

**SY 2023-2024 LAUNCH PLAN**

SCHOOL INFORMATION	
School DBN/Name	HIT Team Member Names/Roles
	<p><i>Who will be responsible for:</i></p> <ul style="list-style-type: none"> <li>• <i>identifying students?</i></li> <li>• <i>coordinating and ensuring curricular alignment?</i></li> <li>• <i>managing schedules, space and workforce?</i></li> <li>• <i>Inputting New Visions attendance weekly?</i></li> <li>• <i>approving budgetary needs and procurement?</i></li> </ul> <p><i>Who else has a stake in HIT and should have a voice at the table?</i></p>
<p><b>HIT Goal : Please include percentage of students, by what benchmark/standard, and <u>specify the assessment tool being utilized.</u></b>  <b>Example:</b> 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.</p>	

WHAT	
Which curricular area will you target? <i>K-2 ELA, 6-8 Math – or subgroups therein?</i>	Why was this selected as the curricular focus? <i>What data supports this selection?</i>

WHO	
<b>Which group of students will you target?</b> <i>Particular Grade Level? Subgroups? (i.e. MLL, SWD, etc)</i>	<b>What is your goal for this group in SY 2022-23?</b> <i>How do you define success?</i> <i>How will you measure progress toward the goal? (i.e. assessment tool)</i>
<b>How are students identified?</b> <i>*Assessment / Benchmark Data*, Teacher Referral, Attendance Data, Grades, Caregiver Input, other considerations?</i>	<b>How many students will be supported through this strategy?</b> <i>Recommendation 50 - 70 students.</i>

WHEN	
<b>When will tutoring happen?</b> <i>Are there structures that currently exist on site that can be leveraged to maximize tutoring time?</i>	
<b>During School Day</b>	<b>Outside of School Time</b>
Schedule Constraints Location / Space Issues Staffing Capacity Logistical Capacity to Support Implementation (i.e. <i>escorting students to tutoring room, assisting students in logging onto devices for virtual tutoring</i> ) 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. <i>late drop off/early pick up</i> )

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HOW	
<b>Tutor Workforce</b> <i>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?</i>	<b>Tutor Support</b> <i>Are you partnering with a provider for this service? Who will be involved to ensure the close and ongoing support and supervision of tutors?</i>
<b>Ratio</b> <i>What will be the tutor:student ratio for your program? (No more than 1:4)</i>	<b>Timing</b> <i>How long will each session be? (Minimum of 90 minutes per week)</i>
<b>Frequency</b> <i>How many times per week will each student be tutored? (Minimum 3 days per week)</i>	<b>Attendance Provisions</b> <i>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?</i>
<b>Mode of Delivery</b> <i>What mode of delivery are your students engaging in? (Link draft schedule).</i>	<b>Space</b> <i>Where will tutoring take place? For virtual tutoring, where will students be set up and who will monitor them during sessions?</i>
Virtual, in-person, both?	Time of day & Days of week

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<p><b>Instructional Materials</b> <i>Are you using instructional materials that are part of your HQIM core curriculum or bringing in an outside source for materials?</i></p> <table border="1" style="width: 100%;"> <tr> <td style="width: 20%;"><b>School-based option</b></td> <td>Use Intervention / Support Materials from School's Core HQIM Curriculum</td> </tr> <tr> <td><b>Partnership option</b></td> <td>Partner with instructional material tutoring provider whose Tutoring Curriculum HQIM aligns with school curriculum</td> </tr> </table>	<b>School-based option</b>	Use Intervention / Support Materials from School's Core HQIM Curriculum	<b>Partnership option</b>	Partner with instructional material tutoring provider whose Tutoring Curriculum HQIM aligns with school curriculum	<p><b>Instructional Coherence</b> <i>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?</i></p>
<b>School-based option</b>	Use Intervention / Support Materials from School's Core HQIM Curriculum				
<b>Partnership option</b>	Partner with instructional material tutoring provider whose Tutoring Curriculum HQIM aligns with school curriculum				

**FOR YOUR CONSIDERATION: COMMON STICKY SPOTS**  
Think through the issues below and work with your team to create action steps.

<p><b>Personnel</b> Delays in fingerprinting, background check</p>	
<p><b>Plan Clarity</b> Launch plan not specific enough to match with aligned providers</p>	
<p><b>Budget</b> Provider proposals are beyond what sites can afford</p>	
<p><b>Lead Time to Launch</b> Providers need lead time to launch; delays in decision- making directly result in delays in hiring for and starting program</p>	
<p><b>Student Selection</b> Focus on selecting students who consistently attend school for greatest impact; HIT requires frequency</p>	

<b>Emotions</b> School-site staff have feelings about pulling students out in particular time frames that must be addressed early	
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Provider(s)	Supports Desired <i>(Instructional Materials, Tutor Workforce Solution, Tutor Training, Full Package, etc.)</i>

Implementation Concerns <i>What concerns does your team have about initial implementation?</i>

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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

# HIGH IMPACT TUTORING

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