**National Forum to Accelerate Middle-Grades Reform**
**and**
**California Schools to Watch**

# Schools to Watch® 2021
# New Designation Application
# for the State of California

**May 8, 2020**

# National Forum to Accelerate Middle-Grades Reform
# New Schools to Watch Designation Application

## Part I: Descriptive Information

- School Name:
- School District/LEA:
- School Address:
- School Phone:
- School Website
- Name of Principal:
- Number of Years as Principal of this School:
- Principal's Email Address:
- Secondary Contact Person's Name:
- Secondary Contact Person's Email Address:
- Use the Application Writing Team PDF to list all members of the STW® Application Writing Team (names and positions). Have each member sign in the appropriate space (digital signatures accepted).
- Name your PDF as follows: state abbreviation, school name, Writing Team 2021 (Change the state and school name to match your school. i.e., CAsouthwesternmsWriting Team2021).
- You will upload this document with other documents through a Google form later.

**School Demographics and Characteristics**

- Please make a copy of the Google Sheet STW® 2021: School Demographics and Characteristics.

- Save it on your Google Drive using the file name of state abbreviation, school name, Demographics2021 (change the state and school name to match your school, i.e., CAsouthwesternmsDemographics2021).

- Download your completed Demographics document as a PDF from the Google Sheet so you can submit it with your application. Use the same naming convention.

- You will upload this document with other documents through a Google form later.

**Suspension Data for the Most Recently Completed School Year**

- Please write a paragraph that will help us understand your school's suspension policy data. Describe your school's suspension policy and the interventions in place to meet the needs of students suspended either in or out of school. Write here and take as much room as needed:

- Please explain any unusual incidents of suspension greater than five days that may have skewed the reported suspension data for 2017-18 (e.g., suspensions for weapons violations, bomb threats, etc.). Write here and take as much room as needed:

**Programmatic Information for the Current School Year**

*Please complete the questions below regarding the programmatic information for your school. Please answer after each question and take as much room as needed.*

- How are your instructional minutes organized for each grade level (periods per day; block schedule; flexible block; semestered; self-contained; departmentalized, etc.)?

- What courses are taught at each grade level and for how long (if applicable)?

- For students needing Academic Intervention Services and/or other mandated services, how are you ensuring that they receive required instruction in those standards areas for which there are no mandated state assessments?

- What special opportunities/experiences does your school provide students that are designed to connect them to the school, to make them feel successful, and to create a positive school climate and culture?

- Describe the programs and/or services provided English Language Learners (ELL), if applicable, and provide evidence of their impact on student achievement.

- Describe the programs and/or services provided students with disabilities, if applicable, and provide evidence of their impact on student achievement.

- If any subgroup in your student population did not meet standards in one or more subjects last year, please describe the steps taken to meet the needs of these students at your school.

**Special Recognitions**

*Please complete the questions below regarding any special recognitions for your school.*

- Please let us know about any research projects, grant awards, articles, projects, or special awards of which your school has been the subject or recipient in the last three years. Please include dates, sponsors of awards, article titles, etc. Write here and take as much room as needed:

**Collaborative Process**

*Please complete the question below regarding the collaborative process at your school.*

- Completing the STW® initial designation application should be a collaborative process involving the entire school community. Write a paragraph describing the process used at your school, noting specifically the level of involvement of teachers, counselors, administrators, the school's shared decision-making committee, and any others. Write here and take as much room as needed:

## Part II: Narrative

**Section A: Schools to Watch® Domain Narrative**

*For each of the four STW® Self-Study domains (Academic Excellence; Developmental Responsiveness; Social Equity; and Organizational Structure and Processes), write one to two pages for each domain substantiating your school's ratings on the Self-Study and Rating Rubric for the aspects of the self-rating scale. Providing evidence is the key.*

- Academic Excellence (1-2 pages)
- Development Responsiveness (1-2 pages)
- Social Equity (1-2 pages)
- Organizational Structure and Process (1-2 pages)

Write these pages here:

**Section B: Plans for the Future (1-2 pages)**

- Write an additional 1 to 2 pages explaining your school's plans for the future. How will your school maintain your upward trajectory? The narrative should include the following:
    - Identified priority need areas, action plans, anticipated outcomes, and expected support from the upper administration, and
    - Steps the school/district intends to take in the future to orient and acclimate new staff to ensure they are familiar with the STW program and the culture and expectations of the school.

Write these pages here:

## Part III: Recent Changes

**New Designation Applications Only**

- Describe any recent changes in the school, district, or community that have impacted the school. Write here:

- Please describe any changes in the upper administration or building administration that have occurred in the past year.

- Please detail the changes that have occurred in the teaching staff (turnover) in the past year.

- If there have been any school budget issues in the past year, please explain their impact on the middle-level school's operations, staffing, and programs.

- Please describe any changes in the school's organization, structure, program, or demographics in the past year.

- Please describe any major changes in the master schedule in the past three years.

- Please describe any changes in the past year in how students are grouped and/or assigned to classes.

## Part IV: Assurances

- Carefully read the Assurances PDF document, download it, and have both the principal and superintendent sign and date the document (digital signatures accepted).
- Save your signed PDF document with the following file name: state abbreviation, school name, Assurances2021 (Change the state and school name to match your school, i.e., CAsouthwesternmsAssurances2021).
- You will upload this document with other documents through a Google form next.

**FINAL STEPS!**

☐ Save this document as a PDF with the following file name: state abbreviation and school name to match your school, i.e., CAsouthwesternmsAPPLICATION2021.

☐ Submit via email to your STW® State Director (stw@leagueofschools.org) and the National Forum (nationalforum@middlegradesforum.org) the following:

1. The Application PDF (this document)
2. The Application Writing Team PDF
3. The School Demographics and Characteristics PDF
4. The Self-Study Rating Rubric Results PDF (you will receive in an email from CPRD)
5. The Assurances PDF

☐ Complete the National Forum's Digital Uploads Google form.

**Congratulations, it's done!**