

APPENDIX 2.9: PROFESSIONAL DEVELOPMENT CALENDAR

The Chicago Prep professional development calendar has been drafted in alignment with our mission and vision. It ensures that we develop the instructional and cultural practices most critical for preparing our scholars to succeed in college and positively impact the world. All session topics are drafts and may change in response to teacher and student need.

All Friday abbreviated day professional development sessions include time for team meetings to review data and discuss scholar progress, including meetings between general education teachers and special education teachers.

Figure 1: Chicago Prep Draft Professional Development Calendar 2021-2022

| Date | Session | Objective |
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| 7/28/2021 | The Story of Chicago Prep | Staff will (SW) learn about the origin of Chicago Prep |
| 7/28/2021 | Living the Mission | Staff will be able to (SWBAT) explain the mission of Chicago Prep and analyze what it means to “live the mission.” |
| 7/28/2021 | Bronzeville | SW take a guided tour of Bronzeville |
| 7/29/2021 | Core Values: Team | SWBAT define our core values and explain how we as a team will embrace and model them |
| 7/29/2021 | Team-building: Life Maps | SWBAT share their personal stories about how they got here and what drives them in the work. SWBAT build connections and trust with teammates. |
| 7/29/2021 | Beginning with the End in Mind: College | SWBAT analyze the academic, personal, and practical skills needed for success at a top-tier university. SWBAT describe ways we incorporate college-bound mindset into our school culture. |
| 7/30/2021 | Commitment to Equity: Session 1 | SWBAT discuss the ways in which systemic and interpersonal racism affect us all. |
| 7/30/2021 | TLAC: Setting High Academic Expectations | SWBAT execute techniques for maintaining high academic expectations. |
| 7/30/2021 | Beginning with the End in Mind: Chicago's Selective Enrollment High Schools | SWBAT define the selective enrollment application and admissions process. SWBAT analyze the academic, personal, and practical skills needed for success at a rigorous, college-preparatory high school |
| 8/2/2021 | Beginning with the End in Mind: The Standards | SW unpack CCSS ELA Standards, as well as the standards for their content area |
| 8/2/2021 | Core Values: Scholars | SWBAT define each core value and list aligned actions for scholars. SWBAT explain how we will teach, model, and reinforce our core values on a daily, weekly, and long-term basis. |
| 8/2/2021 | The Five Principles of Classroom Culture | SWBAT define the five principles of classroom culture (discipline, management, control, influence, engagement) and explain how Chicago Prep will incorporate each |
| 8/3/2021 | Beginning with the End in Mind: The Assessments | SW review and unpack sample end-of-year assessments (IAR, NWEA, ISA) |
| 8/3/2021 | TLAC High Behavioral Expectations: 100% | SWBAT describe and practice techniques for getting 100% of scholars to follow directions including: Least Invasive Intervention; Firm, Calm Finesse. |
| 8/4/2021 | Introduction to Curriculum | SWBAT describe and navigate the key resources included with Achievement First curriculum including: Program Overview, |

