

American Reading Company Staff Development Report

Focus: **STEP 3: READING LEVELS DETERMINED AND MONITORED (RtI SCREEN)**

School:		District:		Date of Visit:
School Address:				
Principal:		Site Coordinator:		Date of Report:
ARC Coach		ARC Program		Total Classrooms in school
% Students at Steps Target		% Students Reading on Gr. Level		Total Classrooms visited
Total Classrooms Using Program in Literacy Block			Type of visit: <input type="checkbox"/> Fishbowl <input type="checkbox"/> One-on-One	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Principal met with ARC Coach at beginning and at end of each visit for Action Planning			

Step 1: Principal Leadership

The Principal should participate in a minimum of **2** classroom sessions and **1** Leadership Team Meeting every day the ARC coach is in the building. The Site Coordinator should participate in every classroom session and all meetings with the ARC coach. The goal is for the school leadership team to learn to run the program independently.

		Fishbowl/ Demonstration Lessons/ Grade Group Meetings	Individual Teacher Consultations	Leadership Team Meetings
# attended by Principal/total				
# led by Principal/total				
# attended by Site Coordinator/total				
# led by Site Coordinator/total				
Other attendees	District			
	ARC Staff			

Step 2: Teacher Expertise

It is crucial that every teacher attend the fishbowls. The Site Coordinator and Principal will follow up with those classrooms which did not receive a 1-1 support visit with the ARC coach.

	Fishbowl/ Demonstration Lessons/ Grade Group Meetings	Individual Teacher Consultations
Date(s)		
Classrooms (grades) that attended training		
Classrooms (grades) that did not attend training		
Percentage attending training		

Step #3: Reading Levels Determined and Monitored (RtI Screen)

Every student is assessed to determine reading proficiency level using national standards for reading. Levels are entered into KidPace Student Data-Tracker.

Scale for estimates below: 4 = High (90-100%); 3 = Medium (75-89%); 2 = Low (50-74%); 1 = less than 50%
ESTIMATES ARE BASED ON DATA COLLECTED DURING THIS VISIT ONLY.

Step #3: Reading Levels Determined Look-Fors	4	3	2	1
12. By the end of the first week of school, the reading level of every student is determined.				
13. Students participate in the reading level assessment process.				
14. Baseline reading levels are entered in KidPace student data tracker.				
15. Tier II and Tier III students are identified.				
Key Metric: % of students sampled with accurate levels.				

Please see *12 Action Steps Checklist* for a listing of all components for all 12 steps.

Comments:

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Leadership Team Action Planning

School:

Meeting Date:

Participants:

TOP FIVE Next Steps		Owner	Deliverable Date
1			
2			
3			
4			
5			

We hope this information will be shared with all relevant staff and prove useful in reflection, celebration and planning next steps. American Reading Company staff looks forward to working with, supporting, and celebrating the continued success of _____ School.

CC:

Enclosure: 12 Action Steps Checklist