HIGH IMPACT TUTORING
by ExpandED Schools

NYC Public Schools | **DIVISION OF TEACHING AND LEARNING** Deputy Chancellor Carolyne Quintana

SY 2023-2024 LAUNCH PLAN

SCHOOL INFORMATION	
School DBN/Name	**HIT Team Member Names/Roles** *Who will be responsible for:* ● *identifying students?* ● *coordinating and ensuring curricular alignment?* ● *managing schedules, space and workforce?* ● *Inputting New Visions attendance weekly?* ● *approving budgetary needs and procurement?* *Who else has a stake in HIT and should have a voice at the table?*
XXXXXX	● **Identifying students - XXXXXXX, and 1st and 2nd grade teachers** ● **Curricular alignment - XXXXXX Grade 1 and Grade 2 teachers** ● **Managing schedules - XXXXXXXX** ● **Inputting New Visions Weekly attendance - XXXXXX** ● **Approving budget -XXXXXXXXX** ● **Parent Coordinator - XXXXX** ● **Support Staff: 1-2 teachers, CBO mentors**
HIT Goal : Please include percentage of students, by what benchmark/standard, and <u>specify the assessment tool being utilized</u>. *Example: By June 2023, 40% K-2 students will improve their priority standards by 40% as measured by their mid year and topic assessments and Acadience screeners.*	
By February 2024, *50% Grades 1 and 2 students participating in High Impact Tutoring will improve their composite score by 20% as measured by their mid year Acadience screeners.* By June 2024, *50% Grades 1 and 2 students participating in High Impact Tutoring will improve their composite score by 20% as measured by their end of year Acadience screeners.*	

WHAT	
Which curricular area will you target?	**Why was this selected as the curricular focus?**

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K-2 ELA, 6-8 Math – or subgroups therein?	*What data supports this selection?*
Grades 1-2 ELA	**Acadience - Foundational data.**

WHO	
Which group of students will you target? *Particular Grade Level? Subgroups? (i.e. MLL, SWD, etc)*	**What is your goal for this group in SY 2022-23?** *How do you define success?* *How will you measure progress toward the goal? (i.e. assessment tool)*
Grades 1-2 students - use New visions portal *Group A - HIT BrainTrust Sept - January (20 students)* *Group B - HIT Wilson Sept - January (32 Students)* *Group A & B - Wilson - January - June (52 students)*	
How are students identified? **Assessment / Benchmark Data*, Teacher Referral, Attendance Data, Grades, Caregiver Input, other considerations?*	**How many students will be supported through this strategy?** *Recommendation 50 - 70 students.*
Grades 1-2 within levels 1 and 2 Acadience scores	50 students split between Grades 1 and 2 - Students based on need from EOY Acadience data

WHEN
When will tutoring happen? *Are there structures that currently exist on site that can be leveraged to maximize tutoring time?*

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During School Day	Outside of School Time
Schedule Constraints Location / Space Issues Staffing Capacity Logistical Capacity to Support Implementation (i.e. *escorting students to tutoring room, assisting students in logging onto devices for virtual tutoring*) Virtual / In-Person Students Pulled from Classes v. Tutors Push Into Classes	Schedule Constraints Location / Space Issues Staffing Capacity Virtual / In-Person Attendance & Transportation Barriers to Participation (i.e. *late drop off/early pick up*)

- Afterschool (seamless transition w/other CBO)
- Paying staff to work with lower grades
- In-person

HOW	
Tutor Workforce *Are you using school staff or staff from an outside partner? How will you ensure that students are paired with a consistent tutor for the duration of the tutoring cycle?*	**Tutor Support** *Are you partnering with a provider for this service?* *Who will be involved to ensure the close and ongoing support and supervision of tutors?*
Brain Trust staff **2-3 P.S. XXXX Teachers for afterschool with Wilson's FUNdations** **Building relationship with Braintrust - how are we going to build the trust**	**Braintrust oversees their tutors with Ms. XXXXX and Ms. XXXXX** **Supervision of P.S. XXX tutors will be Ms. XXXXX and Ms. XXXXX**
Ratio *What will be the tutor:student ratio for your program? (No more than 1:4)*	**Timing** *How long will each session be? (Minimum of 90 minutes per week)*
No more than 1:4	**BrainTrust - 30 minutes** **P.S. XXX/Wilson - 30 minutes**
Frequency *How many times per week will each student be tutored? (Minimum 3 days per week)*	**Attendance Provisions** *What will you do to maximize potential for full attendance, to support reaching the benchmarks for High-Impact Tutoring? Who will be responsible for tracking attendance in the Portal by New Visions?*

