

INTEROFFICE CORRESPONDENCE
Los Angeles Unified School District
Division of Instruction - Instructional Technology Initiative

TO: All Principals **DATE:** March 8, 2018

FROM: Sophia Mendoza *sm*
Director, Instructional Technology Initiative

SUBJECT: PRACTITIONER SCHOOLS 3.0: *INNOVATIVE DESIGNER* OVERVIEW

BACKGROUND:

The Instructional Technology Initiative (ITI) is committed to reimagining instructional technology support to schools as they continue making shifts to cultivate effective 21st-century instruction. Following the ITI Task Force Recommendations, ITI developed the Practitioner Schools (PS) model to reimagine and exemplify how schools can leverage digital tools to create rigorous and personalized learning environments for all learners.

Practitioner Schools 1.0 focused on the integration and use of a learning management system (LMS), exploring the utility of the LMS in creating courses and exploring grading practices using an online gradebook. PS 2.0, in turn, centered upon the cultivation of Computational Thinking as a literacy under the District-wide adoption of the International Society for Technology in Education (ISTE) Standards for Students. The PS 2.0 iteration revealed the direct relevance of the ISTE Standards as a framework to guide instructional practice, especially in introducing and exploring computational thinking. PS 3.0 will build upon this exploration by focusing on the *Innovative Designer* ISTE standard, which will provide a strong guiding vision for purposeful and creative problem-solving using a variety of digital tools.

INTRODUCING PRACTITIONER SCHOOLS 3.0:

In preparation for the 2018-2019 school year, ITI invites schools that demonstrate an innovator's mindset and have a proven track record of collaboratively addressing instructional challenges to apply to become a PS 3.0 school. Participating schools will need to be well into the process of successfully shifting their instructional practices around an identified problem of practice. A designated team at each school will be asked to systematically approach their problem of practice using an innovator's mindset to find effective solutions. This means that schools will engage in:

- Exploring empathy-based iterative design processes (i.e., understanding student needs)
- Implementing new approaches to teaching, learning and/or operations
- Leveraging new digital tools for instructional purposes
- Establishing new, collaborative partnerships within and across schools

PS 3.0 schools will be committed to using *Innovative Designer* practices to refine their instructional design and/or operational processes, and sharing their learning with others. Through these practices, schools will demonstrate persistence in developing solutions across challenges as well as ongoing collaboration through multiple iterations. The emphasis will be on the development and implementation of creative and effective solutions to instructional and/or operational problems of practice using a variety of purposefully selected digital tools.

PS 3.0 schools will receive support through professional learning opportunities and a designated Instructional Technology Facilitator (ITF) assigned to each school to support the collaborative implementation of the *Innovative Designer* process and guiding vision.

GOALS FOR PRACTITIONER SCHOOLS 3.0:

PS 3.0 will promote the use of a deliberate design process to solve an authentic problem of practice and to challenge teachers and instructional leaders to continuously learn and reflect upon their practices as they develop innovative solutions. As part of the PS 3.0 model, school sites will actively participate in the following processes:

- Collaborate in the creation of innovative solutions to an identified problem of practice that will involve a cycle of reflection-and-refinement with an emphasis on creating engaging and imaginative learning environments and increasing student achievement.
- Provide students with learning opportunities to practice an innovative mindset on a daily basis, thereby granting students the ability to build proficiency in 21st-century skills and practices for success.
- Enhance and improve teaching and learning practices by strategically leveraging digital resources through 21st-century lesson design.
- Provide opportunities for collaboration across Practitioner Schools, which include inquiry-group meetings centered on lesson study, action research, text-based discussions and other activities to convene in common dialogues about the intentional embedding of *Innovative Designer* methods in the core curriculum.
- Share PS 3.0 learnings with others in the District.

Further, PS 3.0 efforts will connect to District-wide STEAM+C programs in addition to supporting the emerging work of computer science education.

To learn more, please visit <http://achieve.lausd.net/iti> and review the benefits and commitments of participating in Practitioner Schools 3.0.

For more information, please contact Sophia Mendoza, Instructional Technology Director at sophia.mendoza@lausd.net.

