**

Protocol for Pre-Observation Conference and Completed Pre-Observation Form	**Charter holder indicated the intended purpose of the document was to demonstrate: use of process to evaluate the instructional practices of the teachers** **ASBCS staff: the protocol requires consideration of the curriculum, the sequencing of the lessons, learning outcomes, how differentiation has been implemented, how students will be assessed,** **A copy of this document** was **taken because: it demonstrates implementation of the process for evaluating the instructional practices of the teachers**
Danielson Formal Evaluation System/Framework	**Charter holder indicated the intended purpose of the document was to demonstrate: process to evaluate the instructional practices of the teachers** **ASBCS staff: this is the evaluation process/rubric the school is currently using to evaluate the instructional practices of teachers** **A copy of this document** was not **taken because: it is publicly available**
Avalon Elementary Data Meetings	**Charter holder indicated the intended purpose of the document was to demonstrate: adaptation of the monitoring of instructional strategies to the needs of subgroup students** **ASBCS staff: minutes demonstrate discussions of data and intervention plans for subgroup students and follow up by readdressing the strategies in later meeting** **A copy of this document** was **taken because: demonstrates the schools adaptation of the monitoring of instruction to the subgroup needs**
Intervention Strategies Documentation Form and Learning Behavior Problem Checklist by Hawthorne	**Charter holder indicated the intended purpose of the document was to demonstrate: adaptation of the monitoring of instructional strategies to the needs of subgroup students** **ASBCS staff: Intervention Strategies Documentation Form is a self-reporting form used by teachers and intervention specialists to monitor the implementation of strategies used with subgroup students. Checklist is used by teachers to identify the strategies that will be used (and monitored)** **A copy of this document** was **taken because: demonstrates the schools adaptation of the monitoring of instruction to the subgroup needs**

Principal's and Assistant Principal's Evaluation	**Charter holder indicated the intended purpose of the document was to demonstrate: evaluation of the instructional practices of teachers** **ASBCS staff: document demonstrates that principal has been evaluated as meeting the criteria with regards to ensure the curriculum is designed to promote student achievement, facilitate instructional practices, promoting sound instructional practices, using an assessment system to ensure high student achievement, ensuring teachers obtain appropriate professional development,** **A copy of this document was taken because: demonstrates evaluation of the principal in implementing processes around curriculum, monitoring instruction, professional development, and assessment.**

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School Name: Excalibur Charter School
Site Visit Date: April 25, 2014

Required for: Renewal
Evaluation Criteria Area: Instruction

Document Name/Identification	Intended Purpose and Discussion Outcome

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Demonstration of Sufficient Progress Site Visit Inventory

Charter Holder Name: Excalibur Charter School, Inc.
School Name: Avalon Elementary
Site Visit Date: April 25, 2014

Required for: Renewal
Evaluation Criteria Area: Assessment

Document Name/Identification	Intended Purpose and Discussion Outcome
Avalon/Excalibur Calendar	**Charter holder indicated the intended purpose of the document was to demonstrate: comprehensive assessment plan** **ASBCS staff: testing is highlighted and identified on academic calendar** **A copy of this document** was **taken because: demonstrates assessment plan**
Galileo Class Calendars	**Charter holder indicated the intended purpose of the document was to demonstrate: comprehensive assessment plan** **ASBCS staff: calendars demonstrate teachers use of Galileo to create and administer instructional dialogues based on the standards from the benchmark testing scoring level and the curriculum being administered at the time, assessments are adapted to needs of students in bottom 25%, SPED and FRL.** **A copy of this document** was **taken because: demonstrates comprehensive assessment including differentiated assessment of subgroup students.**
DIBELS data	**Charter holder indicated the intended purpose of the document was to demonstrate: implementation of DIBELS to assess and identify students in the bottom 25%, FRL, SPED** **ASBCS staff: demonstrates use of DIBELS** **A copy of this document** was not **taken because: contains student identifying information, but it identifies that testing is done more frequently of subgroup students.**