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| | | Fundamentals of Instruction, Scope & Sequence, Unit Overview, Lesson Plan/Classwork |
| 8/4/2021 | Introduction to Ratio | SWBAT explain the difference between Participation Ratio and Think Ratio. SWBAT define, identify, and begin to implement key techniques for building ratio. Examples: Wait Time, Cold Call, Call and Response, Break It Down, Oral Drill, Everybody Writes, Art of the Sentence, Show Call, Habits of Discussion, Turn and Talk |
| 8/5/2021 | Introduction to Data Analysis | SWBAT understand the rationale behind our data-driven culture |
| 8/5/2021 | The Importance of Knowledge | SWBAT understand the importance of knowledge for successful reading, critical thinking, and long-term success |
| 8/5/2021 | TLAC High Behavioral Expectations: What To Do | SWBAT define, script, and deliver What To Do directions |
| 8/5/2021 | TLAC High Behavioral Expectations: Strong Voice | SWBAT define and execute the five key techniques of Strong Voice: Economy of Language, Quiet Power, Square Up/Stand Still, Do Not Engage, and Do Not Talk Over |
| 8/6/2021 | Curriculum and Planning: Lesson Internalization | SWBAT understand and implement the lesson internalization protocol |
| 8/6/2021 | TLAC Building Character and Trust: Joy Factor | SWBAT define and implement Joy Factor |
| 8/9/2021 | TLAC Building Character and Trust: Positive Framing | SWBAT define and execute the six rules of Positive Framing |
| 8/9/2021 | TLAC Building Character and Trust: Warm/Strict and Emotional Constancy | SWBAT define and execute Warm/Strict and Emotional Constancy |
| 8/9/2021 | Physical Space | SWBAT list the key physical/structural elements that are present in every classroom and set up their classroom accordingly |
| 8/10/2021 | Introduction to Aspire | SWBAT describe the purpose of our Aspire block and implement best practices for small-group tutoring |
| 8/10/2021 | Scholar Orientation Overview | SW understand the purpose of Scholar Orientation and begin preparing lessons |
| 8/10/2021 | Family Orientation Overview | SW prepare for effective Family Orientation |
| 8/11/2021 | Introduction to Systems and Routines | SWBAT explain the rationale for school-wide systems and routines |
| 8/11/2021 | Systems and Routines: Morning Arrival | SWBAT explain and implement our morning arrival system |
| 8/11/2021 | TLAC Building Character and Trust: Precise Praise | SWBAT define and deliver Precise Praise |
| 8/11/2021 | Family Communication | SWBAT explain expectations for communicating with families (purpose, frequency) and practice various conversations with families |
| 8/12/2021 | Introduction to Rapid Feedback | SWBAT master the basics of rapid feedback by giving pen-to-paper and quick verbal feedback to all scholars and recording the data on a clipboard |
| 8/12/2021 | Systems and Routines: Classroom Entry | SWBAT explain and implement our routine for classroom entry |
| 8/12/2021 | Systems and Routines: Classroom Exit | SWBAT explain and implement our routine for classroom exit |
| 8/12/2021 | Preparing for Homeroom College Lessons | SWBAT plan and execute a series of effective mini lessons about their homeroom college |

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| 8/13/2021 | Advisory and SEL | SWBAT explain the vision of social and emotional learning at Chicago Prep. SWBAT explore the curriculum for leading advisory. |
| 8/13/2021 | Merits and Demerits System Overview | SWBAT explain our school-wide behavior management system for merits and demerits |
| 8/13/2021 | Systems and Routines: Hallway Transitions | SWBAT explain the vision for hallway transitions and practice effective monitoring |
| 8/16/2021 | Aspire 2.0 | SWBAT describe the purpose of blended learning (IXL) and Accelerated Reader and implement systems to keep scholars engaged and accountable |
| 8/16/2021 | Staff Culture | SWBAT crystallize our vision of excellence for staff culture; explain staff communication norms |
| 8/16/2021 | TLAC High Behavioral Expectations: Do It Again | SWBAT define and implement Do It Again |
| 8/17/2021 | Commitment to Equity: Session 2 | SWBAT explore and commit to instructional techniques and content that advance equity |
| 8/17/2021 | TLAC High Behavioral Expectations: The Art of the Consequence | SWBAT describe and implement the keys to giving consequences effectively |
| 8/17/2021 | Systems and Routines: Dismissal | SWBAT explain the vision for dismissal and practice effective monitoring |
| 8/18/2021 | Lesson Rehearsal | SW practice orientation lessons, incorporating strong instruction and classroom management, and receive feedback |
| 8/18/2021 | Systems and Routines: Lunch | SWBAT explain the vision for lunch and practice effective monitoring |
| 8/18/2021 | Difficult Conversations | SWBAT define "difficult conversations" and practice having effective DCs with each other |
| 8/19/2021 | Introduction to Scholar Supports | SWBAT understand the spectrum of scholar supports, accommodations, and modifications for scholars with Individualized Education Plans, 504 Plans, as well as English learners and Advanced Learners. SW understand the MTSS process. |
| 8/19/2021 | School Calendar Overview | SWBAT understand the cadence of weekly, monthly, and trimester recurring events and identify key milestones in our calendar |
| 8/20/2021 | Lesson Rehearsal | SW practice orientation lessons, incorporating strong instruction and classroom management, and receive feedback |
| 8/20/2021 | Systems and Routines: Assembly | SWBAT explain the vision for Assembly and practice effective Assembly leadership |
| 8/20/2021 | MBA 101 | SWBAT explain why we teach this class at Chicago Prep; SWBAT plan lessons that incorporate entrepreneurial skills and mindsets |
| 8/23/2021 | Orientation Walkthrough 1 | SW rehearse all key parts of Orientation Day One for final preparation |
| 8/23/2021 | Culture of Error | SWBAT define Culture of Error and plan for creating one in their classroom |
| 8/24/2021 | Orientation Walkthrough 2 | SW rehearse all key parts of Orientation Day One for final preparation |
| 8/25/2021 | Orientation Day 1 Debrief | SWBAT reflect on strengths and areas of growth for Day 1 and plan to improve on Day 2 |
| 8/26/2021 | Orientation Day 2 Debrief | SWBAT reflect on strengths and areas of growth for Day 2 and plan to improve on Day 3 |

