

ILLINOIS HORIZON SCHOOLS



SCHOOLS TO WATCH

Application Materials 2009-2010

Sponsoring Partners:

- AIMS - The Association of Illinois Middle-Level Schools
- ISU – Illinois State University
- The National Forum to Accelerate Middle-Grades Reform

May 1, 2009

Dear Applicant:

Enclosed you will find the *Illinois Horizon Schools—Schools to Watch* application documents you requested. Before beginning the application process, we suggest you thoroughly review the attached Application Procedures. If your school is awarded the *Illinois Horizon School: Schools to Watch* designation, it will become a member of the Illinois Middle Grades Network. Your school will need to submit a \$500 application fee if it is selected to receive a site visit.

Please note that the deadline for receipt of this application is now **October 12, 2009**. Applications will be notified via e-mail upon receipt of their application packet. The schedule for selecting our *Illinois Horizon Schools—Schools to Watch* is as follows:

October 12	2009	Applications due
November,	2009	Semi-finalist schools will be contacted to schedule a one or two day visit; Schools not selected for a site visit will be notified by mail.
Dec./Jan.	2009	Site visits conducted.
February	2010	<i>Illinois Horizon School—Schools to Watch</i> are formally announced.
Feb.-April	2010	Illinois Horizon School celebrations are held; Finalists are presented with plaques.

If after reviewing the application procedures and materials, you determine that your school no longer has interest in the initiative at this time, we encourage you to continue your efforts towards becoming an *Illinois Horizon School: School to Watch*. Examine the materials as guidelines for self-evaluation and reflection.

Please feel free to contact us if you have any questions concerning the selection, criteria, application process, or the program.

Sincerely,

Deb Schrock
AIMS Executive Director
dschrock@illinois.edu



Application

Contact Information

School Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Web site: _____

Name of Principal: _____

Members of Application Writing Team (names and positions) : _____

School Characteristics for Current Year (2009-2010)

1. In what year did your school become a member of AIMS? _____
*NOTE: Although any school can use the materials and/or make application, please remember that schools **must be a member of AIMS** in order to receive the distinction as an Illinois Horizon School.*
2. What grades are included in your school? _____
3. What is your total enrollment? _____
4. What is the total number of students in your district? _____
5. Is your school on a traditional or a year-round calendar? _____

6. How long has your administrative staff been at your school?

Principal____ Asst. Principal (AP) 1____ AP #2____ AP #3____ AP#4____

7. How are your instructional minutes organized for each grade-level (periods per day/block schedule, etc.)? You may answer below or attach a single sheet.

8. What courses are included (core, elective, exploratory) for each grade-level? You may answer below or attach a single sheet.

9. Other than the ISAT, what kinds of assessments tools are used in your school to measure student achievement? You may answer below or attach a single sheet.

Demographic Information for Current Year (2009-2010)

Answer the following questions for all students in each grade for the 2008-2009 school year:

Total number in grade	5 th	6 th	7 th	8 th	Total Number of Students	% of Total Enrollment
African American						
Asian/Asian American						
Caucasian						
Hispanic/Latino						
Native American						
Other						
Totals						<i>100%</i>

- Percentage and number of students eligible for free or reduced-price lunch: _____
- Percentage and number of students who speak English as a second language: _____

Demographic Information for Last Year (2008-2009)

- What was the average absentee rate of all students (percent) in your school during the 2008-2009 school year? _____

- What was the average absentee rate in your school for all teachers (percent) during the 2008-2009 school year? _____

- What was the school's suspension rate for the 2008-2009 school year? _____

Complete the following table to illustrate your school's suspension data.

	2008-2009 Enrollment and Percent of Total Enrollment	In-School Suspensions		Out-of-School Suspensions	
		Number of Students Suspended for 1 to 10 days	Number of Students Suspended for 10+ days	Number of Students Suspended for 1 to 10 days	Number of Students Suspended for 10+ days
African American					
Asian/Asian American					
Caucasian					
Hispanic/Latino					
Native American					
Other					
Females					
Males					

Write a separate paragraph that will help us understand your school's suspension data. You may answer below or attach a single sheet.

Special Recognition

Let us know about any research projects, grant awards, articles, projects, and special awards of which your school has been the subject or recipient. Please include the dates.

Narrative

- Based on your completed Self-Study and Rating Rubric, **write a 1-2 page narrative for each criteria** (e.g. Academic Excellence). Be sure to identify each criteria at the top of the page and include page numbering and your school's name on each page.
- If the application process has influenced or supported your school's practice, please include that information in your narrative.
- Narratives should use a 12 point font and 1 inch margins and should not exceed a total of eight pages.

Who Else Can Tell Us About Your School?

Provide the names and telephone numbers of two teachers, two parents, and two community members who can tell us about your school?

TEACHERS		
Name	Position	Telephone number
1.		
2.		

PARENTS		
Name	Grade-level of children	Telephone number
1.		
2.		

COMMUNITY MEMBERS		
Name	Name of organization	Telephone number
1.		
2.		

Signature and Permission

I give permission to the Association of Illinois Middle-Level Schools, the Illinois Staff Development Council, and the National Forum to Accelerate Middle Grades Reform to publish the information and materials included in this application on their respective publications and websites in order to help other schools move toward high performance. I understand that selection committee members may conduct a site visit to my school in December/January 2009/10, and our school will gladly host such a visit. Furthermore, if my school is selected as an Illinois Horizon School, a documentation team may visit the school during May 2010 in order to gather further information for a case study. This case study may include both written, photographed, or videotaped documentation. My staff and I will cooperate in the data-gathering efforts to the fullest extent possible and will assist in obtaining the necessary releases for the case study. I recognize that being selected as an Illinois Horizon School will result in an increase of outside visitors and publicity. We are prepared to share our knowledge and experience with others in order to accelerate middle-grades reform.

Principal's Signature Date

District Superintendent/Designee's Signature Date

**Illinois Horizon Schools—
Schools to Watch
Longitudinal Summary of Student Achievement**



School Name _____

Use ISAT achievement data that is available at your school to provide evidence of *growth in student achievement over time*. In each box, please record the percentage of students meeting and exceeding state standards. In addition, please attach the reports provided by the State Report Card.

	2006-2007	2007-2008	2008-2009
	Science	Science	Science
All 7 th Grade Students			
English-Language Learners			
Socio-economically Disadvantaged Students <i>(student receiving free/reduced lunch)</i>			
Special Education Students			
OTHER Students <i>(specify)</i>			

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	2006-2007			2007-2008			2008-2009		
	Reading	Math	Language	Reading	Math	Language	Reading	Math	Language
All 8 th Grade Students									
English-Language Learners									
Socio-economically Disadvantaged Students <i>(student receiving free/reduced lunch)</i>									
Special Education Students									
OTHER Students <i>(specify)</i>									

Return Your Completed Application:

We request that you save a completed application to a CD. Please send this CD as well as one hard copy of the application by **October 12, 2009** to:

AIMS
c/o Deb Schrock
510 Devonshire Drive
Champaign, IL 61820
Phone (217) 333-7104

Please do not fax your applications. Feel free to contact or e-mail Deb Schrock (dschrock@illinois.edu) any questions or concerns about your application or the program.

--All applications must be received by OCTOBER 12, 2009.--

Thank you for helping to strengthen middle-grades schools by taking the time to complete this application.

Application Checklist

Have you included....

- A completed School Self-Study and Rating Rubric?
- A completed & signed Application Packet?

Did you attach...

- State Report Card reports for Forms A & B?
- The Narrative based on your completed rubric?