Avalon Elementary Data Meetings	**Charter holder indicated the intended purpose of the document was to demonstrate: assessment system that includes analysis of data and adaption of instruction using the data** **ASBCS staff: notes demonstrate teacher data discussions of Galileo and DIBELs data and action steps that come out of the evaluation** **A copy of this document was taken because: demonstrates data discussions at which teachers analyze and use data to adapt instruction**

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Required for: Renewal
Evaluation Criteria Area: Assessment

Document Name/Identification	Intended Purpose and Discussion Outcome
Galileo 2014 High School Testing Schedule	**Charter holder indicated the intended purpose of the document was to demonstrate: assessment plan** **ASBCS staff: document shows benchmarking dates** **A copy of this document** was **taken because: demonstrates school's plan for benchmarking testing**
Acellus Course Binder	**Charter holder indicated the intended purpose of the document was to demonstrate: assessment aligned with the curriculum** **ASBCS staff: the binder indicates how the courses are divided into lessons and units and how the program provides continuous monitoring of pacing to ensure timely completing; demonstrates the curriculum is aligned to the standards. Demonstrates that students are assessed through the program, also demonstrates adaption of the assessment system for struggling students/ bottom 25% by re-teaching/testing** **A copy of this document** was not **taken because: volume of the material, but the lessons demonstrate adaption for subgroup students, assessment aligned to the curriculum and standards**
Galileo Data Pictures and Student Reflection	**Charter holder indicated the intended purpose of the document was to demonstrate: demonstrates process used to evaluate and analyze data per student including subgroup students** **ASBCS staff: document shows process for identifying and assigning students to interventions and engaging students in curriculum and assessment data to ensure students gaps are identified per student including subgroup students** **A copy of this document** was **taken because: a strategy used to evaluate and analyze data individualized per student including subgroup students**

AIMS tracking log/Graduation test requirement	**Charter holder indicated the intended purpose of the document was to demonstrate: demonstrates process used to evaluate and analyze data per student including subgroup students** **ASBCS staff: document demonstrates that teacher is tracking AIMS proficiency toward graduation, identifying students for interventions and AIMS prep courses , monitors students by SPED identification** **A copy of this document** was not **taken because: student identifying information, but demonstrates strategy teacher uses to analyze and evaluate data**

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Demonstration of Sufficient Progress Site Visit Inventory

Charter Holder Name: Excalibur Charter School, Inc.
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Site Visit Date: April 25, 2014

Required for: Renewal
Evaluation Criteria Area: Professional Development

Document Name/Identification	Intended Purpose and Discussion Outcome
Principal's and Assistant Principal's Evaluation	**Charter holder indicated the intended purpose of the document was to demonstrate: evaluation of the instructional practices of teachers** **ASBCS staff: document demonstrates that principal has been evaluated as meeting the criteria with regards to ensure the curriculum is designed to promote student achievement, facilitate instructional practices, promoting sound instructional practices, using an assessment system to ensure high student achievement, ensuring teachers obtain appropriate professional development,** **A copy of this document** was **taken because: demonstrates evaluation of the principal in implementing processes around curriculum, monitoring instruction, professional development, and assessment.**
Avalon K-8 Professional Development 2013-2014	**Charter holder indicated the intended purpose of the document was to demonstrate: professional development plan** **ASBCS staff: the plan includes weekly professional development including SPED training, training on instructional strategies for struggling students (reading and math)** **A copy of this document** was **taken because: demonstrates professional development plan that addresses general population as well as subgroups including SPED and bottom 25% and FRL**
Teaching Reading Effectively Professional Development Training Materials	**Charter holder indicated the intended purpose of the document was to demonstrate: professional development that supports high quality implementation** **ASBCS staff: this is an example of the materials provided to teachers to support high quality implementation of professional development** **A copy of this document** was not **taken because: demonstrates the materials provided, but not taken because of the volume of materials**

