



Welcome to the Read On Arizona Explore Arizona Schools Practitioner Training Guide





### **USING EXPLORE AZ SCHOOLS – Practitioner Training**

This guide is offered to you as a resource as you prepare to train other practitioners to use the *Explore AZ Schools* tool. The content of this guide aligns with the PowerPoint slides developed for the training. Each slide of the *Explore AZ Schools* PowerPoint guides practitioners, as well as parents through the Explore Arizona Schools website.

This website is designed to help others explore school information such as: location, school performance, and demographic information. There are thousands of schools in Arizona and it can be overwhelming to know where to start to search for the right school. The Read On Arizona Explore Arizona Schools website is a comprehensive search tool that allows you to easily find and navigate information on schools throughout the state.



As trainers, you are encouraged to become familiar with the Explore Arizona Schools website yourselves. Please visit the <u>Read On Arizona</u> website.



#### **POWERPOINT SLIDES**

Each PowerPoint Slide has a screenshot from the Read On Arizona Explore AZ Schools website. The upper right-hand corner displays an **icon** that represents a practitioner (i.e. teacher/administrator) along with a **script bubble** of explanations and/or questions to be spoken by the practitioner regarding that page. There are also **notes** at the bottom of the PowerPoint slides that contain helpful tips that can be used by the practitioner. These would not be scripted, but can help the practitioner discover important search criteria for the website user.



He/she can enter a specific address, city or zip code. They can also select "Use Current Location" which will allow GPS to access their location to find nearby schools.

## Using Explore AZ Schools – TRAINER'S GUIDE

## Using Explore AZ Schools



#### SLIDE 1

Read On Arizona and the Arizona **Department of Education have** created the Using Explore AZ Schools – Practitioner Training tool to help guide families to find information about Arizona schools all in one place.

The purpose of this training is to help train practitioners know how to use the tool to help families or individuals navigate the website and find the schools and information they are looking for.

#### SLIDE 2

Practitioners can guide individuals/families to the Read On Arizona home page: http://readonarizona.org/

From the homepage, they will direct website users to hover over the "Resources" tab on the top menu bar.

do a Google search for "Read On Arizona" or send an email with a website link.



## **AZ Family Engagement Center**



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#### SLIDE 5

From the Explore AZ Schools page, click on the orange "VISIT TOOLS" button to enter the Explore AZ Schools Tool.

Now you are ready to enter to the Explore AZ Schools Tool. You will see from this page that a list of search tools that are available inside the tool.



#### SLIDE 6

Now we are in the Explore AZ Schools Tool. Again, you will see a list of search criteria that can be used to explore. The Home Icon on the bottom left is for "Search by Location" and the School Icon on the bottom right is for "Search by School". These are both explained in detail on the next slide.





#### LOCATION

Is LOCATION important to them? If so, are they looking for a school close to:

- Home?
- Work?
- Caregivers?

You will see under the "Notes" section that you can search by Location or School. If you click on "Search Location" on the left-hand side, you will be taken directly to **Slide 9** where you can enter specific location information. If you click on "Search by School" it will take you directly to **Slide 35** where it gives instructions on how to learn about a specific school. The next page gives specific questions to ask to find out what search criteria to use.

### SCHOOL

Does he/she already have a specific SCHOOL in mind they want to look at? Do they have a child or friend who attends a school that they are interested in?





This is where you really start to learn what is important to the parents or individuals about their child's school

- Will there be a friend or relative dropping off or picking up the child to/from school?
- Is it easier to have a location within proximity to work or a caregiver?



The following page gives some additional questions you can ask to discover what location information is important to the family.

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## **QUESTIONS TO ASK**



?

After searching by LOCATION (address/city/zip) a list of schools will appear. On the next page, we will look at ways to filter the list and create a more focused search.





#### SORT THE LIST

We can sort the list of schools using the Filters on the left-hand column. You will see under the "Notes" section that you can filter the list of schools or view the schools on a map. If there are too many schools, you can narrow the search radius. If there are too few schools (perhaps in a rural area) then you can increase the radius to broaden the search results. On the next page, you will see some suggested questions to ask before filtering the school list.

