



# **Magnet School**

## **Annual Report**

### **2013-2014**

**CREC Metropolitan Learning Center for Global and International Studies**



**Metropolitan Learning Center for Global and International Studies**

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Name of School

**1551 Blue Hills Avenue  
Bloomfield, CT 06002**

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Address

**(860) 242-7834**

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Phone

**sdouglas@crec.org**

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E-Mail

**Sasha Douglas, Principal**

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Director or Principal

**Participating (formally) School Districts**

Bloomfield

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East Windsor

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Enfield

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Hartford

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Windsor

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Windsor Locks

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***Information for Statewide Policymakers***

2013-14 continued to be a year of unprecedented inquiry into statewide interdistrict magnet schools by a range of policy groups and those holding the ultimate legislative and budgetary authority over our statewide program. The Connecticut General Assembly continues to require the CSDE to produce a Results-based Accountability template for determining program effectiveness and a comprehensive magnet school plan with specific recommendations for supporting and sustaining the program. In order for the CSDE to be able to answer specific questions to ensure the program’s long-term viability, we request information on the following objectives:

- 1) Describe the methods used to ensure recruitment and retention of a diverse student body, and how the demand for your program translates into sustained interest in the school. Please include any specific efforts in reaching families that may not yet be familiar with school choice programs. (Note: not applicable for those schools who were required to submit an enrollment management plan in the spring of 2014 due to non-compliance)**

CREC employed a diversified and aggressive marketing strategy to increase the number of students applying for CREC schools. This targeted marketing plan included specific strategies for Hartford families, suburban families, and communities for which we have not had a significant applicant pool in past lotteries. Through an intensive community outreach campaign, we were able to reach a number of applicants from families where English is their second language. This year’s marketing campaign included direct mail, advertising through social media, radio and television commercials, community events, application events, and various other outreach opportunities through our community partners. In addition to the district-wide marketing strategies, each CREC magnet school offered open houses and in-school events, presentations at magnet school fairs, and direct outreach to parents and students in both Hartford and suburban district public schools. As in previous years, CREC continued to see an increase in the number of applicants to a CREC schools.

- 2) Describe your school’s professional development priorities for 2013-14. Be specific as to activities that support your special magnet theme.**

Professional development for staff at the Capitol Region Education Council (CREC) is designed to enhance the knowledge, skills, and attitudes of its educators so that they can improve student learning. The year’s sessions focused on providing teachers with the tools needed to implement new national and state standards into all curricula, grades PreK-12.

**Teachers’ Academy**

CREC identifies and delivers essential professional development for its new teachers at the start of each school year through its Teachers’ Academy. This three-day event provides participants with the unique knowledge and skills that are essential for success as an instructor in our theme-based interdistrict magnet schools. While all certified educators who are in their

first three years of employment with CREC are required to participate, returning teachers are also encouraged to register for sessions of interest. Over eighty workshops were offered in August of 2013. Topics included “Effective Strategies for Close Reading,” “Flipped Learning,” “Including Primary Sources into the Social Studies Classroom,” “How to Use Manipulatives in the Mathematics Classroom,” and “Strategies to Support Young Learners.” Over 350 staff members attended CREC’s Teachers’ Academy this year.

### **Teachers’ College Reading & Writing Workshop Project**

CREC's schools continued to work with Columbia University’s Teachers’ College Reading and Writing Project (TCRWP) in an effort to build our capacity to meet the expectations of the Common Core State Standards. Staff developers from Teachers' College divide their time during professional development days by demonstrating strategies related to writing, reading and content-area literacy by coaching teachers, providing them with feedback and next-step goals, helping them to use and learn performance assessments, and preparing them for upcoming units of study.

### **Common Core State Standards**

CREC Schools continued to implement Common Core Standards across all schools. Ongoing professional development was offered throughout the year to ensure fidelity of implementation.

### **Shared Inquiry Training**

CREC Schools continued its work with the Great Books Foundation to support the teachers' use of the shared inquiry approach within its classrooms. The "shared inquiry" approach for reading and discussing literature engages students in higher-order thinking and collaborative problem-solving by emphasizing questioning, text-based support and student discourse. While new teachers to CREC received the initial training, returning educators used the continued work with Great Books to receive feedback on how to maximize the quality of student discourse that takes place in their classroom.

