

### Identify Priority Standard

The content alike team will develop a list of standards that serve as the guaranteed and viable curriculum. 100% of students WILL demonstrate mastery of the standards identified on this list.

#### Artifacts

*List of Priority Standards*

### Unwrap Priority Standard

Use the “Unwrapping Graphic Organizer” for EACH **priority standard** to develop a unit learning objective, determine and provide examples of proficient student evidence, and establish guiding questions to be answered during instruction.

#### Artifacts

*Completed Unwrapping Graphic Organizer*

### Creation of CFA

Use the CFA planning guide to develop a CFA **prior** to instruction. The CFA development must be tied directly to the objective and the unwrapping of the **priority standard**. The CFA is to include the task/questions, criteria for proficiency, and an answer key or rubric. The team should also agree upon all CFA administration protocols.

#### Artifacts

*Completed CFA Planning Guide*

*CFA*

*Rubric and/or Answer Key*

### Instruction

All members of the team will utilize great first instruction and site-wide instructional strategies to build student understanding of the **priority standard**, in preparation for the CFA.

#### Artifacts

*Daily Content Objectives*  
*Daily Language Objectives*  
*Academic Discussions*  
*Other instructional strategies*

### Administer CFA

Team administers and scores CFA. All CFA administration protocols must be carried out as they were decided upon when doing the CFA planning guide. Team administers CFA in agreed upon timeframe.

#### Artifacts

*Completed CFA*  
*CFA Timeline*  
*Student Samples*  
*Completed Yellow CFA Analysis*  
*Item Analysis by Student Name and Need*

### Data Analysis

Teachers will meet as a team to analyze and discuss CFA data in relation to progress towards 100% of students achieving mastery of the identified **priority standard**. “Data Discussion Protocol Poster” will be used to document the identification of best instructional practices used to help students progress towards mastering the **priority standard**, lists of students in need of intervention to continue progress toward 100% mastery of **priority standard**, plans for using SWELL to reteach concepts and skills related to the **priority standard**, and a plan for reassessing students.

#### Artifacts

*Completed Data Discussion Poster*  
*List of best teaching strategies*  
*Lists of students who require intervention with an intentional focus on EL students*  
*SWELL Schedule (list of classes for re-teaching and intervention based on Data Analysis)*

### Classroom Intervention

If a large percentage of the class does not demonstrate mastery of the **priority standard**, as measured by the CFA, the teacher will take strategies learned during the data discussion, or through additional research and reteach the whole class.

### SWELL Intervention

Teacher teams will use SWELL time to provide time and support for the students identified as not meeting the **priority standard**. Teachers will stamp all students who require intervention to mandate their attendance in the “closed” support class for SWELL. The teacher who had the greatest success in making progress toward 100% mastery of the **priority standard** will teach the intervention class using the best practices identified in the data discussion and additional strategies learned from research.

### Reassess Priority Standard

Teacher teams will have a plan to reassess all students who did not meet proficiency on the first CFA. Teachers will repeat the intervention process for all students until they reach the team identified standard of proficiency on the priority standard.

**Repeat Process with next Priority Standard**