Attachment A: Practitioner 3.0 - Intent To Participate

Attachment B: Practitioner 3.0 -Timeline

Attachment C: Practitioner 3.0 - [Application](#)

c: Vivian Ekchian, Interim Superintendent

Dr. Frances Gipson, Chief Academic Officer

Local District Superintendents

Administrators of Instruction

Intent to Participate

An agreement between the
Instructional Technology Initiative (ITI) and schools participating in
Practitioner Schools 3.0: Innovative Designer

As outlined in the Interoffice Correspondence: **PRACTITIONER SCHOOLS 3.0: INNOVATIVE DESIGNER OVERVIEW**, the Practitioner Schools 3.0 model was designed to shift our instructional practices and cultivate 21st century skills that are required to thrive in the world of tomorrow. Practitioner Schools 3.0 will use the [ISTE Standards for Students](#) and the [K-12 Computer Science \(CS\) Framework](#) to guide their work as they strategically and systematically ensure their students are granted ongoing learning opportunities that allow them to leverage digital resources, develop awareness of the foundational computer science concepts and practices, and cultivate *Innovative Designer* practices in alignment with the ISTE Standards for Students.

Guiding Questions for Participation

- Do you have an experienced collaborative Instructional Leadership Team (ILT) that reflects the voices of multiple stakeholders from the school community and convenes on a regular basis to coordinate systematic school-wide instructional initiatives?
- Do you have a culture of collaborative learning, including a record of successfully overcoming challenges as a faculty and structures that support professional learning and growth?
- Does your school have systems in place to facilitate collaboration and calibration in instructional practice (i.e., common planning times, instructional rounds, etc.)?
- Does your school's instructional practices already reflect a concerted effort to leverage digital resources to uphold the skills and practices of the 2016 ISTE Standards for Students and/or the K-12 CS Framework as called for in the ITI Task Force Recommendations?
- Is it evident that your school understands that the ISTE Standards for Students and the K-12 CS Framework are about pedagogy, not leading with a tool?
- Is your school committed to interdisciplinary instructional design that promotes real-world applications?
- Is your staff open to reflecting upon and refining your instruction to enable students to thrive in a connected, digital world?
- Is your school site committed to becoming a part of a professional learning network and sharing your learning with others?
- Does your school support students with rigorous instructional practices that promote creativity and innovation guided by problem-based learning?

Purpose:

The intent of this model is to strategically and systematically ensure that LAUSD students are granted intentional exposure to leveraging digital resources, developing foundational computer

science concepts and practices, and integrating *Innovative Designer* practices within the K-12 classroom through an interdisciplinary approach. The goal is to create learning experiences that grant our students the opportunity to practice *Innovative Designer* skills and dispositions on a daily basis.

To cultivate learning environments that empower students to thrive in the world of tomorrow, ITI invites schools ready to systematically reflect and refine their instructional practices to participate in this program. The purpose of this program is to create a learning community of like-minded schools as they collectively explore how to leverage digital resources to transform teaching and learning and to support students in developing awareness of the foundational computer science concepts and practices.

In collaboration with the school site, ITI will gather data to inform future District-wide practices. In addition, by resourcing an ITF to the school site's Instructional Leadership Team, ITI seeks to identify, document, showcase and celebrate examples of effective implementation of the [ISTE Standards for Students](#) and the [K-12 CS Framework](#) to help others shift into 21st century instructional practices.

Practitioner Schools 3.0 Goals:

The Practitioner Schools 3.0 model is designed to promote learner agency and challenge teachers to continuously learn and reflect upon their instructional practice. As part of the Practitioner School 3.0 model, school sites will use the [ISTE Standards for Students](#) and the [K-12 CS Framework](#) to guide their work as they actively participate in the following:

- Collaborate in the creation of innovative solutions to an identified problem of practice that will involve a cycle of reflection-and-refinement with an emphasis on creating engaging and imaginative learning environments and increasing student achievement.
- Provide students with learning opportunities to practice their innovative mindset on a daily basis, thereby granting students the ability to build proficiency in 21st century skills and practices for success.
- Ensure curriculum is aligned to the K-12 CS Framework including but not limited to equitable access to computer science instruction for every student.
- Enhance and improve teaching and learning practices by strategically leveraging digital resources through 21st century lesson design.
- Provide collaboration among other Practitioner Schools, which includes inquiry group meetings centered on lesson study, action research, text-based discussions and other activities to convene in common dialogues about the intentional embedding of Innovative Design methods in the core curriculum.
- Share Practitioner Schools 3.0 learnings with other stakeholders in the District.

This Intent to Participate outlines the terms and understanding between the Instructional Technology Initiative (ITI) and participating schools, who will be referenced as “Practitioner Schools 3.0.”

