

To be completed and submitted by March 6<sup>th</sup>, 2015.

**School Name:** \_\_\_\_\_

**School Program Review contact/lead:** \_\_\_\_\_

**The program review committee(s) has (have) been convened at least three times for the school's "In Depth" review(s) to create an implementation plan for growth, identify evidence, determine new performance levels based on the effectiveness of new implementation.**

Committees may want to utilize Gheens support materials including AtAGlance, Evidence Index, Program Review Calculator, and Program Review Process powerpoint to help with the program review process.

- ☐ Committees have met.
- ☐ Committees have not met.

**Last year's diagnostics have been copied (rolled over) for this year.**

To roll over last year's diagnostics, under the diagnostics and surveys tab in ASSIST, find last year's diagnostics in the diagnostics list. For each of the diagnostics, click on the blue lettering of the diagnostic name, click the copy button, type in a name such as A&H 2014-2015, click the copy button. ASSIST will put you in the diagnostic. If you do not want to edit it at this time, click the diagnostics and surveys tab, or click "back to diagnostics" lettering at the top of the diagnostic.

- ☐ All diagnostics have been copied from last year.
- ☐ Diagnostics have not been copied.

**Some performance levels, evidence, rationales, next steps diagnostic have been completed/revised on the "In Depth" review.**

Committees may want to use KDE support materials: Guidelines for Program Review Evidence-September 2012 Rationale Writing for the PR – Guidance. Documents are available on the KDE or Gheens Program Review websites.

A school may choose to work on only one program review annually. For the remaining Program Review areas, schools only need to transfer scores on the rubric from the previous year into ASSIST for the current year. However, if a school/district changes a rating in the ASSIST rubric, there must be evidence uploaded to document why a change was made.

- ☐ Some work has been completed in ASSIST to update the In Depth Review.
- ☐ Some work has been completed in ASSIST to update the Next Step Diagnostic.
- ☐ No updates in ASSIST have been made.

**World Language/Global Competency diagnostic has been created.**

High Schools will complete the entire World Language/Global Competency rubric which will count as their baseline for accountability. Elementary and Middle schools will complete performance levels only. For evidence and rationales just fill in "NA". To create the diagnostic, click the "Start Diagnostic" button under the "Diagnostics and Surveys" tab and selecting it in the "Choose a template" pull down menu in ASSIST.

- ☐ World Language/Global Competency diagnostic has been created.
- ☐ World Language/Global Competency diagnostic has NOT been created.

**Let us know how we can further support your work.**

Use the text box below to submit any suggestions, requests, or questions.

**Form should be submitted by March 6th, 2015.**

**Pony or fax to 6545, Attention: Suzanne Wright.** This checklist is part of the district's annual external program review, required by KDE.

**Principal Signature** \_\_\_\_\_