

CMS Comprehensive Student Assignment Review Phase II: Home School Boundaries and Feeder Patterns

Cotswold/Billingsville Paired School Administrative Structure Proposal

Summary of Proposal:

In order to support a successful integration of Cotswold and Billingsville elementary schools into a paired IB school with separate K-2 and 3-5 campuses, the administrative structure must include one overarching leader for the paired school.

Rationale for Proposal:

The IB Primary Years Programme highlights criteria required for multiple campus schools:

In some cases the IB Organization recognizes that a single programme may, for logistical reasons, be taught in a school with two or more different campuses, perhaps a short distance apart. If such a multiple campus school is to be regarded as one unit for the purposes of recognition and fees, the school must provide evidence that the following criteria are all satisfied.

- a. All campuses are recognized as comprising a single school according to legal and local registrations.
- b. **One person is responsible for the day-to-day educational leadership of the school across campuses and is formally recognized as such by the staff and, if applicable, also by the local authorities.**
- c. **The campuses are governed by the same rules and regulations—including organizational structure and, if applicable, school fee tariff.**
- d. One IB programme coordinator will be responsible for the day-to-day functioning of the combined programme across the campuses.
- e. There can and will be horizontal and vertical articulation of the programme across the campuses.
- f. The staff across campuses can and will meet frequently for collaborative planning.

For the purposes of programme authorization, the IB Organization reserves the right to decide what constitutes a multiple campus school.

The IB requirements are clear that one overarching leader is a requirement to certify one school with multiple campuses. CMS has stated that certifying as a combined school is advantageous as we will achieve certification for both schools in the shortest possible time-frame.

We feel that having one overarching leader for both schools will create a sense of consistency for students, parents and teachers. It will aid us in becoming one learning community with shared goals and vision:

- **One Community**-Creating a community of learners in grades K-5, while also creating a community of learners in our educators, parents and community partners
- **Character**-The foundation of the PYP is character. Being able to have a consistent focus on character K-5 with consistent expectations and a consistent vision of excellence for a Global Learner is key
- **One Culture**-Creating a culture of collaboration and buy in from all stakeholders is key to making sure the integrity and fidelity of the program is aligned vertically K-5. A culture that is built on the Learner Profile: open-minded, risk taker, balanced, etc.
- **One Curriculum**-A K-5 curriculum that is aligned with fidelity that is built on our Program of Inquiry that integrates all content areas(Literacy, Math, Social Studies, Science and Connect classes).
- **Vision and Mission**-One vision and mission for both schools that aligns with the vision of IBO is mandatory.

Case Studies:

Two successful IB schools with a k-2 and 3-5 2 campus structure, both have one overarching leader:

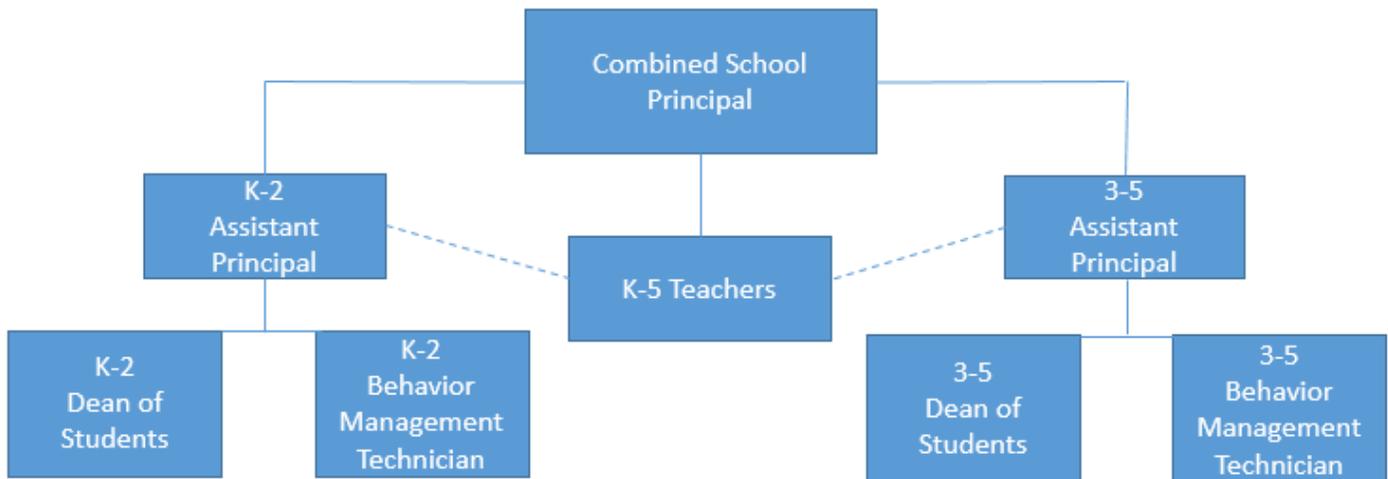
<http://morrisbrandon.com/the-school/about/>

<http://www.sarahsmithelementary.com/links/international-baccalaureate.cfm>

Conclusion:

The success of the Cotswold/Billingsville paired school requires an administrative structure with one overarching leader who has a strong administrative team at each campus – including an assistant principal, dean of students, and a behavior management technician. These positions would be in addition to IB Coordinators and academic/math/literacy facilitators who are a part of the leadership team and play a key role with supporting academics. Once the leadership structure is in place, we would expect CMS to provide ongoing professional development for the overarching leader, the leadership teams, and instructional staff at both campuses, as they learn to navigate this unique structure.

Sample Organizational Structure



*This structure is for illustrative purposes. We would want the Overarching leader to determine the most appropriate organizational structure and reporting relationships.