### **Academic Rigor and Instruction**

CREC Schools continued to use tools for rigor, relevance and relationships developed by the International Center on Leadership in Education for grades K-12. We began adapting and using rubrics from Ed Leader21, specifically to assess communication, critical thinking, creativity and collaboration. In addition, modules on Academic Rigor and Shared Inquiry were offered through the Blended Solutions grant.

### **Monthly Book Study Groups**

The district’s curriculum leaders facilitated monthly book study groups throughout the school year for all teachers. Book study groups promote conversations among teachers and school staff that lead to the application of new ideas and strategies in classrooms. Teachers had the opportunity to share insights, ask questions of the text and each other, and learn from the perspectives of other teachers across the district. Facilitated discussions on strategies that can be applied directly in the classroom, the potential obstacles to implementation, and what can be done to overcome these obstacles take place each month. *Maximizing Professional Capital* was one of the books discussed in the monthly study groups.

### **Next Generation Science Standards**

While Connecticut has not yet adopted the Next Generation Science Standards, CREC's teachers began conversations about how the *Framework* and NGSS standards may be implemented. Following the recommendations from the Connecticut State Department of Education, CREC's staff examined the eight Science and Engineering Practices described in the Framework for K-12 Science Education, learned about the knowledge components inherent in each of the eight Practices, explored how students' abilities to use the Practices with specific content increases in complexity across the grades, and learned to design instructional outcomes that integrate all 3 Dimensions by combining one of the Practices with a science concept and a crosscutting theme.

### **Positive Behavior Support System (PBIS)**

All CREC schools have implemented a PBIS system in their schools. District wide training of teams and coaches took place throughout the year.

### **Theme-based Professional Development**

Approximately fifty percent of Metropolitan Learning Center's school-based professional development is in support of the International Baccalaureate Program. Professional development activities include a focus on Inquiry and Depth of Knowledge. Time is also spent on alignment of assessments, ensuring that formative assessments build up to summative assessments. Lastly, during the past year, a great deal of time was spent on shifting to a more conceptual framework of teaching, emphasizing real-world and interdisciplinary applications.

### **3) What does your school do uniquely well (related to your magnet theme) that you think other regular public schools may replicate on the local level or in other public schools.**

MLC excels in the areas of academic achievement as measured by enrollment in Advanced Placement and UCONN Early College Experience programs, graduation rates and college acceptance rates. In addition, the school's theme of global and international studies is widely integrated into the curriculum and co-curricular activities of the school. The theme is embedded in the interdisciplinary, integrated units of study that include opportunities to communicate with students throughout the world on important topics. Unique to MLC, are the extensive opportunities for international travel, hosting of international visitors and dialogue on pressing geopolitical, cultural, economic and humanitarian issues of the day.

### **4) Describe the manner in which you promote replication of your school's best practices with regular public schools.**

CREC has developed the Blended Solutions website to share best practices with their colleagues in the Hartford Public Schools. Blended Solutions offers a continuum of professional development for Hartford and CREC teachers through a mixture of online and face-to-face sessions that are aligned to Connecticut Common Core Standards, the Common Core Teaching Domains and the State Board of Education's Position Statement on Culturally Responsive Education. The site includes a library of resources, as well as videos that demonstrate CREC teachers providing high quality, research-based instruction within highly

effective magnet school classrooms. Currently there are eight modules for professional learning available and over forty videos.

MLC experiences partnerships with a variety of schools, both nationally and internationally. During the 2013-2014 school year, MLC was visited by over 100 educators from around the world, with the majority of the visitors hailing from China, Jamaica and the United States. MLC openly shares philosophy and resources with visiting educators.

- 5) Describe your school's two greatest challenges/obstacles to meeting or exceeding the school-wide student learning goals in 2014-15. Please include ways in which the CSDE may support our school in meeting these challenges through enhanced professional development opportunities or specific technical assistance on matters needing close attention.**

For the 2014-15 school year, MLC will continue its shift to application of knowledge. Teachers will integrate projects and performance tasks that challenge students to apply knowledge to real-world problems, ensuring that skills are being learned in an enduring way. The CSDE can support this work by providing professional development and exemplar units on performance tasks.

