Centennial Avenue School, Roosevelt

Centennial Avenue’s AIS Plan includes a flow chart and suggested time line as part of the process for providing AIS to catch and address needs as soon as possible.

Centennial Avenue School

AIS Organizational Flow Chart

Student meets eligibility criteria based on NYS exam scores in ELA, Math, Science or Social Studies. Teacher recommendations are also considered, if confirmed with supporting evidence of deficiencies. Principal must confirm selected students prior to services

Written notification to parents of students who are going to receive AIS must be completed by Curriculum Specialists and sent home prior to the end of September

Curriculum Specialists along with classroom teachers and AIS providers assist in developing plans for each group of students

Intensity level will be determined by Curriculum Specialists, classroom teacher and AIS provider based on student performance on NYS exams and classroom performance

Program of instruction/support service will be designed by AIS provider for that student/group

Implementation of the AIS Plan is the responsibility of the AIS Provider in consultation with the classroom teacher and under the leadership of the Principal and Curriculum Specialists

Documentation of Progress is the responsibility of the AIS Provider. Monitoring of Progress is the responsibility of the AIS Provider in partnership with the classroom teacher

Ongoing Communication of Services is the responsibility of the district and school community:

√ NYS Department of Education √ District Curriculum Department

√ School Principal √ School Curriculum Specialists

√ Classroom Teachers √ AIS Providers

End of the Year/Discontinuation of Services written Parent Notification is the responsibility of the AIS Provider under the leadership of the Curriculum Specialists and building Principal

Roosevelt, Centennial Avenue School

http://rooseveltufsd.schoolwires.net/Page/13

Study Year: 2010-11
### APPENDIX

**Suggested AIS Timeline**

<table>
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<tr>
<th>Date</th>
<th>AIS Procedure</th>
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| **September**              | Analyze student data from NYS exams  
                             | Develop AIS plans for students meeting eligibility criteria (levels 1 and 2)  
                             | Parent Notification letters home by the end of the month                                                                             |
| **October**                | Identify specific areas of concern to be immediately addressed  
                             | Consult with AIS Provider to create interventions                                                                                   |
| **November/End of First Marking Period** | Parent/Teacher Conferences: share AIS Plan with parents  
                             | Complete AIS Progress Report documenting progress  
                             | Monitor AIS Plans (Review to determine effectiveness of interventions and adjust instruction accordingly)                             |
| **November – January**     | Continue to provide additional instruction on targeted skills  
                             | Consult with Curriculum Specialist regarding interventions, progress and continue documenting interventions and their effectiveness  
                             | Continue to monitor AIS Plans                                                                                                        |
| **January – End of Second Marking Period** | Continue additional instruction in targeted areas  
                             | Complete AIS Progress Reports documenting progress  
                             | Continue to monitor AIS Plans                                                                                                        |
| **February – March**       | Continue to provide additional instruction in targeted areas  
                             | Consult with Curriculum Specialist regarding interventions, progress and continue documenting interventions and their effectiveness  
                             | Continue to monitor AIS Plans                                                                                                        |
| **March**                  | Continue to provide additional instruction in targeted areas  
                             | Monitor AIS Plans (Review to determine effectiveness of interventions and adjust instruction accordingly)                             |
| **End of Third Marking Period** | Complete AIS Progress Report documenting progress  
                             | Monitor AIS Plans (Review to determine effectiveness of interventions and adjust instruction accordingly)                             |
| **April**                  | NYS ELA Assessments for grades 3-8  
                             | Continue to provide additional instruction in targeted areas  
                             | Consult with Curriculum Specialist regarding interventions, progress and continue documenting interventions and their effectiveness  
                             | Continue to monitor AIS Plans                                                                                                        |
| **May**                    | NYS Math Assessment for grades 3-8  
                             | Continue to provide additional instruction in targeted areas  
                             | Consult with Curriculum Specialist regarding interventions, progress and continue documenting interventions and their effectiveness  
                             | Monitor AIS Plans (Review to determine effectiveness of interventions and adjust instruction accordingly)                             |
| **End of School Year**     | Complete AIS Progress Report documenting progress and determine if exit criterion was met. All Reports and related documentation must be filed in student AIS file. |