Field of Dreams

A

Let's Make it Happen!

Recognition Ceremonies (Equitable Representation)
Policies & Procedures

Vision
Dodgertown Elementary is known for its quality education system which engages and prepares all students for success.

Mission
To make a difference by educating, inspiring, and serving all students with excellence.

Motto
Bring Your "**A**" Game

1.35 Create procedures to ensure an equitable representation of African American learners in recognition ceremonies (e.g. including AP, IB and Industry Certification students).	*Dodgertown Elementary is a Kids at Hope school. As such, all students—including African American learners—are recognized quarterly, which includes an end-of-year recognition ceremony.* *Dodgertown Elementary will use the following implementation steps to create procedures to ensure equitable representation of African American learners in recognition ceremonies (e.g. including Principal's Honor Roll, "B" Honor Rolls, Subject Area Awards, MathLete recognition, etc.)* **Implementation Steps:** 1. Teachers will indicate ethnic/racial groups on the current award/recognition "tally sheets". 2. Teachers will make goals to improve baseline data and close gaps between African American learners and other subgroups. 3. The Leadership Team will review baseline data and support teachers with their goals to close gaps between African American learners and other subgroups.

Awards Program Certificate Tally Sheet ♦ K-5

Grade:

Teacher:

Directions:

1. Type the name of each student in your class in the format:
   - **First Name Last Name**
   - **After the name, indicate special pronunciations, phonetically within quotation marks**
2. Type an "X" in the appropriate column A-D, F-J for each student.
3. Notice the applicable grade levels for each award column.
4. You may confirm attendance with provided information.
   - Use the initial report to start columns B, C, & I.
   - Use the final report to update columns B, C, & I.
5. Submit your preliminary list/order to Ponders by **Fri., 5/1/2020**
6. Submit your finalized list to the Ponders by **Tuesday, 5/5/2020**
   - Thereafter, alert the Administrative Assistant to any award status changes and new requests for certificates.
   - Deliver the final draft to Vernette on stage @ceremony
7. Send home invitations to the awards ceremony **Wed., 5/6/2020**
8. Retrieve and verify your order for certificates.
9. Teachers will greet, shake hands, disseminate awards, and pose with students for parents who snap pictures from the audience.
10. Principal will announce names and awards at the ceremony
    - Principal will use the tally sheet to announce names and awards during the practice and actual ceremonies.
    - Avoid embarrassing moments on stage by ensuring that those you have invited are announced and have the award certificate(s) listed in the invitation.

		Great Expectations Award (K-1) All Q4 Majority of Ms LA=Reading/Language Arts ❖ M=Mathematics	Perfect Attendance (Yearlong: 0 Absences)	Outstanding Attendance (Yearlong: 0-5 Absences)	Positive Behavior Award Yearlong: Teacher Nominates 2 students	Kids at Hope Award (K-5) All Students	Principal Honor Roll (A Honor Roll) All As Q1, 2, 3, 4	Honor Roll (A-B Honor Roll) All As&Bs Q1, 2, 3, 4	Promotion Certificate ❖ All 5th Graders	K-5 DTE Enrollment ❖ Attended DTE all six years: K-5	SA Award (5th) One each per teacher for a total of 4 per teacher R=Reading ❖ M=Math ❖ S=Science ❖ W=Writing
Column Letters→		A	B	C	D	E	F	G	H	I	J
Grade→		K-1	K-5	K-5	K-5	K-5	2-5	2-5	5	5	5
Race W, B, H, O	**Student Names**	LA M				PBS KAH					
1						KAH					
2						KAH					
3						KAH					
4						KAH					
5						KAH					
6						KAH					
7						KAH					
8						KAH					
9						KAH					
10						KAH					
11						KAH					
12						KAH					
13						KAH					
14						KAH					
15						KAH					
16						KAH					
17						KAH					
18						KAH					
19						KAH					
20						KAH					
21						KAH					
22						KAH					
23						KAH					