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| 8/27/2021 | Cold Call | SWBAT explain the four purposes of Cold Call and implement the technique |
| 8/30/2021 | Curriculum Implementation: Lesson Rehearsal | SWBAT rehearse content lessons for Wednesday, 9/1 |
| 9/3/2021 | Scholar Supports PD | SWBAT discuss, review, and implement supports for students with disabilities and/or ELs |
| 9/7/2021 | Full Day PD: Preparing for IA 1 | SWBAT take the first IA for their content area, assess their own results, and plan instruction to drive scholars towards mastery |
| 9/7/2021 | Full Day PD: Preparing for Fall NWEA | SWBAT implement best practices for proctoring the NWEA |
| 9/10/2021 | Curriculum Planning and Implementation: Habits of Evidence | SWBAT teach scholars to annotate with purpose: summarize, analyze, find the best evidence, etc. |
| 9/17/2021 | Check for Whole Group Understanding | SWBAT gather evidence on whole-group learning |
| 9/24/2021 | Target the Error | SWBAT target the error by focusing class discussion on the questions where scholars most struggle to answer correctly |
| 10/1/2021 | Re-teaching 101: Model | SWBAT model for scholars how to think/write/solve |
| 10/8/2021 | Scholar Supports PD | SWBAT discuss, review, and implement supports for students with disabilities and/or ELs |
| 10/15/2021 | Re-teaching 201: Guided Discourse | SWBAT guide scholars to unpack their own errors and build a solution via Show Call |
| 10/22/2021 | Book Club | SWBAT discuss high-interest book related to education/equity/leadership |
| 10/25/2021 | Data Day | SWBAT analyze the results of Interim Assessment 1 and create effective action plans to respond to data; SWBAT prepare for IA 2 |
| 10/29/2021 | Show Call 2.0: Accountable Revision | SWBAT hold scholars accountable for revising their work at the end of show call |
| 11/5/2021 | Pacing | SWBAT create the illusion of speed so that scholars feel constantly engaged |
| 11/12/2021 | Veterans Day | No PD |
| 11/19/2021 | Universal Prompts | SWBAT put the thinking back on scholars through universal prompts |
| 11/29/2021 | Full Day PD: Habits of Discussion + Batch Process | SWBAT strengthen class discussion by executing strong habits of discussion |
| 11/29/2021 | Full Day PD: Engaged Small Group Work | SWBAT maximize the learning for every scholar during small group work |
| 11/29/2021 | Full Day PD: High School Advisory Lessons | SWBAT prepare and execute a series of mini lessons that teach scholars about high school options and the high school admissions process |
| 11/29/2021 | Full Day PD: Preparing for Report Card Conferences | SWBAT explain our RC conference procedures and implement best practices for conversations with parents |
| 12/3/2021 | Report Card Conferences | No PD |
| 12/10/2021 | Lead Scholar Discourse 201: Strategic Prompts | SWBAT ask strategic questions in response to scholar error |
| 12/17/2021 | Book Club | SWBAT discuss high-interest book related to education/equity/leadership |
| 1/4/2022 | Data Day | SWBAT analyze the results of Interim Assessment 2 and create effective action plans to respond to the data; SWBAT prepare for IA3 |

