



## What you will need to complete the *Exemplary School of Writing* application

### **Phase of *Writing to Win* for which you have established effective routines**

Phase I-Journal Writing

Phase II-Process Writing

Phase III-Sentence Building

### **Number of teachers responsible for writing in your school**

Self-contained classroom teachers

English / Language Arts teachers

Content Area Teachers

Special Education / ESL Teacher

### **Exemplary School Verification of Writing Standards Checklist**

Verify that 80% of your teachers are completing the tasks listed below.

#### **Phase I-Journal Writing Standards**

- Teachers prompt students to write entries that require critical thinking and address a curriculum objective (essential question, performance standard or daily skill).
- Teachers write and read their own journal entries aloud as a model.
- Teachers list expectations for each entry on a wall chart that is easily visible.
- Students self-assess their performance on each entry and record it in their journal.
- Teachers prompt students to share their writing.
- Teachers guide students in providing positive and constructive feedback to peers.
- Teachers use journal entries to assess learning and guide further instruction.

Number of teachers meeting six of seven journal writing standards.

#### **Phase II-Process Writing Standards**

- Teachers share their own writing as a model for their students to follow.
- Teachers list expectations for each step of the writing process (prewriting, drafting, revising, proofreading and evaluation) on a wall chart that is easily visible.
- Students self-assess their performance for each step of the writing process and record it in their portfolios.
- Teachers prompt students to write several first drafts and complete one final draft in a *genre* of writing.
- Teachers provide a *Word Bank/Advance Organizer* or other prewriting tools that require *brainstorming* and *jot listing*.
- Teachers and students use a *Final Evaluation Form* (or other rubric) to score final drafts.
- Teachers prompt students to research topics from across the curriculum.

Number of teachers meeting six of seven process-writing standards.



**Phase III-*Sentence Building* Standards**

- Teachers have students complete a rewrite passage as a pretest of grammatical patterns.
- Teachers engage students in both oral and written practice of *Sentence Building* lessons.
- Teachers use visual, auditory and kinesthetic techniques to emphasize use of certain language skills.
- Teachers explain the grammatical pattern upon completing each *Sentence Building* lesson.
- Teachers prompt students to use *Sentence Building* strategies in revising their first drafts.
- Teachers have students complete a rewrite passage as a posttest of grammatical patterns.

Number of teachers meeting five of six *Sentence Building* standards.

**Scores on State Writing Assessment**

Exemplary School recognition requires that there be a yearly gain in your schools test scores or that your students consistently score above the state average.

**Note:** Even if you saw a drop in scores this year, you can still qualify for recognition if those scores remained above the state average.

To complete the table(s) provided within the application you will need the percentage of Advanced, Proficient and Basic writers in your school for the

- Current Year
- Last Year
- Year Before.

***Now you are ready to complete the online application!***