



Indiana Schools to Watch (STW) Basic Timeline



___ Become a member of IMLEA (if not already)

___ Schedule meeting with staff and Susie Highley to explain the process. It may be possible to do this via video.

___ Once staff has decided to proceed, request the electronic rubric for each staff member to complete. (Request from Nancy Flowers in Illinois via Susie Highley. An electronic link will be sent to you for a specific time period.) Soon after you will receive a summary with the averages for each section.

___ You can begin your application even before the rubric is completed, but also use the results of your rubric to inform the application. We anticipate you will have questions! The application is due by October 15, 2022.

___ A panel of reviewers will read the application. Many are principals of STW designees. They will determine if a school is ready to proceed with the on-site visit.

___ The on-site visitors meet with administrators, teachers, paraprofessionals, parents, community members, district administration (if possible), and students (both selected by staff and randomly). Ideally this occurs from November - January.

___ The on-site visitors' reports are compiled and a recommendation is made as to whether the school meets the STW criteria. Occasionally, questions arise and adjustments are suggested.

___ The school holds a celebration of designation, often in May. The banner is presented, officials speak, students perform.

___ The principal and other representatives attend the STW national conference in June in Washington, D.C. They receive more recognition, and present a session highlighting one of the school's strengths while also attending other STW presentations.

