

RSU No. 5 K-12 Work and College Readiness Task Force Work Plan and Time Line

December 2 (9:00-11:30) Employer Feedback Meeting

- Solicit essential work readiness skills from business, non-profit, and municipal employers
- Recommendations will inform the K-12 Educator Task Force's work

December 20 (8:30 – 3:00) K-12 Educator Task Force Organizational Meeting

- Use December 2 information and existing work and college readiness standards both in and outside the district to draft RSU No. 5's work and college readiness standards.
- Plan stakeholder feedback process.
- Refine group work plan, outcomes, and products for the year.
- Determine the rubric format.
- Identify quality and content criteria to guide rubric development.

January 3-19 Feedback

Feedback on identified standards (electronic, in staff meetings and early release, in the A-Team, from the December 2 group in writing).

January 24 (tentative)

College readiness focus group (college representatives and high school teachers and guidance staff).

January 27 (8:30 – 3:00) Task Force Work Session

- Incorporate feedback.
- Refine rubric development process.
- Begin rubric development in work groups.

February 16, March 3, March 17 (8:30 – 11:30 and 12:30 – 3:30)

(Task Force members will have the option to condense this into one full day.)

Rubric Development Work Sessions

March 24 (12:30 – 3:30) Task Force Work Session

- Share and refine rubric drafts.
- Identify existing assessment opportunities.
- Refine rubric piloting process with existing assessments.
- Identify opportunities for community members to participate in refining assessments and being part of juried exhibitions.

March 31 (12:30 – 3:30) Additional Task Force Work Session (if needed)

April 26 (3:00 – 4:30) Task Force Check-in Meeting

May 25 (12:30 – 3:30) Task Force Work Session

- Share experiences using rubrics with existing assessments.
- Identify assessments for use or adaptation.
- Revise rubrics as necessary in work groups.

June 21, 22 (8:30 – 12:00), **June 23** (8:30 – 2:30), **August 18** (8:30 – 12:00) Task Force Work Sessions

- Use the rubric testing experience, the curriculum, and the Strategic Plan Framework performance indicators to create an assessment framework (pacing, format, and draft scoring guides) for the standards.
- Refine/develop appropriate assessments at each grade span.
- Identify instructional implications of the rubrics and the standards.
- Draft recommended grade span implementation plans for phase-in of standards and assessments (A-Team discussion and final plans sometime before August 26).

Task Force Member Meeting Time Commitment: School Year 10-11: Two full release days, four (possibly five) ½ day release times (group could decide to condense three of the ½ days to one full day), one after school meeting. Summer Work: Three ½ days, one full day

Task Force Roles and Responsibilities: Provide information from his or her school as needed; explain Task Force work in staff meetings and facilitate school-level feedback processes as needed; participate in rubric development work groups; pilot rubrics (and/or enlist others to pilot rubrics) between March and May; review work via email between meetings and work sessions.