

Adult High School Pilot Program Scoring Rubric

Criteria

The overall criteria for the Adult High School Pilot Program application review are listed below.
Reviewers will determine how well the responses:

- * Provide a compelling rationale for establishing an Adult High School Pilot in the select region
- * Demonstrate measureable methods for assessing the pilot's effectiveness and student outcomes
- * Describe the qualifications for instructional personnel
- * Demonstrate opportunities for increased student learning which results in successful outcomes
- * Demonstrate financial stability to meet the goals and objective of the proposed pilot
- * Demonstrate substantial value and impact on the targeted student population

Each item in each section will be rated on a scale from incomplete/unclear to exemplary relating to the item and program design that will meet the outcomes of the pilot program. The assigned score will be based on the overall strength of the response. Please provide comments for each section to indicate the strengths and weaknesses of each section in relation to the pilot program's outcomes. Specific sections are weighted.

5- Exemplary Response

- Provides clear and compelling responses and thoroughly connects ideas
- Presents rationale and significance of proposed pilot program design
- Shares an innovative pilot program design and plan with activities that are fully explained and linked to the proposed outcomes
- Provides a well conceived program plan with a likelihood of meeting success and proposed outcomes
- Includes outcomes that are clearly defined, measureable and connected to pilot program design
- Provides financial details that support the proposed pilot program design

4- Satisfactory Response

- Provides clear and convincing responses and ideas
- Presents clear rationale of proposed pilot program design
- Shares an innovative pilot program design and plan with activities that are explained and linked to the proposed outcomes

Provides a well conceived program plan with a likelihood of meeting success and proposed outcomes
Includes outcomes that are clearly defined, measureable and connected to pilot program design
Provides financial details that support the proposed pilot program design

3- Adequate Response

Provides sufficient response and ideas
Presents sufficient rationale of proposed pilot program design
Shares evidence of innovative pilot program design
Provides an adequate program plan to indicate a good chance of success in meeting the outcomes
Includes outcomes that are defined and measureable
Provides financial details that are appropriate for the proposed pilot program design

2-Response Needs Improvement

Provides partially developed ideas and some supportive ideas
Presents limited rational of proposed pilot program design
Shares some innovation in pilot program design
Provides a partial program plan that presents some potential for effectiveness and success
Includes the need for additional work and clarification regarding the outcomes and plan
Provides financial details that are limited

1-Incomplete/Unclear Response

Provides proposed ideas that are vague and/or weak
Presents insufficient information for the rationale and program plan
Shares descriptions that lack detail and innovation
Provides limited or no likelihood of success or potential success
Includes descriptions that lack detail and minimal evidence
Provides financial details that do not support the proposed program or lacks sufficient evidence of secured funding

0- Missing

Item not addressed/missing

Use the scale below to score items for your curriculum area. Also, indicate whether the curriculum is approved, approved pending changes, or not approved. At the conclusion of the section, provide comments supporting the section subtotal and approval status.

5- Exemplary

4- Satisfactory

3- Adequate

2- Needs Improvement

1- Incomplete/Unclear

0- Missing

Step 1: Curriculum Review

Section 3: Curriculum

Provide a rating next to each of the curriculum items demonstrating how the overall curriculum meets the three (3) areas.

_____ Detailed description of curriculum is included based upon COMAR 13A.03.02 *Graduation Requirements for Public High Schools in Maryland*

_____ Curriculum is aligned to the Maryland College and Career Readiness Standards

_____ Scope and sequence, graduation plans and/or sample student schedules are described and include this curriculum area

_____ **0 Curriculum Subtotal**

_____ **Approved**

_____ **Approved pending changes**

_____ **Not Approved***
***If the curriculum is not approved, the proposal review is discontinued.**

Comments and Rationale for Scores:

Use the scale below to score items in each section. At the conclusion of each section, provide comments supporting the section subtotal. **Total Maximum Points (with weight) = 200**

5- Exemplary

4- Satisfactorily

3- Adequate

2- Needs Improvement

1- Incomplete/Unclear

0- Missing

Step 2: Proposal Application Review

Section 1: Pilot Operator

Maximum Points 10

- _____ Profile of lead operator and founding group
- _____ Explanation of operator's mission, years, legal structure and finance

_____ **Section 1 Subtotal** x No Weight =

Provide Comments:

Section 2: Program Description

Maximum Points 55

- _____ Mission and philosophy of the pilot
- _____ Goals of the pilot
- _____ Governance plan is sound and includes:
 - administrative structure
 - profile of school leadership
 - management
 - advisory board
- _____ Staffing plan is documented and includes
 - Key personnel
 - Qualifications of instructional staff
- _____ Student recruitment and retention. Plan is evident and sound to meet the outcomes.
- _____ Plan for providing remedial instruction to prepare students for secondary level instruction is evident and sound

- _____ Plan for providing instruction to students with disabilities is evident and sound
- _____ Plan for providing English language instruction to English learners is evident and sound
- _____ The description of the advisory and coaching services for career pathways is evident
- _____ The description of the advisory and coaching services for students to make effective transitions into postsecondary education and industry credentialing opportunities is evident
- _____ Description of programs or partnerships for providing job skills, industry certifications or higher education credits

_____ **Section 2 Program Description: Subtotal** x No Weight =

Provide Comments:

Section 4: Performance Standards and Measurements Maximum Points: Raw - 20, Weighted - 60

- _____ Detailed description of data systems to measure student performance standards
- _____ Performance standard are aligned to Maryland College and Career Readiness Standards
- _____ Description of measures to determine if students are on track for completion
- _____ Description of other measures to determine the pilot's success

_____ **Section 4 Performance Standards and Measurements: Subtotal** x Weight 3 =

Provide Comments:

Section 5: Student Assessment Procedures

Maximum Points: Raw -10 , Weighted - 30

- _____ Description of initial student intake assessment procedures
- _____ Description of assessment instruments for measuring student progress and college and career readiness

_____ **Section 5 Student Assessment Procedures: Subtotal** x Weight 3 =

Provide Comments:

Section 6: Wraparound Services

Maximum Points: Raw - 5, Weighted - 20

- _____ Individualized wraparound services described

_____ **Section 6 Wraparound Services Subtotal** x Weight 4 =

Provide Comments:

Section 7: Budget

Maximum Points: Raw - 5, Weighted - 20

- _____ Detailed 3-year budget that demonstrates the pilot's financial self-sufficiency for the duration of the pilot
- _____ Facilities described

How the pilot will be financed
Budget workbook in Excel included

Provide comments:

Section 7 Budget: Subtotal x Weight 4 =

Section 8: Bylaws Maximum Points: 5

_____ The proposed bylaws adopted by the pilot's advisory board are described and meet

_____ **Section 8 Bylaws: Subtotal** x No Weight =

Section 9: Additional Supporting Documents

Document Name:
Document Name:
Document Name:

Section 9 Additional Documentation

Grand Total =

Overall Proposal Scoring

Exemplary	180 - 200
Satisfactorily	150 - 179
Adequate	118 - 148
Needs Improvement	below 118