

Vicksburg Community Schools Proposal Form with Guidance

Send completed *Proposal Form* and supporting documents to the Curriculum office by March 1st.

This form will be used as your proposal cover sheet. Check each item as you edit or create your final draft.

- This proposal is for:
 - Pilot Program
 - Proposed Curricular Change
 - Proposed Instructional Resource Change

 - Proposal Background & Overview – Write a narrative that includes:
 - Relevant background/history.
 - Problem or other basis for the proposal (i.e. student needs, etc.).
 - Reasons for making the change.
 - Targeted School Improvement Goals

 - Complete Description of Proposed Change(s):
 - List all major changes, components and/or strategies of the proposal.
 - Give rationale for each change (base the rationale on research or best practice information).
 - Include new course/textbook title, course/textbook replaced, credit, and prerequisite(s).
 - Attach the current content expectations, course outline, and/or general syllabus.

 - Implementation Plan
 - Give a full explanation of the implementation timeline, action items, and responsibilities for implementing.
 - *Itemize, in detail, all proposal costs. Include 1st year costs and a budget to maintain the proposal after implementation. Include resource needed to support change. (texts, soft/hardware, web-based license, consumables, training, substitute cost for training, equipment, personnel).

 - Anticipated/Expected Impact
 - Explain the anticipated proposal outcomes. Describe how the proposal will impact students, staff, and the instructional program. Include expected gains in student success. Include how this proposal articulates with other courses/levels in this subject area & across the curriculum.

 - Proposal Evaluation Plan and Student Achievement
 - Explain how this proposal will be evaluated, the timeline used, what data is to be collected (survey results, national, state, district, or classroom assessments), and how the evaluation will be reported.
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Title of Proposal: ReadyGen 2016 Proposal Author(s): Stephanie Mallery

Department and Curriculum Area: Elementary English Language Arts Building: All Elementary Buildings

Committee Members: Approximately 36 VCS K-5 Teachers (see attached)

Administrator's Signature: *Gail Van Daff*

Dates of Anticipated Review and Action: DSISC: April 22, 2016 BOE: May 9, 2016

VCS Proposal for ReadyGen, 5-2016 5/4/2016

*Include Attachment

(To be completed by Director of Curriculum and Instruction upon receipt of proposal.)


Date Received: 4/27/2016

Comments on proposal:

Very comprehensive and well-thought out. Plan for implementation and evaluation are nicely outlined.
Participation and input from a variety of stakeholders was exceptional.

RESPONSE:

- Need more information: [Click here to enter text.](#)
- Need to consult with:
 - the building principal(s) affected by this proposal
 - curriculum area chairperson
 - Other: [Click here to enter text.](#)
- Proceed as outlined in the proposal**



Director of Curriculum and Instruction

4/27/16

Date

Proposal Background & Overview:

Proposal History and Background.

Winter 2015:

- Teacher input and discussion on current VCS K-5 ELA Resources
- Proposal to investigate piloting resources aligned to the CCSS. Current resources did not align with ELA Common Core State Standards

May 14, 2015:

- Reading Committee chose to pilot both *ReadyGen (2016)* and *Making Meaning 3rd Edition*

August 2015-April 2016:

- Making Meaning+ and ReadyGEN training throughout the 2015-16 school year with all piloting teachers: ELA CCSS Shifts, material specific training, Publisher's Criteria Training, IMET training

April 15, 2016

- Program evaluation meeting where all piloting teachers participated in completing the Instructional Materials Evaluation Tool (IMET)

April 18-22, 2016

- IMET Data Analysis
- IMET Results: 17 out of 18 or 94% of our ReadyGEN piloting teachers rated ReadyGEN with a "Meets," for a final score on the IMET. When analyzing the Making Meaning+ piloting data, 100% of the Making Meaning+ piloting team rated Making Meaning+ with a "Does Not Meet," for the final score on the IMET
- ReadyGEN resource quote

April 28, 2015

Piloting results shared with piloting teams

April 29, 2016

Piloting results shared with all K-5 staff

May 9, 2016

Proposal to Vicksburg Community School Board of Education

Targeted School Improvement Goal: All students in Vicksburg Community Schools will be proficient in reading.