#### **VIEW ON MAP**

We can view the list of schools on a map by clicking "View on Map" on the top of the lefthand column.

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Clicking on this link will take you directly to Slide 21 to Map View If the individual would like to go to Map View, you can click on "Map View Filters" on the lower left of the slide to go to **Slide 21**.

If the individual would like to continue filtering the school list, the practitioner may continue to **Slide 12**.





After filtering distance radius, you can sort the list of schools by category. The default is to sort by School Name alphabetically A-Z.

Please note that clicking once on a feature will list schools in descending order, clicking twice will list schools in ascending order (or vice versa depending on the category).

Each sorting feature will be highlighted on subsequent slides.

Sometimes it takes a few seconds for the list to sort properly after clicking on a sorting feature, so remind website users to please be patient.

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By clicking on <u>School Name</u> you can sort the list alphabetically from A-Z or Z-A. Clicking once will sort in ascending order (Z-A) and clicking twice will revert back to descending order (A-Z).



#### SLIDE 14

You can also sort by school <u>Type</u>, which sorts by Public or \*Charter school. The filter on the left-hand side is a little easier to use for this sorting feature. (A brief explanation of charter schools is given below that can be used to explain to individuals and families as needed.)

\* Charter Schools are publicly funded, privately managed and semi-autonomous schools of choice. They do not charge tuition and do not have geographical boundaries for enrollment. They receive public funding similarly to traditional public schools and must hold the same academic accountability measures.





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#### SLIDE 15

**Clicking on the Grade Level** feature will sort the list by schools in the following order:

- All Grades
- Elementary
- **High School**
- Middle School

#### SLIDE 16

Clicking on the Grades feature will show schools that serve grades: PreK, K-5, K-8, 9-12, K-12, etc.





Enrollment will sort the list by school enrollment numbers. Clicking once will sort the list from smallest enrollment to largest. Clicking twice will sort from largest enrollment to smallest.

#### **SLIDE 18**

ELA will sort the list by the school's average \*ELA (English & Language Arts) scores.

\*ELA scores are based on the school's annual English & Language Arts scores from the AzM2 tests (formerly known as AzMERIT).





	A-F Letter Grade sorts the list of schools by their letter grade.
Letter Grade	e: A-F
We found 48 schools.	School Name # Type # Grade Sort by ADE Letter Grade Enrollment # ELA # MATH #
	A-F Letter Grade 0
Filters GRADE LEVEL	Great Hearts Academies - Archway Veritas
Elem Middle High	SCHOOL GRADE LEVEL GRADES BERVED ENBOLLMENT ELA MATH A-F LETTER GRADE TYPE All Grades K-5 520 65% 77% C A
Public Charter	Broadmor Elementary School
EINDERGARTEN TYPE	SCHOOL CRADE LEVEL ORADES SERVED EHROLLMENT ELA MATH A-P LETTER GADE SERVED FUBIC ORADES SERVED AROUNDERT G76
A-F LETTER GRADES	Ward Traditional Academy
A B C D	SCHOOL GRADE LEVEL GRADES SERVED ENROLLMENT ELA MATH A-F LETTER TYPE Elementary K-8, UE 469 73% 6685 GRADE Public A
ELA Proficiency Math Proficiency	
C	SCHOOL GRADE LEVEL GRADES SERVED ENROLLMENT ELA MATH TYPE Elementary K-5, UE 687 67% 72% GRADE GRADE Public A
0% - 100%	Pima Elementary School

You can give a brief explanation of how Letter Grades are determined for each school.

The State Board of Education (SBE) determines the criteria for each school classification. The A-F Letter Grade system includes the following:

- Percentage of proficient students on AzM2 (previously AzMERIT).
- Indicators of student gain/growth.
- English Language Learners (ELL) proficiency and growth.
- Graduation rate (for high schools only).
- College and career readiness.

More information on School Letter Grades and AZ Schools Proficiency can be found on **pg. 25** of this Trainer's Guide.



## MAP VIEW



You may want to inform that fullday kindergarten is not state funded; therefore, schools are only required to provide half-day kindergarten options.

