



# Preparing for the School Improvement Diagnostic Review (SIDR) For SIG Schools

The Ohio Department of Education is committed to supporting the transformational work your school has undertaken as a recipient of a School Improvement Grant. One commitment is to provide your building with a School Improvement Diagnostic Review (SIDR).

The SIDR process is designed to help schools and districts improve student performance by analyzing current practices against effective evidence and research-based practices, identifying areas of strength and areas needing improvement and aligning evidence and research-based practices.

This diagnostic review is conducted by an external team of experienced and skilled reviewers using standardized processes and protocols for data collection and analysis. Educators in more than 35 school districts across Ohio have found the SIDR reports to provide valuable data that affirm their ongoing efforts and provide insightful information for future continuous improvement planning.

Members of the State Diagnostic Team (SDT) will be working with district and building administrators and teachers to gather data and provide you with a high quality report. Members of the team are highly trained individuals and have received training on observation skills primarily for the use of the School Improvement Diagnostic Process.

This document provides not only the information you need to prepare for the visit, but also explains what you can expect before, during and after the review.

District administrators, building principals and teachers play important roles in this process. Before the review, a team member will contact the school administrator to discuss the upcoming visit and the specific information that the reviewers will be using during their visit. The review team will spend two days at each site gathering data, conducting interviews and observing classrooms. A few weeks after the review, the team members will schedule a follow-up meeting to present their report, answer questions and offer support for using the diagnostic report.

This document outlines the roles and expectations of each group that will participate in the review. Please see the section that pertains to you for more information.

## **Building Principals**

## Before visit:

- Provide brief narrative about building to SDT Leader before visit. This can be completed by telephone or e-mail.
- Meet with Diagnostic SDT Leader to discuss visit logistics (usually by telephone or email)
- Reserve a meeting room in your building for the SDT for the two-day site visit.
- Schedule 45-60 minute interviews (all questions are available online www.education.ohio.gov, search keywords: *SIDR*) with the following:
  - Principal (Day One a.m. and a follow-up meeting on second day)
  - Building Leadership Team (as a group interview)
  - Teacher Group Interview (as a group interview)
  - Parents (other than parents employed by district)
- Schedule meeting with building staff prior to the start of the school day on Day One. (5 minutes)
- Provide the documents for review listed on the Profile of Evidence, Document Review Guide (if not available, do not need to create).

# **During visit:**

- Provide open access to your building
- Attend the Pre-Review Presentation at the beginning of Day One.

#### After visit:

Attend meeting to review final Diagnostic Report presentation and activities

## **Teachers**

## Before visit:

Pull samples of existing lesson plans for review

# **During visit:**

- Attend the Pre-Review Presentation (five minutes) at beginning of visit on Day One
- Normal day don't change anything.
- Classroom Observations: please provide a place to sit out of the way in your classroom for one SDT member. teachers may talk or ask questions of SDT member during classroom observation
  - Reviewer will:
    - walk around the classroom to discover items used for instruction and learning outcome documentation
    - sit and write about activities and relationships observed

- review lesson plans at teacher's desk
- may talk briefly to students one-on-one
- May be asked to participate in a group interview.
  - Open and honest dialogue to group questioning (Interview questions are available online at <a href="https://www.education.ohio.gov">www.education.ohio.gov</a>, search keywords: SIDR

## After visit:

 May be asked to attend meeting with to review final School Diagnostic Report presentation and activities

# **Others**

# This includes:

- o Board members (no more than 2) interviewed together
- Treasurer
- Teacher Organization Leadership
- Directors of areas, such as Curriculum, Instruction, Federal Programs, Special Education, Gifted and any other educational program.

## Before visit:

• No preparation needed other than basic information provided by district leadership

## After visit:

 May be asked to attend meeting to review final District and Building Diagnostic Report presentations and activities

# Resources

For more information, please see the ODE website at <u>www.education.ohio.gov</u>, search keywords: *SIDR*.