Commitment Summary:

A school selected for Practitioner Schools 3.0 is committed to pioneering and modeling for others in the District how to engage in the instructional shifts needed to cultivate 21st century skills and practices as outlined in the [ISTE Standards for Students](#) and the [K-12 CS Framework](#). Specifically, Practitioner Schools 3.0 will focus on developing innovative design through interdisciplinary instruction that leverages digital resources and supports students in the development of the foundational computer science concepts and practices. As part of the model, the school will receive support from an Instructional Technology Facilitator (ITF) to assist in the design of interdisciplinary learning experiences that leverage digital resources. The ITF will collaborate with the school's ILT to develop the instructional initiatives outlined in this model and prepare the site to be an exemplar for other District schools in the areas of instructional leadership and promising instructional practices.

Meetings and Reporting:

To accomplish the purpose set forth in this Intent to Participate, the school agrees that ITI can collect data throughout the school year via multiple channels, including focus groups, interviews, surveys, periodic observations, artifacts and other analytic tools to document the 21st century instructional practices the Practitioner Schools 3.0 is modeling and making available for others to learn from.

School Selection Criteria:

Essential traits of a Practitioner School 3.0 include:

- An experienced collaborative Instructional Leadership Team (ILT) that reflects the voices of multiple stakeholders from the school community and convenes on a regular basis to coordinate systematic school-wide instructional initiatives.
- A system in place to facilitate timely collaboration and calibration in instructional practices (i.e. common planning times, instructional rounds, etc.).
- Instructional practices already reflect alignment and/or a concerted effort to uphold the skills and practices of the 2016 [ISTE Standards for Students](#) and/or the [K-12 CS Framework](#), and it is evident that the school understands that effective 21st century is about pedagogy, not tools.
- Ability to demonstrate there is a school-wide commitment to cultivate Innovative Designer skills and dispositions through interdisciplinary instruction.
- Dedicated digital resources and support infrastructures.
- A demonstrated effort to go beyond limitations of pre-packaged curricula.

Schools will be selected based on the collective input of the ITI and the Local District leadership. Interested schools are encouraged to apply at: <http://bit.ly/ps3application>

Practitioner Schools 3.0: Innovative Designer:

School Commitments:

As a participant in the Practitioner Schools 3.0, the school agrees to the following milestones:

Prior to receiving an ITF:

1. Designate a lead that will ensure all teachers build capacity to facilitate having students access their SSO login information.
2. Designate one certificated or classified staff member as a Technology Support Lead.
 - a. Certificated or classified personnel identified as the school's point of contact to address any District-related technical support issues.
3. The Innovative Designer (ID) Practitioner Team and school leadership will meet with ITI to calibrate on the role of the ITF as an instructional coach and determine how the ITF will be integrated into the school's instructional practices.
4. Establish regular planning time in which the ITF can participate to collaboratively design instruction that cultivates 21st century skills and practices as outline by the [ISTE Standards for Students](#) and the [K-12 CS Framework](#).
5. Convene a (certificated) ID Practitioner Team that will be known as "ID Practitioner Team" and serve as the ITF's primary point of contact. The assigned ITF will focus on building capacity of this team, and this team will be responsible for continuing the work of the ITF beyond the 2018-2019 school year.
 - a. The ID Practitioner Team at minimum must include:
 - i. The Principal (or administrator designee)
 - ii. A teacher
 - iii. An additional teacher or out of classroom support personnel (such as instructional coaches)
6. School agrees to allocate the funds needed to send a three-member ID Practitioner Team to each of the learning sessions outlined below:
 - a. Virtual Welcome Webinar:
 - i. Friday, May 18, 2018 (3:00 pm-4:00 pm)
 - b. Onboarding (face-to-face sessions)
 - i. Saturday, June 2, 2018 (8:00 am to 3:00 pm)
 - ii. Wednesday, August 8, 2018 (8:00 am to 3:00 pm)
 - iii. Thursday, August 9, 2018 (8:00 am to 3:00 pm)
 - iv. Friday, August 10, 2018 (8:00 am to 3:00 pm)
 - c. Follow-up Learning (face-to-face sessions):
 - i. Friday, September 28, 2018 (8:00 am to 3:00 pm)
 - ii. Friday, March 22, 2019 (8:00 am to 3:00 pm)
 - iii. Friday, May 31, 2019 (8:00 am to 3:00 pm)

7. Meet with an ITI team member to draft a professional learning plan for the 2018-2019 school year that is in alignment with the goal of the Practitioner Schools 3.0 model;
8. Agree to treat this as a schoolwide initiative with a majority of the teachers participating in this work;
9. Commit to serve as a mentor school: share your learnings, best practices, and provide updates on school's progress on implementing 21st century instruction.