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| 1/7/2022 | Gearing up for Winter NWEA | SWBAT review best practices for proctoring NWEA and prepare goal cards for scholars |
| 1/14/2022 | Scholar Supports PD | SWBAT discuss, review, and implement supports for students with disabilities and/or ELs |
| 1/21/2022 | Increasing Ratio: Everybody Writes | SWBAT incorporate Everybody Writes into their lessons |
| 1/28/2022 | The Art of the Sentence | SWBAT challenge scholar thinking by leading different one-sentence exercises |
| 2/4/2022 | Build Stamina | SWBAT build scholar stamina for writing productively by gradually increasing writing time |
| 2/11/2022 | Best Practices for Projects | SWBAT describe and implement guidelines for success when assigning projects |
| 2/18/2022 | Scholar Supports PD | SWBAT discuss, review, and implement supports for students with disabilities and/or ELs |
| 2/25/2022 | Book Club | SWBAT discuss high-interest book related to education/equity/leadership |
| 2/28/2022 | Data Day | SWBAT analyze the results of Interim Assessment 3 and create effective action plans to respond to data; SWBAT prepare for iA4 |
| 3/4/2022 | Lead Scholar Discourse 201: Go Conceptual | SWBAT get scholars to do the conceptual thinking |
| 3/11/2022 | Gearing up for IAR | SWBAT review best practices for proctoring IAR and motivating/preparing scholars |
| 3/18/2022 | Report Card Conferences | No PD |
| 3/25/2022 | Scholar Supports PD | SWBAT discuss, review, and implement supports for students with disabilities and/or ELs |
| 4/1/2022 | Growth Mindset and Final IAR Prep | SWBAT continue developing growth mindset in scholars and finalize preparation for next week's IAR |
| 4/8/2022 | Book Club | SWBAT discuss high-interest book related to education/equity/leadership |
| 4/15/2022 | Spring Break | No PD |
| 4/22/2022 | TBD | Responsive to Scholar and Teacher Needs |
| 4/29/2022 | EOY Scholar Culture | SWBAT describe the vision for scholar culture at the end of the year and discuss strategies for ensuring that vision |
| 5/6/2022 | TBD | Responsive to Scholar and Teacher Needs |
| 5/9/2021 | Data Day | SWBAT analyze the results of Interim Assessment 4 and create effective action plans to respond to the data |
| 5/13/2022 | Test Prep | SWBAT implement strong test prep practices to ensure scholars are ready for NWEA |
| 5/20/2022 | Gearing up for Spring NWEA | SWBAT review best practices for proctoring NWEA and prepare goal cards for scholars |
| 5/27/2022 | TBD | Responsive to Scholar and Teacher Needs |
| 6/3/2022 | Final Days of School and Final Spring NWEA Prep | SWBAT finalize NWEA preparations; SWBAT implement the vision for safe, productive, joyful final days of school |
| 6/10/2022 | Reflections and Celebrations | SWBAT reflect on the year and celebrate our growth and success |
| 6/17/2022 | Early Release | No PD |
| 6/23/2022 | Report Card Conferences | No PD |
| 6/24/2022 | Half Day PD/Close Out | Close Out |