




MEMORANDUM

TO: Superintendents and Principals
FROM: Daniel M. French, Ed.D., Secretary of Education 
SUBJECT: Annual Snapshot Administrator and Public Release Timeline
DATE: May 30, 2019

On June 20, 2019, the Agency of Education will roll out the Annual Snapshot, a new easy-to-use online dashboard for accessing a broad collection of information about schools and school performance. This is the first time an improvement-focused dashboard of this kind has been implemented in Vermont. The purpose of this memo is to inform you of upcoming communications, resources and training opportunities related to the rollout of the Annual Snapshot.

The Annual Snapshot is a way for Vermont communities to better understand how well their schools are performing and find opportunities for growth and improvement. The snapshot also helps communities understand how they are supporting the education of students who have been historically underserved.

We anticipate that this information will be valuable to administrators and school boards to help you structure and lead improvement in your district and schools. This tool will provide new opportunities for community conversations about school performance and continuous improvement. With that in mind, the AOE will be providing a range of training opportunities, technical support and resources to help you lead these conversations in your community.

Timeline and Next Steps

Over the next month, the agency will be providing a range of resources to administrators, educators and school boards to help you learn to use the Annual Snapshot, incorporate snapshot data in your planning and decision-making and use the snapshot in conversations with your community.

Key Dates

The Annual Snapshot will be rolled out to administrators in advance of the general public access to allow them to familiarize themselves with the platform and review their data. The agency will also provide guides, communications materials and training opportunities. More information about these resources is forthcoming:

- **June 10, 2019:** The Annual Snapshot will be released to school administrators with login privileges to allow them to begin to familiarize themselves with the system and access their SD/SU or school's data.



- **Week of June 10, 2019:** The AOE will provide both training resources (how-to-guides, videos, etc.) and communications supports (press release templates, talking points, communications toolkits)
- **Week of June 17, 2019:** AOE staff will provide regional training opportunities to allow school administrators to ask questions, learn more about how to use the snapshot and how to lead community-focused improvement conversations around the Annual Snapshot. Details on rooms within the schools will follow.
 - **June 17, 2019**—Champlain Elementary School, Burlington, 8:30 - 10 a.m.
 - **June 17, 2019**—Middlebury Union High School, Middlebury, 3 - 4:30 p.m.
 - **June 18, 2019**—Oxbow High, Bradford, 8:30 - 10 a.m.
 - **June 18, 2019**—Bellows Falls Union High, Bellows Falls, 11:30 a.m. -1 p.m.
 - **June 18, 2019**—Southwest Vermont SU, Bennington, 3 - 4:30 p.m.
 - **June 19, 2019**—Enosburgh Falls High, Enosburgh, 8:30 – 10 a.m.
 - **June 19, 2019**—St. Johnsbury School, St. Johnsbury, 3:30 - 5 p.m.
 - Additionally, there will be a virtual only presentation on **June 19, 2019** from 12:30 - 2 p.m. Access information will follow.
- **June 20, 2019:** The Annual Snapshot will **go live** to the public at **5 p.m. on June 20, 2019**.

Eligibility Communications

Superintendents who have one or more schools that are eligible for Comprehensive or Equity Supports under ESSA will receive direct notification in early June. The agency will be reaching out to these schools with additional resources and supports.

Resources for Communications and Outreach

The agency has developed a range of public-facing resources to help Vermonters learn about the Annual Snapshot and to help school districts lead community conversations focused on continuous improvement. These resources include template press releases, talking points and key messages and video guides to the snapshot. These resources and more will be available on the AOE website in early June.

What is the Annual Snapshot?

The snapshot shows a broad picture of each school's performance, providing detail about the school's achievements in meeting Vermont's Education Quality Standards. It was developed in concert with the field to reflect Vermont's philosophy of continuous improvement.

The Annual Snapshot measures how schools are doing *today*, how they have improved *since* last year and how well they are working to achieve the goal of an equitable education for all Vermont students. Together with the integrated field reviews, the snapshot will help school systems identify successes and areas for improvement to be incorporated into their Continuous Improvement Plans, ensuring high quality schools and equal access to students from our historically vulnerable communities. The snapshot is part of a more holistic approach to assessing performance focused on continuous improvement.



The Annual Snapshot will be released in three stages. The initial version will be released in June with data on a limited number of indicators. A second version will be released in late summer with several additional indicators. The full version will be released in December 2019.