MLC is committed to maintaining a racial balance. In order to ensure ethnic balance within MLC, a continued and increased focus will be placed on marketing to suburban areas with the goal of increasing the non-minority population. CSDE can support the enrollment of a diverse population through the provision of technical assistance and resources related to the development of targeted marketing materials and strategies.

- 6) Provide the number of applications received by grade and town of residence; as of date of lottery.**

**\*NOTE:** The above information is managed by the SDE and can be obtained through the Department of Education and the Regional School Choice Office (RSCO).

- 7) Provide the number of students on wait list/pool by grade, race and residence; as of October 1, 2013, (see note)**

**\*NOTE:** The above information is managed by the SDE and can be obtained through the Department of Education and the Regional School Choice Office (RSCO).

Note: Wait list/pool refers to those students not enrolled in your school or another interdistrict magnet school who applied for admission to your school for the 2013-14 year. Example: any student who entered a lottery for admission to your school as a first choice that ultimately not placed in any interdistrict magnet school.



***Financial Information***

DIRECTIONS: Provide, as attachments, Schedules 1 and 2 from the attached expenditures and revenues document. These should reflect *actual expenditures and revenues* by the close of 2013-14, and not merely the budgeted amounts from the onset of the school year submitted in your grant application.



**Basic Checklist for Title IX and 504/ADA Compliance**

Both Title IX (34 CFR § 106.9) and Section 504 (34 CFR § 104.8) require that educational entities that receive federal funds must have a policy on nondiscrimination and a published statement. The publication of this statement notifies applicants, students, employees and parents that it does not discriminate on the basis of race, color, national origin, sex, or disability. Schools and educational agencies that receive federal funds must list the Coordinators of Section 504 and Title IX with their name/title, address and phone number in the notice of nondiscrimination.

The following checklist was prepared to assist you in meeting some minimum requirements of Title IX of the Education Amendments of 1972, Section 504 and the Americans with Disabilities Act. It is not an exhaustive checklist and therefore should not be used as a substitute for careful reading of the regulations themselves.

**§ 106.8 Designation of responsible employee and adoption of grievance procedures.**

- 1.  At least one Title IX coordinator has been designated at the district or school level to coordinate efforts to comply with Title IX, including investigations of any complaints.
- 2.  At least one Section 504/ADA coordinator has been designated at the district or school level to coordinate efforts to comply with Section 504/ADA requirements, including investigations of any complaints.
- 3.  All students and employees have been notified of the name(s), office address(es), and telephone number(s) of the coordinator(s).
- 4.  Grievance procedures for students have been adopted and published.
- 5.  Grievance procedures for employees have been adopted and published.

(Authority: Secs. 901, 902, Education Amendments of 1972, 86 Stat. 373, 374; 20 U.S.C. 1681, 1682)

**§ 106.9 Dissemination of policy.**

- 6. The following been notified of a policy of nondiscrimination.
  - applicants for admission and employment
  - students and parents of students
  - employees
  - sources of referral of applicants
  - unions, professional organizations
- 7. Notification of a policy of nondiscrimination has been placed in one or more of the following:
  - local newspapers
  - school newspapers and magazines
  - memoranda's or other written communications distributed annually to each student and employee
  - announcements, bulletins, catalogs, student and faculty handbooks
  - application forms
- 8.  The above-listed school publications are free of text and illustrations suggesting differential treatment on the basis of sex or disability.
- 9.  Admission and recruitment representatives (including counselors or student advisors and personnel officers) have been advised of the nondiscrimination policy and requirements for adherence to the policy.