Subject Grade Level Curriculum Analysis and Revision Document	**Charter holder indicated the intended purpose of the document was to demonstrate: the system for evaluating and revising curriculum** **ASBCS staff: this document demonstrates process using AIMS data to identify revision/gap needs as curriculum/instruction/environment and identify future actions through professional development, identified areas of weakness correlate to professional development provided at the beginning of the year** **A copy of this document was taken because: it demonstrates PD aligned to teacher learning needs and areas of high performance**
Close Reading in the Classroom Binder	**Charter holder indicated the intended purpose of the document was to demonstrate: professional development that supports high quality implementation** **ASBCS staff: this is an example of the materials provided to teachers to support high quality implementation of professional development that is intended to address the needs of struggling students including students in the bottom 25% and FRL** **A copy of this document was not taken because: demonstrates the materials provided to support high quality implementation, but not taken because of the volume of materials**
Principal's and Assistant Principal's Evaluation	**Charter holder indicated the intended purpose of the document was to demonstrate: evaluation of the instructional practices of teachers** **ASBCS staff: document demonstrates that principal has been evaluated as meeting the criteria with regards to ensure the curriculum is designed to promote student achievement, facilitate instructional practices, promoting sound instructional practices, using an assessment system to ensure high student achievement, ensuring teachers obtain and utilize appropriate professional development** **A copy of this document was taken because: demonstrates evaluation of the principal in implementing processes around curriculum, monitoring instruction, professional development, and assessment.**
Danielson Formal Evaluation System/Framework	**Charter holder indicated the intended purpose of the document was to demonstrate: process to evaluate the instructional practices of the teachers and follow up with professional development strategies** **ASBCS staff: this is the evaluation process/rubric the school is currently using to evaluate the instructional practices of teachers which includes evaluating teachers on the implementation of professional development** **A copy of this document was not taken because: it is publicly available**

Arizona State Board for Charter Schools

Task Analysis PD Binder	**Charter holder indicated the intended purpose of the document was to demonstrate: demonstrate professional development addressing high needs, addressing subgroup students** **ASBCS staff: the professional development materials indicate the Professional Development was provided to address the needs of the subgroup students including FRL and bottom 25%** **A copy of this document** was not **taken because: demonstrates the materials provided, but not taken because of the volume of materials**
Sept 20, 2013 Professional Development Sign in and Summary	**Charter holder indicated the intended purpose of the document was to demonstrate: demonstrate professional development addressing high needs, addressing subgroup students** **ASBCS staff: the professional development materials indicate the Professional Development was provided to address the needs of the subgroup students** **A copy of this document** was not **taken because: demonstrates professional development to address needs of subgroup students**

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Document Name/Identification	Intended Purpose and Discussion Outcome
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Teaching Reading Effectively Professional Development Training Materials	**Charter holder indicated the intended purpose of the document was to demonstrate: professional development that supports high quality implementation** **ASBCS staff: this is an example of the materials provided to teachers to support high quality implementation of professional development** **A copy of this document** was not **taken because: demonstrates the materials provided, but not taken because of the volume of materials**
Subject Grade Level Curriculum Analysis and Revision Document	**Charter holder indicated the intended purpose of the document was to demonstrate: the system for evaluating and revising curriculum** **ASBCS staff: this document demonstrates process using AIMS data to identify revision/gap needs as**

Document Name/Identification	Intended Purpose and Discussion Outcome
	curriculum/instruction/environment and identify future actions through professional development, identified areas of weakness correlate to professional development provided at the beginning of the year A copy of this document was taken because: it demonstrates PD aligned to teacher learning needs and areas of high performance
Close Reading in the Classroom Binder	Charter holder indicated the intended purpose of the document was to demonstrate: professional development that supports high quality implementation ASBCS staff: this is an example of the materials provided to teachers to support high quality implementation of professional development that is intended to address the needs of struggling students including students in the bottom 25% and FRL A copy of this document was not taken because: demonstrates the materials provided to support high quality implementation, but not taken because of the volume of materials
Principal's and Assistant Principal's Evaluation	Charter holder indicated the intended purpose of the document was to demonstrate: evaluation of the instructional practices of teachers ASBCS staff: document demonstrates that principal has been evaluated as meeting the criteria with regards to ensure the curriculum is designed to promote student achievement, facilitate instructional practices, promoting sound instructional practices, using an assessment system to ensure high student achievement, ensuring teachers obtain and utilize appropriate professional development A copy of this document was taken because: demonstrates evaluation of the principal in implementing processes around curriculum, monitoring instruction, professional development, and assessment.
Danielson Formal Evaluation System/Framework	Charter holder indicated the intended purpose of the document was to demonstrate: process to evaluate the instructional practices of the teachers and follow up with professional development strategies ASBCS staff: this is the evaluation process/rubric the school is currently using to evaluate the instructional practices of teachers which includes evaluating teachers on the implementation of professional development A copy of this document was not taken because: it is publicly available
Task Analysis PD Binder	Charter holder indicated the intended purpose of the document was to demonstrate: demonstrate professional development addressing high needs, addressing subgroup students

