

School checklist items for September

Tasks For September

Complete academic universal screeners

Timely data to support instructional decisions. Ensure instructional time is maximized.

Hold fall kickoff to teach school-wide expectations

Teaching expectations makes environments more positive and predictable. We can't expect staff, students, families, and bus drivers to know something we haven't taught them.

Support staff in teaching classroom expectations

Ensures classroom expectations are tied to school-wide expectations.

Prepare staff for Self-Assessment Survey (SAS) and/or All Staff

Clarifies language and vocabulary for staff system self-assessments.

Complete staff perception assessments: Self-Assessment Survey (SAS) and/or All Staff

Strategic use of staff perception assessment data drives action planning.

Review instructional framework and establish coaching cycles

An articulated instructional framework supports teacher planning and collaboration, academic and behavior-social learning, and ensures that all students receive high quality, standards-aligned instruction.

Monitor universal/tier 1 practices and student outcomes

Links impact of adult practices to student outcomes.

Identify students/groups receiving interventions and additional support based on new data

Data should always guide and drive what practices you select to support each student.

Recurring Tasks For September

Schedule, plan, and facilitate monthly leadership meetings

Establishes team meeting best practices and foundations.

Share relevant data with staff

Provides understanding and evidence for school improvement/action planning and professional development. Celebrate successes!

Provide and assess ongoing professional development and coaching

Builds capacity and supports staff to implement evidence-based practices aligned to school goals. Be sure to assess professional development to ensure it is impacting outcomes.
