# **Proposed Scope of Work**

###### Los Angeles leadership Primary academy

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| **Prepared For**  Tina Butler  Chief Operations Officer  (323) 394-1137  tbutler@laleadership.org | **Prepared By**  Katie Salguero  José Franco  Robert Rosenfeld  WestEd  (415) 717-5450  rrosenf@wested.org |

| **About WestEd** |
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| WestEd partners with districts and schools across the country to provide customized, comprehensive research- and evidence-based solutions that meet the unique needs of districts and schools focused on continuous improvement. This scope of work presents services and support that WestEd is proposing for Los Angeles Leadership Academy for the 2021-22 academic year. |

#### Background

WestEd school improvement facilitators met with Los Angeles Leadership Academy’s COO, Tina Butler, to discuss mathematics instruction at the academy and the desire to improve students’ CAASPP assessment scores. Ms. Butler would like primary grades teachers to engage in research-based effective mathematics teaching practices throughout the 2021-2022 school year with Professional Development and Coaching Sessions.

#### Summary of proposed Services

For the 2021-22 academic year, WestEd proposes a multi-tiered system of services that includes the following:

* Ongoing training focusing on effective mathematics teaching practices
* Monthly coaching sessions

Each component is described in detail below.

#### Intended OUtComes by Audience

By the end of the proposed scope of services, the following audiences will be able to do the following:

* All teachers who complete the training sessions will have opportunities to engage and practice effective mathematics teaching practices such as orchestrating productive mathematics discussions and posing purposeful questions, and the Standards for Mathematical Practice as outlined in California’s Common Core State Standards for Mathematics.
* Teachers who complete the training sessions and participate in the monthly coaching sessions will have opportunities to reflect and debrief with colleagues and WestEd staff about their instructional practice. Furthermore, teachers will create next steps for enhancing their instruction.
* Site leaders will be invited to all sessions

#### Desired Impact

As a result of the services proposed below, it is expected that Los Angeles Leadership Primary Academy will increase capacity, familiarity, and expertise with supporting classroom discourse, student-centered classroom environments that focus on equity, and rigorous mathematics instruction. Long-term impacts include increases in student engagement and achievement as well as building student’s agency and ownership from their mathematics classroom experience.

#### List of Services

Below is a list of services WestEd proposes for LALA for the 2021-22 academic year:

1. Initial Two-Day Professional Development Session:
   1. On day 1, teachers will engage in academic discussions and practice embedding discourse supports for all students within their lessons
   2. On day 2, teachers will be introduced to effective mathematics teaching practices as outlined in NCTM’s *Principles to Actions* publication and will participate in a content-specific and grade-appropriate mathematics instruction activity.
2. Three Ongoing Embedded Professional Development (PD) Sessions During the School Year:
   1. The morning of each session will focus on cross-curricular strategies to increase student engagement across all subjects.
   2. In the afternoon, teachers will go deeper into the implementation of effective mathematics teaching strategies and refine their understanding of the Standards for Mathematical Practice.
3. Eight Monthly One-Day Coaching Sessions
   1. Teachers will co-plan a math lesson followed by an observation and feedback.
   2. Teachers will incorporate effective mathematics teaching practices into math lessons from the published curriculum
   3. Teachers of grades 3-5 will receive priority in engaging in coaching sessions

#### Deliverables summary

Two WestEd Facilitators/Coaches will provide:

* Initial two-day PD Session with all teachers early in the school year (August).
* Three one-day PD Sessions throughout the school year (October, February, and May).
* Eight Coaching days with teachers throughout the school year (1 day per month); two coaches will be provided on each day to maximize the number of teachers that can be coached on each visit. Teachers of grades 3-5 will receive priority.

#### Cost - $114,000

This proposal is for a fixed price contract. Costs are inclusive of all planning, travel, training, coaching, and all reasonable communications.

# Regarding COVID-19

Given the uncertainty of the COVID-19 pandemic, a distance learning alternative may also be provided for any onsite service proposed. In all cases, the alternatives are designed to be of equal value and include a strategic blend of synchronous and asynchronous engagements and supports.