Within the 1st month of instruction:

10. Set a meeting with the ITF to go over roles, responsibilities and expectations, mid year, and end of year check in and progress updates
11. Include the ITF in the school's Instructional Leadership Team meetings to assist in bringing cohesion to schoolwide instructional initiatives;
12. Begin process to become a [Common Sense Digital Citizenship School](#) (Certification to be completed by the 2018 Thanksgiving Break).
13. Begin process to complete a Technology Plan by registering for an ITI three-day Tech Planning Cohort (school selects offering based on the dates that work best for their team).

Ongoing throughout the school year:

14. Allocate time for the ITF and ID Practitioner Team to go into classrooms and grade/subject planning teams to work with teachers as instructional coaches focused on promoting sound instructional practices. Collectively, the ITF and ID Practitioner Team will co-teach, model and design instruction with teachers to ensure that instruction is intentional about leveraging digital resources, engaging students in the foundations of computer science, and cultivating *Innovative Designer* skills and dispositions
15. Be an active participant and contribute to the learning communities dedicated to Practitioner Schools 3.0. This includes having the ID Practitioner Team attend the follow-up Learning (face to face sessions):
 - a. Friday, September 28, 2018 (8am to 3pm)
 - b. Friday, March 22, 2019 (8am to 3pm)
 - c. Friday, May 31, 2019 (8am to 3pm)
16. Follow through in attending an offering of ITI's three-day Instructional Technology Planning Cohort and submit a completed technology plan prior to the end of the 2018-2019 school year.
17. In partnership with the ITF, the ID Practitioner Team will facilitate professional learning during school's banked time (or equivalent) that is focused on building teachers capacity in cultivating the goals of this model. Teachers agree to come back after professional development to share how they are using their new learnings to shift instruction in their classrooms.
18. Staff agrees to make their learning available to others in the District by allowing the ITF to work with teachers to package exemplars that will be

shared via the ITI scalar platform:

<http://scalar.usc.edu/works/lausd-iti-task-force-recommendations/index>

19. Staff agrees to complete periodic online feedback forms regarding the implementation of Innovative Designer practices to help us determine the strides and supports needed, if any.
20. Conduct periodic, pre-determined, non-evaluative site and classroom visits by teachers, principals and District leaders for the purpose of learning from the school's progress in accomplishing this program's goals.
21. Host visits and share learnings with other District schools striving to build a cohesive 21st century aligned instructional model.

OPTIONAL release of teachers (using school identified funds) to visit other Practitioner Schools and observe instruction in practice.

Instructional Technology Initiative Commitments:

As a support to the Practitioner Schools 3.0, ITI agrees to the following:

1. Assign an ITI representative (known as an "Instructional Technology Facilitator" or "ITF") to support your school as an integrated member of your school's Instructional Leadership Team (ILT).
 - a. The role of the ITF is to be an instructional thought partner to the school's ILT and in collaboration with the school's self-identified ID Practitioner Team assist the school in making the shifts needed to attain effective 21st century instructional design that aligns with the the [ISTE Standards for Students](#) and the [K12 CS Framework](#);
 - b. **Project Exclusions:** This project is instructional at its core. Technical support is not provided by the ITI or its representatives on campus. Technical support will continue to be provided by ITD's helpdesk at the following link: <http://achieve.lausd.net/onlineHELP>
2. Provide professional learning and instructional support to build schools' capacity in leveraging digital resources and implementing the [ISTE Standards for Students](#) and the [K12 CS Framework](#) to strengthen and enhance curricula, differentiate and personalize instruction, and engage students and parents. Supports include:
 - a. Guidance on attaining Common Sense Digital Citizenship Certification (School-wide)
 - b. Computer Science offerings:
 - i. Elementary: CS Fundamentals
 - ii. Secondary: CSE Pathways
 - iii. All: Navigating CS and other offerings
 - c. Professional learning sessions for each of the ISTE Standards for Students through the ISTE Suite offerings
3. Facilitate the process for others in the District to learn from the Practitioner Schools 3.0 by coordinating periodic campus visits and/or curating exemplars that illustrate the [ISTE Standards for Students](#) and the [K-12 CS Framework](#) in implementation.

Funding - Financial Considerations

As part of this model, ITI funds the placement of an ITF at the practitioner school for the purposes of serving as an instructional coach focused on cultivating sound instructional practices through the ISTE standards and the K12 CS Framework. Participating schools understand that ITI does not have funding available to compensate the school's ID Practitioner Team for attending the required face-to-face learning sessions. By submitting this application, schools are agreeing that they will identify the funds needed to send a 3-member team to each of the learning sessions outlined above in the commitments section.