Document Name/Identification	Intended Purpose and Discussion Outcome
	ASBCS staff: the professional development materials indicate the Professional Development was provided to address the needs of the subgroup students including FRL and bottom 25% **A copy of this document** was not **taken because: demonstrates the materials provided, but not taken because of the volume of materials**
Sept 20, 2013 Professional Development Sign in and Summary	**Charter holder indicated the intended purpose of the document was to demonstrate: demonstrate professional development addressing high needs, addressing subgroup students** **ASBCS staff: the professional development materials indicate the Professional Development was provided to address the needs of the subgroup students** **A copy of this document** was not **taken because: demonstrates professional development to address needs of subgroup students**

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Charter Holder Name: Excalibur Charter School, Inc.
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Site Visit Date: April 25, 2014

Required for: Renewal
Evaluation Criteria Area: Data

Document Name/Identification	Intended Purpose and Discussion Outcome

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Demonstration of Sufficient Progress Site Visit Inventory

Charter Holder Name: Excalibur Charter School, Inc.
School Name: Excalibur Charter School
Site Visit Date: April 25, 2014

Required for: Renewal
Evaluation Criteria Area: Graduation

Document Name/Identification	Intended Purpose and Discussion Outcome
Summer School Available	**Charter holder indicated the intended purpose of the document was to demonstrate: strategies to ensure students graduate on time** **ASBCS staff: the documents offer summer school to students who are behind on lessons and are not predicted to complete by May, documents course and lesson number as well as student** **A copy of this document was taken because: it demonstrates strategies to ensure students graduate on time**
Graduation Plan Progress, ECAP, Modify Enrollments-Schedule	**Charter holder indicated the intended purpose of the document was to demonstrate: the process for enrolling students in appropriate courses and monitoring pacing to ensure students graduate on time** **ASBCS staff: the documents show the process from initial intake/ECAP to enrollment and continuous electronic monitoring of course assignment and completion; Acellus ensures students are enrolled in Math and ELA at all times** **A copy of this document was taken because: it demonstrates a strategy for ensuring students graduate on time**
Excalibur Schedule	**Charter holder indicated the intended purpose of the document was to demonstrate: a strategy for ensuring students graduate on time** **ASBCS staff: schedule indicates that beyond the school day students are provided the opportunity to credit recover and/or tutoring** **A copy of this document was taken because: it demonstrates a strategy used to ensure students graduate on time**
Math Schedule	**Charter holder indicated the intended purpose of the document was to demonstrate: demonstrates strategies to ensure students graduate on time** **ASBCS staff: the document shows that students are provided Math interventions** **A copy of this document was taken because: demonstrates a strategy used to ensure students graduate on time**

Galileo Data Pictures and Student Reflection	**Charter holder indicated the intended purpose of the document was to demonstrate: demonstrates strategies to ensure students graduate on time** **ASBCS staff: document shows process for identifying and assigning students to interventions and engaging students in curriculum and assessment data to ensure students gaps are identified** **A copy of this document** was **taken because: a strategy used to ensure students graduate on time**
AIMS tracking log/Graduation test requirement	**Charter holder indicated the intended purpose of the document was to demonstrate: demonstrates process used to evaluate and analyze data per student including subgroup students to ensure students graduate on time** **ASBCS staff: document demonstrates that teacher is tracking AIMS proficiency toward graduation, identifying students for interventions and AIMS prep courses , monitors students by SPED identification** **A copy of this document** was not **taken because: student identifying information, but demonstrates strategy teacher uses to analyze and evaluate data and ensure students graduate within 4 years**

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