BrainTrust - 3 days per week **P.S. XXX/Wilson - 3 days per week**	**Attendance team will make daily phone calls to those students who are not in school** **Attendance trips and incentives** **Parental buy in by hosting HIT parent meeting to meet the tutors and gain an understanding of the programs**

Mode of Delivery *What mode of delivery are your students engaging in? (Link draft schedule).*		**Space** *Where will tutoring take place? For virtual tutoring, where will students be set up and who will monitor them during sessions?*	
Virtual, in-person, both? ***BrainTrust - Only in person*** ***P.S. XXX/Wilson - Only in person***	*Time of day & Days of week* *BrainTrust - Tues, Wed, Thurs* *P.S.XXX Wilsons - Wed, Thurs, Fri*	BrainTrust - During School Library Rm 205 Rm 208	P.S.XXX/Wilsons - Afterschool Library Rm 205 Rm 208

Instructional Materials *Are you using instructional materials that are part of your HQIM core curriculum or bringing in an outside source for materials?*		**Instructional Coherence** *What is the core curriculum in use at your school site for the grade/curricular area of focus? How do the tutoring materials align with this HQIM?* *If not HQIM, how are you adjusting and designing to manage coherence?* *How are you ensuring that tutoring materials are aligned with core instructional materials at your school site?*
School-based option	Use Intervention / Support Materials from School's Core HQIM Curriculum	
Partnership option	Partner with instructional material tutoring provider whose Tutoring Curriculum HQIM aligns with school curriculum Link in schedule where meeting times and trainings	

Partnership option - using materials provided by Brain Trust **Meeting time for BrainTrust tutors and teachers to ensure consistency in sessions and classroom during school day.** **Meeting time for P.S. XXX tutors and teachers to ensure consistency in sessions and classroom during after school.**	**FUNdations is our core curriculum. The tutoring materials align with this HQIM by providing the foundational skills to meet grade level requirements.**

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FOR YOUR CONSIDERATION: COMMON STICKY SPOTS Think through the issues below and work with your team to create action steps.	
Personnel Delays in fingerprinting, background check	**N/A**
Plan Clarity Launch plan not specific enough to match with aligned providers	**Possible sample plan?**
Budget Provider proposals are beyond what sites can afford	**Ms. XXXX - Principal Secretary/Business Manager** **Mr. XXXXX - Principal** **Ms. XXXXX - Assistant Principal**
Lead Time to Launch Providers need lead time to launch; delays in decision- making directly result in delays in hiring for and starting program	**Launch October - possible use EOY Acadience Data Spring 2023 or BOY Acadience Data Fall 2023** **Use 2023 spring data to then cross reference to 2023 fall data**
Student Selection Focus on selecting students who consistently attend school for greatest impact; HIT requires frequency	**Grades 1-2**
Emotions School-site staff have feelings about pulling students out in particular time frames that must be addressed early	**September Professional Learning - Make aware of tutoring, when, where, how often asap**

Provider(s)	**Supports Desired** *(Instructional Materials, Tutor Workforce Solution, Tutor Training, Full Package, etc.)*	
BrainTrust **Wilsons**	**BrainTrust** **Tutors** **Instructional materials** **Assessments**	**Wilsons** **Training** **Instructional materials** **Assessments**

Implementation Concerns *What concerns does your team have about initial implementation?*

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Time 🙂

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NOTE-CATCHER

Capture below any next steps that you will be prioritizing talking over with your HIT Team at your school site based on the needs of your Launch Plan.

Focus Area	Open Questions