

Transformations Advisory Group, LLC

Statement of Work for District 186: Consulting Services for Instructional Leadership, Ambitious and Equitable Instruction, and Data-Driven Culture

Scope of Services

Following extensive discussions with District 186 Leadership, Transformations Advisory Group proposes a customized engagement to support the development of Instructional Leadership, Ambitious Instruction, and a Data-Driven Culture. This engagement is specifically tailored to meet the unique needs of **Lanphier High School**, informed by our comprehensive analysis, research, and previous discussions.

We recognize that each school has distinct challenges and strengths, and we are committed to refining our approach as we gather more input and insights from school leaders and faculty. The design, implementation, and training provided by Transformations Advisory Group will encompass the administration and faculty of Lanphier High School. Our focus areas include:

- **Instructional Leadership:** Enhancing the capacity of school leaders to guide and inspire effective teaching practices.
- **Ambitious and Equitable Instruction:** Developing robust, equitable instructional strategies that challenge and support all students.
- **Data-Driven Culture:** Cultivating a culture that leverages data to inform decision-making, track progress, and improve student outcomes.

This comprehensive engagement is subject to revision based on the specific needs and feedback of the school leaders as we continue to collaborate and learn more from each school.

Instructional Leadership

- **Implementation of Data-Driven Practices:** Provide ongoing support to school staff in implementing data-driven practices aimed at improving student achievement. This includes training and coaching on the use of data to inform instructional decisions.
- **Equitable Learning Opportunities:** Assist school leadership in ensuring that all students have access to equitable learning opportunities. This involves identifying and addressing disparities in student outcomes and providing targeted support where needed.
- **Expertise in Data Utilization:**
 - **Investigate Data Trends:** Analyze student data at various levels (school-wide, grade level, class, subject, subpopulations) to identify trends and areas for improvement.
 - **Data-Driven Programs:** Collaborate with school leaders to understand, model, and develop data-driven analysis and student on-track performance improvement programs.
 - **Understanding Diverse Data Types:** Support school leadership in embedding the understanding and use of a variety of data (operational, behavioral, and instructional) into their daily/weekly practices to evaluate teaching and learning outcomes.
 - **Data Analysis Protocols:** Guide school leadership and staff in utilizing data analysis protocols at the grade level, department, and whole-staff levels to ensure a systematic approach to data utilization.

- **School Work Plan Execution:** Assist in the execution of initiatives outlined in the School Work Plan (SWP) to achieve school-wide goals, ensuring that data-driven insights inform these initiatives.

Ambitious Instruction

- **Focused Planning:** Ensure that teachers and PLCs prioritize essential standards and curricular objectives throughout the planning process, aligning with AVID's organizational strategies.
 - **Organization (WICOR):** Encourage teachers to utilize AVID's organizational tools and frameworks to structure lesson plans and unit plans effectively. This includes using tools like AVID's One-Pagers or Cornell Notes to outline clear learning objectives and strategies for differentiation.
- **Collaborative Analysis:** Facilitate PLCs in using structured protocols to analyze student work, integrating AVID's collaborative strategies.
 - **Collaboration (WICOR):** Implement AVID's collaborative structures such as the Philosophical Chairs or Socratic Seminars to deepen PLC discussions on student work analysis. These strategies promote critical thinking and diverse perspectives among educators.
- **Research-Based Strategies:** Support school leaders in identifying and implementing common instructional strategies grounded in research, incorporating AVID's emphasis on inquiry and evidence-based practices.
 - **Inquiry (WICOR):** Promote AVID's inquiry-based learning approach through strategies like the focused note-taking process (FNT) to encourage students to question, explore, and analyze information deeply.
 - **Reading and Writing (WICOR):** Integrate AVID's reading and writing strategies into instructional practices, such as incorporating annotation techniques for reading comprehension and structured writing activities like the AVID Writing Process to enhance student literacy skills across disciplines.

Strong Data Focus

- **Data Management and Inquiry Approach:** Through on-site coaching, professional development, and our institute, we assist the School Improvement Team (SIT/ILT) and teacher teams in creating, refining, and executing the following:
 - **Data Analysis Protocols:** Develop and implement data analysis protocols by grade level, department, and whole staff to ensure systematic data use across the school.
 - **Core Team Analysis:** Guide the core team in analyzing data to determine instructional trends and needs and facilitate sharing these results with the entire staff for discussion and planning.
- **Professional Development:** Support school leaders in creating and implementing professional development plans that emphasize data analysis of academic progress and disciplinary trends among student populations. This builds capacity for data-driven decision-making at all levels.
- **Effectiveness of Practices and Interventions:** Assist the school team/MTSS team in reviewing and analyzing data to assess the effectiveness of selected practices and interventions. Ensure that data is communicated to stakeholders to foster transparency, continuous improvement, and equity in practices.

Project Summary:

- Engage in 50 hours of in-person and virtual coaching sessions with principal/administrative team, lead professional development with Lanphier Instructional team and teachers which will focus on instructional leadership and associated change management efforts.
- The schedule of meetings, professional development and other associated tasks is flexible to the needs of Lanphier High School Leadership.

Pricing and Budget

The Transformations Advisory Group commits to supporting the identified components throughout the remainder of the 2024-2025 school year, as outlined in the initial project scope detailing areas of focus, number of visits, and hours of support.

The estimated cost for this engagement is \$10,000, covering planning and preparation, staff time, facilitation, coaching, professional development, and debriefing with school and district leadership. This estimate is subject to adjustment based on any revisions to the schedule and scope of work, as detailed below.

Activities		Cost
Coaching, Professional Development, and Support at Lanphier High School (including both on-site and virtual sessions)	December 2024 – June 2025	\$10,000
	Total:	\$10,000