(Authority: Secs. 901, 902, Education Amendments of 1972, 86 Stat. 373, 374; 20 U.S.C. 1681, 1682); [45 FR 30955, May 9, 1980, as amended at 65 FR 68056, Nov. 13, 2000]



*Financial Attachments*

# BUDGET FORM

Created On: 5/28/2014

## ED 114

Fiscal Year: 2014  
Grant Name: CREC  
Grant Title: MAGNET SCHOOL OPERATING  
Project Title: METROPOLITAN LEARNING CENTER  
Fund: 11000  
Grant Period: 7/1/2013 - 6/30/2014  
Project Code: SDE000000000002

Grantee: 241-000  
Funding Status: Final  
Vendor ID: 00241  
Year: 2014  
PROG: 82062  
CF1: 170031  
CF2: SDE00085  
Authorized Amount: \$7,539,846

### AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$7,539,846

CODES	DESCRIPTIONS	BUDGET
111A	NON-INSTRUCTIONAL	379,876
111B	INSTRUCTIONAL	4,660,763
112A	EDUCATION AIDES	106,013
112B	CLERICAL	552,743
119	OTHER	342,318
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	1,174,815
321	TUTORS	
322	IN SERVICE	
323	PUPIL SERVICES	
324	FIELD TRIPS	
325	PARENT ACTIVITIES	
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	
510	STUDENT TRANSPORTATION SERVICES	
530	COMMUNICATIONS	
560	TUITION	
580	TRAVEL	
590	OTHER PURCHASED SERVICES	
611	INSTRUCTIONAL SUPPLIES	
?	ADMINISTRATIVE SUPPLIES	
90	OTHER SUPPLIES	
700	PROPERTY	
890	OTHER OBJECTS	
940	INDIRECT COSTS (Prior FY2015)	323,318
	<b>TOTAL</b>	<b>\$7,539,846</b>

Original Request Date: 9/10/2013

This budget was approved by Regina Hopkins on 5/14/2014.

Magnet School Name: Metropolitan Learning Center : 2013-2014

School Code: 2416114

SCHEDULE 1: Total Current Expenditures from All Sources by Function and Object

Report All Cash Expenditures and Encumbrances from All Sources Regular and Special Education. \*

LINE	CODE	FUNCTION (Program Area)	OBJECT						
			Total	Salaries	Employee Benefits	Purchased Services	Supplies	Property	Other
			(Col. 1)	(Col. 2)	(Col. 3)	(Col. 4)	(Col. 5)	(Col. 6)	(Col. 7)
1202	1000	Program Expenditures	6,503,928	5,180,953	987,510	112,433	101,222	121,811	
1203	2100	Support Services-Students	1,024,533	718,375	166,557	135,723	3,879	-	
1204	2200	Improvement of Instructional Services	76,143			76,143		-	
1205	2300	Support Services - General Admin.	491,790			491,790			
1206	2400	School Based Administration	744,158	612,645	131,513				
1207	2600	Operation and Maintenance of Plant Svc.	1,173,297			816,842	356,455		
1208	2700	Student Transportation Services	64,940			64,940			
1209	2500	Support Services	152,085			53,915	71,833		26,338
	2900		196,113			196,113			
1210	3100	Net Expenditures for Food Services	-			-			
1211	3200	Net Expenditures for Enterprise Operations	-						
1212		Indirect Overhead	463,716						
1213		<b>TOTAL</b>	10,890,704	6,511,972	1,285,580	1,947,899	533,388	121,811	26,338

\* Do not include transportation costs associated with home to school and back home or the excess cost of special education services.

<b>SCHEDULE 2: Revenues by Source</b>		
<b>Include all projected revenues for the school</b>		
<b>LINE</b>	<b>CODE DESCRIPTION</b>	<b>Total Revenue (Col. 1)</b>
220	<b>xxxx State Grants**</b>	
	<b>722 students @ \$10,443</b>	<b>\$7,539,846</b>
	<b>Summer School</b>	<b>75,621</b>
221	<b>xxxx Federal Grants**</b>	
	<b>Title I</b>	<b>100,190</b>
222	<b>1920 Contributions</b>	<b>10,761</b>
226	<b>xxxx Other Sources of Revenue**</b>	
	<b>Special Ed Services</b>	<b>463,755</b>
	<b>Local Tuition 722 students @ \$3,600</b>	<b>2,577,758</b>
	<b>Miscellaneous sale of service</b>	<b>29,055</b>
	<b>Fund Balance</b>	<b>93,718</b>
299	<b>Total</b>	<b>\$10,890,704</b>