Grade:

Teacher:

Directions:

11. Type the name of each student in your class in the format:
    - **First Name Last Name**
    - **After the name, indicate special pronunciations, phonetically within quotation marks**
12. Type an "X" in the appropriate column A-D, F-J for each student.
13. Notice the applicable grade levels for each award column.
14. You may confirm attendance with provided information.
    - Use the initial report to start columns B, C, & I.
    - Use the final report to update columns B, C, & I.
15. Submit your preliminary list/order to Ponders by **Fri., 5/1/2020**
16. Submit your finalized list to the Ponders by **Tuesday, 5/5/2020**.
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19. Teachers will greet, shake hands, disseminate awards, and pose with students for parents who snap pictures from the audience.
20. Principal will announce names and awards at the ceremony
    - Principal will use the tally sheet to announce names and awards during the practice and actual ceremonies.
    - Avoid embarrassing moments on stage by ensuring that those you have invited are announced and have the award certificate(s) listed in the invitation.

Race W, B, H, O	Student Names	A – Great Expectations Award (K-1) All Q4 Majority of Ms — LA	A – M=Mathematics	B – Perfect Attendance (Yearlong; 0 Absences)	C – Outstanding Attendance (Yearlong: 0-5 Absences)	D – Positive Behavior Award Yearlong: Teacher Nominates 2 students	E – Kids at Hope Award (K-5) All Students	F – Principal Honor Roll (A Honor Roll) All As Q1, 2, 3, 4	G – Honor Roll (A-B Honor Roll) All As&Bs Q1, 2, 3, 4	H – Promotion Certificate ❖ All 5th Graders	I – K-5 DTE Enrollment ❖ Attended DTE all six years: K-5	J – SA Award (5th) One each per teacher for a total of 4 per teacher R=Reading ❖ M=Math ❖ S=Science ❖ W=Writing
Column Letters→		**A**		**B**	**C**	**D**	**E**	**F**	**G**	**H**	**I**	**J**
Grade→		K-1		K-5	K-5	K-5	K-5	2-5	2-5	5	5	5
		LA	**M**			**PBS**	**KAH**					
1							*K-1st GRADE EXAMPLE*		KAH			
2 B	Sade Doe "Sh-ah-Day" (Sample: Change this sample before you submit.)	X	X		X		KAH					
3 W	Jane Doe (Sample: Change this sample before you submit.)				X		KAH					
4 H	Jill Scott (Sample: Change this sample before you submit.)	X	X		X		KAH					
6							*2nd GRADE EXAMPLE*		KAH			
7 B	Sade Doe "Sh-ah-Day" (Sample: Change this sample before you submit.)				X		KAH		1,2,3			
8 W	Jane Doe (Sample: Change this sample before you submit.)				X	PBS	KAH	1,2,3,4				
9 H	Jill Scott (Sample: Change this sample before you submit.)				X	PBS	KAH		1,2,3,4			
11							*3rd-4th GRADE EXAMPLES*		KAH			
12 B	Sade Doe "Sh-AH-Day" (Sample: Change this sample before you submit.)				X		KAH		1,2,3			
13 W	Jane Doe (Sample: Change this sample before you submit.)			X			KAH	1,2,3,4				
14 H	Jill Scott (Sample: Change this sample before you submit.)			X		PBS	KAH		1,2,3,4			
16							*5th GRADE EXAMPLES*		KAH			
17 B	Sade Doe "Sh-AH-Day" (Sample: Change this sample before you submit.)				X		KAH		1,2,3	X		M
18 W	Jane Doe (Sample: Change this sample before you submit.)			X			KAH	1,2,3,4		X		W
19 H	Jill Scott (Sample: Change this sample before you submit.)			X		PBS	KAH		1,2,3,4	X	X	R
20 O	Carla Smith (Sample: Change this sample before you submit.)						KAH	3		X		S