### QUESTIONS TO ASK

- Are you looking for elementary, middle, high school?
- Are you interested in full day or half day kindergarten?\*
- Do you have a preference between public or charter schools?
- Would you like to narrow the search radius to be in closer proximity to: home, work, child care location, etc.?

\*There is additional information about full/halfday kindergarten in the notes of Slide 21 of the PowerPoint and **pg. 22** of this Training Guide. Individuals can view all the schools from the list in <u>Map</u> <u>View</u>. The green circle shows the current search radius. There are some helpful questions to ask to narrow the radius and/or search results even further.



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Zoom In/Out to get a different view of a certain area. Point out that the zoom buttons are found on the lower right-hand corner of the map. Clicking on the [+] sign will zoom in to a specific location and clicking on the [-] sign will zoom out. To return to the original map view location, click on the [Home} button any time.

KEYBOARD SHORTCUT You can also zoom in/out by holding down [SHIFT] on the keyboard and scrolling up/down on the mouse.





Let's filter by grade level. By selecting Elementary schools, it narrows our search by filtering out all of the middle and high schools. Would you like to add another filter or look at specific schools?



#### SLIDE 23

<u>Grade Level</u> allows you to filter by Elementary, Middle, or High Schools. This will significantly narrow down the search by removing schools that are not within the desired grade level search.

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You may want to provide a brief explanation for individuals and/or parents regarding charter schools. You can use the box below as a narrative for this explanation. This narrative is also found in the notes on Slide 24 of the PowerPoint.

Charter Schools are publicly funded, privately managed and semiautonomous schools of choice. They do not charge tuition, and to not have geographical boundaries for enrollment. They receive public funding similarly to traditional schools, and must hold to the same academic accountability measures as public schools.

#### SLIDE 24

The <u>Public or Charter</u> schools filter can narrow the map list by either school type. Note that Charter schools are shown in RED and Public Schools are shown in BLUE.





CHARTER





Full or Half Day Kindergarten



The State of Arizona only provides funding for half-day kindergarten; therefore, schools are only required to provide half-day options. Some schools provide full-day kindergarten at a cost to parents/guardians, while other schools provide free full-day kinder options to families utilizing other funding sources.

22 ARIZONA STATEWIDE FAMILY ENGAGEMENT CENTER PROJECT Using Explore AZ Schools – Practitioner Training If it has not been previously discussed, you can give a brief explanation about AZ legislation regarding full/half-day kindergarten.

Full and Half-day kindergarten is also addressed on **pg. 19** of this Training Guide.











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#### SLIDE 28

The slider buttons under ELA and MATH Proficiency can be moved right/left to select a range of scores. The left button/circle can be used to set the minimum proficiency score.

### MIN Proficiency

#### SLIDE 29

The right button/circle can be used to set the maximum.



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The Map View can Grade. Please note that you can only select one letter grade at a time: A,

> More information on School Letter Grades can be found on pg. 18 of this Trainer's

- Minimally Proficient: Shows minimal understanding of grade level expectations (likely to need support to be ready for next grade).
- Partially Proficient: Shows partial understanding of grade level expectations (likely to need support to be ready for next grade).
- Proficient: Shows strong understanding of grade level expectations (likely to be ready for next grade).
- Highly Proficient: Shows advanced understanding of grade level expectations (highly likely to be ready for next grade).

**Explanation of** Arizona School Proficiency Levels





A school with a Title I Schoolwide Program, which is primarily addressed in <u>Section 1114 of Title I, Part A</u>, is one that receives Part A funds "to upgrade the entire educational program of a school that serves an eligible school attendance area in which not less than 40 percent of the children are from low-income families, or not less than 40 percent of the children enrolled in the school are from such families".

The focus of a Schoolwide Program is Comprehensive Schoolwide Reform to ensure <u>all students</u> – especially those considered most academically at-risk – are able to attain academic proficiency based upon state academic standards.

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## SPECIFIC SCHOOL

SLIDE 32





Clicking on an individual school name will show more details for that school, including: physical address and letter grade.

Click [Zoom to] to get a closer view of the school location on the map





















## Thank You!

For questions please contact:

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Thank you for participating in this training! For more information, please visit the <u>Read On Arizona</u> website.