Duration of Term and Termination Process

This agreement will commence upon a school's acceptance to the Practitioner Schools 3.0 model starting in May 2018 with an initial planning meeting. Initial sessions will be focused on outlining the school's professional development calendar for the 2018-2019 school year, discuss the onboarding process, and strategize how the ITF will be best leveraged to supplement the school's existing infrastructures to support interdisciplinary instructional design that cultivates *Innovative Designer* practices. Contingent on a school's ability to fulfill their commitments as outlined below, ITI is committed to offer instructional support throughout the end of the 2018-2019 school. The direct support of an ITF being allocated to the school site will conclude on **June 7, 2019**; thereafter, pending funding, additional opportunities will be available for the school to continue to be part of the school's learning community to refine their practices and share their learnings with other schools.

Application

Schools who meet the criteria above are encouraged to apply at: <http://bit.ly/ps3application> (**Due Friday, April 6, 2018 at 4:00 pm**) to take part in this exciting learning opportunity.

- Important Note: User must be logged into LAUSD Google drive with their SSO to access application.

Additionally, schools that may have questions are encouraged to join us for a Questions & Answers (Q&A) session on any of the following dates:

- Wednesday, March 14, 2018 at 2:00 pm or Thursday, March 22, 2018 at 2:00 pm
 - Join a Q&A Session from your computer, tablet or smartphone:
<https://global.gotomeeting.com/join/269745029>. You can also dial in using your phone: (312) 757-3121 Access Code: 269-745-029

For more information regarding the Practitioner Schools 3.0 model, please visit <http://achieve.lausd.net/iti> or contact Sophia Mendoza, Instructional Technology Director at sophia.mendoza@lausd.net.

Acknowledgements:

INSTRUCTIONS: Complete this page and submit electronically as an attachment for the last question in your application: <http://bit.ly/ps3application>.

School Principal: Your signature below reflects that you have read and agreed to the above referenced content and you are requesting to participate in the Practitioner School 3.0 Model: *Innovative Designer* for the 2018-2019 school year. **Your signature below also indicates your understanding that ITI reserves the right to retract your acceptance and/or the support of an ITF if you are unable to comply with the above outlined commitments.** Should there be a change in the school’s leadership (principal or instructional director) the new leadership team would need to reaffirm their commitment and ability to uphold the above outlined commitments.

School Name:	
Principal Name:	
Principal Signature:	
Principal Phone Number:	
Principal LAUSD Email:	

Instructional Director: Your signature below reflects that you have read and understand the above referenced content and will be an active participant in supporting the above school in their commitments as a Practitioner School 3.0: *Innovative Designer*. Your signature below also confirms that you understand that the role of the Instructional Technology Initiative is a support role and as such is committed to partnering with you and the school to ensure calibrated efforts. Should there be a change in the school’s leadership (principal or instructional director) the new leadership team would need to reaffirm their commitment and ability to uphold the above outlined commitments.

Local District:	
Instructional Director Name:	
Instructional Director Signature:	
Instructional Director Phone Number:	
Instructional Director LAUSD Email:	

PRACTITIONER SCHOOLS 3.0: INNOVATIVE DESIGNER TIMELINE

<u>Date</u>	<u>Item</u>
Thursday, March 8, 2018	Application window for Practitioner Schools (PS) 3.0 opens
Wednesday, March 14, 2018	Optional Q&A Virtual session (2:00 pm to 3:00 pm)
Thursday, March 22, 2018	Optional Q&A Virtual session (2:00 pm to 3:00 pm)
Friday, April 6, 2018	Deadline to Apply for PS 3.0
April 9 to May 4, 2018	School Sites Visits: ITI visits schools that applied to validate information submitted
Week of May 14, 2018	Schools are notified of their application status
Friday, May 18, 2018	Host Virtual Welcome Session for accepted schools (from 3:00 pm to 4:00 pm)
May 21, 2018 to June 7, 2018	ITI Planning Meetings with PS 3.0 Schools Innovative Designer teams to outline 2018-2019 Professional Development calendar
Saturday, June 2, 2018 Wednesday, August 8, 2018 Thursday, August 9, 2018 Friday, August 10, 2018	Face-to-Face onboarding session for school staff (8:00 am to 3:00 pm)
Friday, September 28, 2018 Friday, March 22, 2019 Friday, May 31, 2019	2018-2019 Follow-up Learning Sessions (8:00 am to 3:00 pm)