

EBP PHASE 2 SUMMARY REPORT
2017-2018
(CENTRAL QUEBEC SCHOOL BOARD)

**Note to reader: Modified version of report submitted by board. Financial information has been removed for sharing purposes.*

Project 1 (Implementation of a Coaching/Mentoring Initiative)

Goals and Activities

Micheline Gagné, a principal at St. Vincent Elementary School continued her work with new administrators on their skills in leading change and in moving PLC's forward in their buildings.

Outcomes

Targeted administrators will see an increase in their capacity to lead their teams.

- Evidence of effectiveness will be gathered through conversations, observations, etc..
- Mme. Gagné keeps a journal of her meetings, and has produced a brief report that is annexed to this report.

Project 2 (Collaborative Teams-Killingbeck Accompaniment-Implementation of the Fourth Cohort')

Goals and Activities

This is the fourth year of our accompaniment model. The two schools (QHS and SVS) visited target schools at Fairfax County Public Schools in Fairfax, Virginia. The topic for the visits was RTI, collaborative teams, and use of evidence to drive decisions.

Outcomes

School teams were given documents ahead of time to give them guiding questions to use on the visits. Throughout the year, the Educational services team attended meetings with the school teams. This was one of the most successful Killingbeck visits yet. The elementary school, St. Vincent has created a Leadership Team, and has been working with the Principal and Vice-Principal to move PLC's and RTI forward. The secondary team at QHS has been meeting among themselves once per cycle but has not transferred their expertise to other departments.

Project 3 (Culture for Collaborative School Teams with Tom Hierck)

Goals and Activities

Research tells us that the key to successful implementation of PLC's lies in the ability of the school leadership team to move the staff forward. A key factor in this process also revolves around the prevailing culture found within a school. Tom Hierck has been to CQSB on two occasions to work with the administrators and several schools on his work, "Starting A Movement". He returned to Central Quebec on October 6th to work with admin. teams as well as teams of key teachers from our schools on the development of competencies of effective leadership within a PLC.

Outcomes

Following the work with Tom Hierck, the CQSB Educational Services carried out follow-ups with the teams and will do a survey, and school visits to gage change in practice.

Increased and improved PLC's in our schools should lead to improved practice and student success.

Tom Hierck returned to CQSB and worked with individual schools in April of 2018. He spent 9 days at CQSB and did one-day sessions with St. Vincent School, JSMS (3 days), Maclean Memorial, Everest, and St. Patrick's.

Project 4 (Implementation of the RTI Framework-Identifying the Essential Learning Goals)

Goals and Activities

The work of unwrapping the essential learning goals was designed to be done in stages; With literacy and numeracy as our priority, the ELA, Math and French consultants will work with Sec. ELA, Math Cycle 3 Elementary and Cycle 1 Secondary, and French teachers-approximately 75 individuals to present the background, and to then provide workshops to allow collaborative work to do the actual process of unpacking the essential learning outcomes.

The following sessions were offered:

French:	Sept. 29	29 teachers elementary & secondary
	Dec. 1	16 teachers elementary
	Feb. 9	13 secondary teachers
	April 20	17 teachers secondary teachers
ELA	Sept. 29	31 participants
	Feb. 9	16 participants
	April 26	16 participants
Mathematics	Sept. 29	31 participants
	Feb. 2	16 participants
	Feb. 9	15 participants

Outcomes

An equally important part of the puzzle will be collecting evidence (Documentation) of the process that the teachers have completed.

At the end of the process, the teacher teams should have gone a long way toward preparing documents outlining the essential learning goals. The consultants had to revise their plans along the way as they discovered gaps in the teachers' readiness.

Workshop power points and planning notes are available to be shared upon demand.

Additional comments and observations:

PLC Mentoring 2017/2018

Once again, I believe our administrators appreciate the meetings. It makes them express successes, challenges and makes them reflect on their practice. It gives each of them an opportunity to stop, breath, reflect and maybe make one little change that has an impact on their school. Most of the agendas are light which gives a lot of place for discussions and sharing. It also gives them an opportunity to discuss a problem and look at solutions.

Meetings

October 3, 2017: Philippe Côté

Philippe visited me for a day. I mostly answered his questions on all different topics such as HR issues, Finances, purchasing, PD opportunities, PLC

October 25, 2017:

In attendance: Steven Renaud, Faisal Doctor, Jason Barwise, Gary Kenler

Agenda:

- Have you made changes in 2017/2018 to support the growth of your PLC? If yes, please explain the changes and how the changes are having an impact on the growth of your PLC.

If no, please explain why you are not there yet and what you believe is the next step for your school.

- Same question with RTI
- How are you using you measure money?
- Varia

November 14, 2017:

In attendance: In attendance: Steven Renaud, Faisal Doctor, Jason Barwise, Gary Kenler (Blue Jeans)

Agenda:

- Sharing of two documents I produced for the implementation of RTI

December 12, 2017:

Meeting cancelled due to inclement weather

February 1, 2018

In attendance: Steven Renaud, Faisal Doctor, Jason Barwise (Blue Jeans) Gary Kenler (Blue Jeans)

Agenda:

- How would you describe yourself as a leader and how is this type of leadership helping or slowing down the implementation of a PLC or RTI?
- Sharing of documents, you may have created or used lately in this implementation journey
- Teachers Professional Growth Plan
- Varia

April 12, 2018

In attendance: Steven Renaud, Faisal Doctor, Jason Barwise
Gary could not attend

Agenda:

- 1) Allocations 2018-2019
- 2) Measures 2017-2018
- 3) Mental Health at Work – follow-up for the PD session

May 29, 2018

In attendance: Steven Renaud, Faisal Doctor

Jason could not attend because of the Latuque not having any water for a couple of days.

Gary could not attend

Agenda:

- budget management strategies, etc.
- office management organizational strategies (HR etc)
- RTI questions to teachers – document produced by Micheline
- RTI questions to teams – document produced by Micheline
- Varia

Many phone calls during the year on many aspects of the job...

Submitted by Mark Sutherland, Director of Educational Services.

Date July 3, 2018

2018-2019 PHASE 2 PROJECTS: INFORMAL SURVEY

We would like to know your general plan for next year. Please, identify which applies best to your situation. This is an informal survey and is not a commitment.

1. We plan to continue the work next year, with only minor changes to the project(s) or budget(s)
2. We are making major changes to our project
3. I don't know yet
4. The project is complete.

We plan to concentrate our work on the Essential Components of a PLC and Essential Learning Goals. We are adopting a different model of accompaniment with our schools for next year. The plan is in the process of being finalized.