

Ottawa Region- Managing Information for Student Achievement (MISA)

Collaborative Inquiry 2017-18 Proposal

HOW DO WE KNOW WE ARE CLOSING THE GAP? PUTTING THE EVIDENCE INTO ACTION

The Ottawa Region MISA Professional Network Centre (PNC) is supporting local collaborative inquiries (CI) directed at supporting student well-being and achievement. Up to \$10,000 can be used for release time to focus on building teacher and administrator capacity, to study and change pedagogical practices, to bring evidence informed decision making to the classroom, and most importantly, to close the gap in student achievement for those subgroups identified by the Ministry. Funds may be used for release time and related meeting costs but not capital expenditures.

In addition, all CI teams will provide evidence to support an inquiry question designed to inform the PNC about factors that contribute to shifts in teacher thinking and practice. What factors contribute to shifts in thinking and practice that address persistent problems related to attaining equitable achievement and well-being outcomes for students? As the local CI's are unfolding, information will be collected on teacher thinking and practices. Teams may be asked to directly collect information pertaining to student voice, and outcome data from all inquiries may be used to inform a regional inquiry question.

Inquiry teams will attend a regional *Orientation Session on November 15, 2017*, at the Ambassador Hotel in Kingston, during which teams will finalize their proposals and learn more about the regional inquiry. Inquiry teams will be school based so both teachers and administrators are invited to attend.

Inquiries will be shared regionally with other school boards at a *May 2018 Symposium*.

Please complete and email this Proposal Application Form, including a scanned page of your Director's signature, to David Fox, MISA PNC Coordinator. Funds will be allocated very soon. Further contact information is found at the end of this Proposal Form.

COLLABORATIVE INQUIRY PROPOSAL

A. INQUIRY FOCUS/TITLE:

How do Teachers/SERTs use data to inform practice?

B. INQUIRY ALIGNMENT:

Which Ministry area from Achieving Excellence does your inquiry address?

This project touches on Achieving Excellence, Ensuring Equity and Promoting Well Being as outlined in the Achieving Excellence document.

What aspect(s) of your School Improvement Plan and/or Local MISA Capacity Building Priority does your inquiry address?

This project will address both of the funding areas in our MISA LCB plan, Build and Sustain Capacity and Promote Availability and Usability of Information for End Users.

C. INQUIRY QUESTION(S):

What is the problem of practice for your inquiry? How do you anticipate classroom practice (pedagogy) changing as a result of the inquiry? What questions are guiding your inquiry?

How can we build capacity for teachers to engage in the input and use of individual student and class profile data that's current, relevant and easily accessible in a meaningful way to inform thinking and practice in areas of Mathematics and Well-being?

D. INQUIRY DESCRIPTION:

Please describe your inquiry including:

- **What are the learner needs that led to your inquiry focus?**
How do educators determine what the student learning needs are?
- **What are the educator needs that stem from your inquiry?**
Educators need access to student data to help inform practice. How they access it has to be easy and the interpretation of the data needs to be straight forward. Teachers are not going to invest a lot of time in an already busy day trying to find information and then trying to make sense of it so if we want them to use data we have to fit it into their natural work flow.
- **Who will participate in the work?**
Teachers, SERTs, Student Success Leads and School Administration
- **What do you plan to do?**
Meet with participants to discuss what data they might use to inform their practice. Have participants go back to their schools and monitor the data they are using, select a data type of their choosing and reflect on how that influenced what they do with individuals or groups of students? Have participants come back together to discuss what they used, how they used it, how it influenced their practice and what, if any, impact that had on student learning. Repeat this process over the course of the year.
- **What sources of data/evidence do you intend to collect to gauge the ongoing impact of your work?**
Possible sources are:
 - Anecdotal from participants
 - Observation from school administration and Board consultants/coordinators
 - Frequency of data analysis cycle
 - Student survey

How are you going to collect evidence of student growth? (e.g., pedagogical documentation?)

Student and class profiles
Teacher reflections
Student reflections

How will you incorporate student voice?

E. BUDGET PLAN:

Item	Purpose	Cost
Teacher Release	To facilitate opportunities for participants to come together for planning and sharing and to travel to schools to observe/participate in activities.	40 days @ \$250/day Total \$10,000

Financial Summary for MISA Collaborative Inquiry

Due to challenges in getting supply teacher coverage we were not able to use all of our funds before this report was due. To date we've used **24 supply days at \$260/day for a total expenditure of \$6240.**

The remaining 14 days will be split between four family of schools and will be used in late September (St. Thomas Aquinas CHS, St. Joseph CHS, St. Michael CHS and Notre Dame CHS) as a follow up to the work done this year between Mother Theresa Elementary and St. Thomas Aquinas CHS and to expand the project to the other three family of schools. The days will go to support a CPLC format which gives the schools more flexibility to accommodate the availability of supply teachers.

Name of School/District School Board: CDSBEO

Project Liaison Name and Email Address: Rick Soudant / rick.soudant@cdsbeo.on.ca

DSB MISA Leader Name and Email Address: Rick Soudant / rick.soudant@cdsbeo.on.ca

Director of Education Signature:

John Cameron
Director of Education



F. INQUIRY REPORTING

Approved projects will be supported by a researcher. An interim report (progress check) will be prepared by the Researcher by January 19th, 2018.

The final report is due no later than Friday, June 29th 2018.

A final report will be submitted to include:

- **Actual Outcomes and Measures: What changes in practice and student achievement resulted from the inquiry? What data/evidence supports these results?**
- **Process: Did your inquiry change from your original plan? If so, how?**
- **Learned/Promising Practices: What lessons learned/promising practices have emerged and can be shared?**

As well as providing the preceding final report, inquiry teams will present at the Ottawa Region PNC May 2018, Symposium. A template for the interim check-up and the final sharing, as well as guidelines for the Symposium presentation will be provided at the regional Orientation Day.

G. SUBMISSION

Please send this Proposal, signed by your Director of Education, to David Fox, MISA PNC Coordinator by email cedarlanesolutions@bell.net.