

myGradSuccess

A Schoolwide Approach
to Supporting Students

At a Glance
18-Step Color Coding Fidelity Checklist
myGradSuccess
(full document follows checklist)

What action is taken if a student is flagged by an early warning system?

- Meeting with teachers and administrators
- Meeting with parents
- Referral to Student Support Team
- Develop an Intervention Plan
- Assign a case manager
- Assign an adult mentor
- Arrange access to Social Services
- Assign Credit Recovery courses
- Assign Academic Support courses
- Assign to mandatory tutoring

18-Step Early Warning Color Coding Fidelity Checklist

Yes/No	Fidelity Question	If No, Why?
	<p>Step 1</p> <ul style="list-style-type: none"> • Do you have 3 years of cohorts color coded at beginning of school year? • Do you have 4 years of Cohort color coded data after the first Semester of Freshman year? 	
	<p>Step 2</p> <ul style="list-style-type: none"> • Do you have a team working with each grade level? • Does the team meet on a monthly basis? • Does the team ensure the data is correct, such as diploma type, GPA, credits, student has the required credits to graduate, has the student passed all required assessments and/or do they have ESE waiver? • Can you combine the teams with other existing teams? 	
	<p>Step 3</p> <ul style="list-style-type: none"> • Does the team consist of the following staff assigned to the cohort: <ul style="list-style-type: none"> ○ Assistant Principal ○ School Counselor(s) ○ ESE Personnel ○ Registrar or Data Entry Personnel ○ Teachers ○ School Social Worker(s)/School Psychologist ○ SSAP/GED 	
	<p>Step 4</p> <ul style="list-style-type: none"> • If available in your school, do you have any of the following serving on your team: <ul style="list-style-type: none"> ○ MTSS/RTI ○ Discipline IA ○ PBIS Initiatives 	
	<p>Step 5</p> <ul style="list-style-type: none"> • Have you asked your Discretionary Project Personnel to serve on your team? 	
	<p>Step 6</p> <ul style="list-style-type: none"> • Have you reviewed the following information during the individual meeting with each of the Orange and Yellow students: <ul style="list-style-type: none"> ○ GPA ○ Credits ○ Discuss what is needed for the student to graduate on time 	

Yes/No	Fidelity Question	If No, Why?
	<p>Step 7</p> <ul style="list-style-type: none"> • Have you implemented the Graduation Pledge strategy to include the following for the Orange and Yellow students: <ul style="list-style-type: none"> ○ Meet with the students individually and have an inspiring conversation with them ○ Photograph the student wearing a cap and gown ○ Reach out to the family for their support ○ Consider photographing the family with the student wearing a cap and gown and have them sign the pledge as well 	
	<p>Step 8</p> <ul style="list-style-type: none"> • Have you assigned a mentor to work with each of the Orange and Yellow students each school year? <ul style="list-style-type: none"> ○ Create Peer Mentoring Programs ○ Consider reaching out to businesses for incentives and/or rewards. 	
	<p>Step 9</p> <ul style="list-style-type: none"> • Have you scheduled regular weekly meetings with the Orange students? • Do you schedule meetings every 2 – 4 weeks with the Yellow students? (You may discontinue meetings once the team is confident the student will graduate.) 	
	<p>Step 10</p> <ul style="list-style-type: none"> • Have you assigned someone to Light Blue (dropout) students? <ul style="list-style-type: none"> ○ Locate and/or retrieve the student ○ If found in another school, school district, DJJ facility they should be re-coded if retrieved. 	
	<p>Step 11</p> <ul style="list-style-type: none"> • Do you have personnel working with Dark Blue students? • For Orange and Yellow ESE students; are ESE personnel exploring the following: <ul style="list-style-type: none"> ○ Additional supports ○ Accommodations ○ Technology to help students 	

Yes/No	Fidelity Question	If No, Why?
	Step 12 <ul style="list-style-type: none"> • Before a dropout code is entered, have you ensured every possible effort has been implemented to prevent the student from dropping out? 	
	Step 13 <ul style="list-style-type: none"> • For incoming and exiting students, have you decided who is responsible for adding or removing these students from your Color-Coded Cohort List? 	
	Step 14 <ul style="list-style-type: none"> • Do you have sufficient Credit Recovery Licenses? <ul style="list-style-type: none"> ○ Offering Credit Recovery before or after school, with teacher support ○ Utilizing Home Room as an opportunity for Credit Recovery and/or Tutoring ○ Learning Strategies and Support Facilitation 	
	Step 15 <ul style="list-style-type: none"> • Do you verify Orange and Yellow students attend tutoring sessions? • Do you offer Summer School for Orange and Yellow students for each of the three Color-Coded Cohort years? 	
	Step 16 <ul style="list-style-type: none"> • Do you offer a Grade Floor? • Do you have effective Grade Forgiveness Policy? <ul style="list-style-type: none"> ○ Considered dropping the lowest grade ○ Implement Restorative Practices/Strategies in lieu of Suspensions 	
	Step 17 <ul style="list-style-type: none"> • When creating your Master Schedule, are you taking the ESE and Lower Quartile students into consideration? • Are you using Support Facilitation and Graduation Coaches to the fullest extent? 	

Using Support Facilitation – “One of the changes made this year was streamlining how we offer Support Facilitation. This year, our Support Teachers are assigned to a Math and an English class with students on their caseload. That same teacher then sees the students on their caseload in a Learning Strategies class where they reinforce the lessons currently being taught. This way the Support Teachers see the students at least 3 times per day. The teachers have commented that they really like this structure because it allows them easier access to their students and they are able to monitor their progress better.

Yes/No	Fidelity Question	If No, Why?
	<p>Step 18</p> <ul style="list-style-type: none"> • Have you considered the following for students identified as Orange, Yellow or Light Blue : <ul style="list-style-type: none"> ○ Social Work Services ○ Counseling ○ Mental Health Services ○ Social Intervention ○ Who is linked to the students 	

Finally, celebrate and reward their success when they walk across that stage!