Complete Description of Proposed Change(s):

Major changes, components or strategies of proposal.

K-5 teachers will be transitioning from a composite balanced literacy ELA program that contains multiple components (*Making Meaning* (BK-5), *Being a Writer* (K-5), *Making Words* (K-2), *Spelling Connections* (3-5) and *Six Minute Solution* (2-5)) to a single balanced literacy core ELA resource titled *ReadyGEN 2016*.

ReadyGEN 2016 is an integrated literacy curriculum that equips students and teachers with the tools necessary to meet the heightened literacy expectations of the CCSS. Authentic, rigorous text sets that build knowledge around unit themes actively engage students, and a complete array of print and digital resources provide teachers with the daily support they need while offering the flexibility they desire. *ReadyGEN 2016* is aligned and offers materials to teach all the strands of the ELA CCSS: Reading, Writing, Foundational Skills, Writing, Speaking and Listening and Language. A complete list of content expectations is available at this link: [ELA Common Core State Standards](#).

Implementation Plan:

Implementation strategies

Timeline	Action Item	Person Responsible
Spring 2016	Proposal to VCS School Board	Stephanie Mallery, Gail Van Daff
Spring 2016	Creation of a transition plan (communication, training, instructional coaching, priority standards, pacing guide, assessment, new ELA CCSS report card)	Stephanie Mallery, Gail Van Daff, subgroup of piloting teams, building administrators
	Implement transition plan (see above)	Stephanie Mallery, Gail Van Daff, subgroup of piloting teams, Instructional Coaching Team, Elementary ELA report card committee, Building Administrators
Spring 2016	<i>ReadyGEN 2016</i> materials order to Pearson	Stephanie Mallery, Rachel Roth
Summer 2016	<i>ReadyGEN 2016</i> materials distribution	Stephanie Mallery, Rachel Roth, Pearson Representative
Fall 2016	Activation Implementation Essentials Training day	Stephanie Mallery, Gail Van Daff, Pearson Representative, Instructional Coaching Team, Building Administrators, Elementary Teachers/Staff
Fall 2016-Spring 2017	On-going <i>ReadyGEN 2016</i> training and instructional coaching with all K-5 teachers	Stephanie Mallery, Gail Van Daff, Instructional Coaching Team, Building Administrators
Spring 2017	Review and planning for implementation in 2017-2018	Stephanie Mallery, Gail Van Daff, Instructional Coaching Team, Building Administrators, subgroup of teachers

Description	Amount Free	Amount Charged	
ReadyGEN2016	\$ 175,074.76	\$ 192,028.77	(over six years)
Possible Additional Annual Costs			
	Student workbooks	\$ 11,216.25	\$9.97 @ approx. 1125
	Damaged/lost materials	?	
	Additional classrooms	?	

Anticipated/Expected Impact:

Proposal outcomes

- Students will perform proficiently on the new state assessment that is aligned to Common Core State Standards as well as district and classroom assessments.
- Students will experience an increase in the rigor of instruction and assessment and integration with other content areas (e.g. science, social studies)
- Teachers will be provided with consistent goals, benchmarks, and instructional resources to ensure students are progressing on a path for success in college and career.

Proposal Evaluation Plan and Student Achievement:

Evaluation and assessment

The effectiveness of this new resource will be evaluated as follows:

Timeline	Action	Responsible/Reporting Method	Evaluation Reports
September, November, January, March, and May	Collect and analyze District reading assessment data (SEL/STAR)	Building and District Leadership Teams	District and School Improvement Committee meetings
Approximately 1x/marking period	Collect and analyze end-of-module performance tasks and end-of-unit assessments	Grade Level Teams with Instructional Coaches	Collaborative Teacher Team meetings
June/September	Collect and analyze State ELA assessment data	Building and District Leadership Teams	District and School Improvement Committee meetings