**The Da Vinci Connect Staff *Ways of Being***

**Da Vinci Connect staff members are individuals who:**

1. Strive to engage students while maintaining rigor. We do this by--
   1. Creating, implementing and/or supporting project-based learning.
   2. Connecting student work to the world outside the classroom.
   3. Managing classroom behavior through use of clear routines/norms, consistent expectations and compassionate communication.
   4. Providing opportunities for students to present, talk about and ask/answer questions about their learning.
   5. Promoting opportunities to “show what you know” by planning, communicating information to parents in a clear and timely manner and attending students’ Exhibitions, Student Led Conferences and Presentations of Learning.
   6. Modeling meta-cognitive strategies to help students develop skills and strategies.
   7. Using engaging, creative, and appropriate assignments and resources (work has a clear purpose and reflects limited or intentional use of textbooks and publisher-created worksheets).
2. Differentiate and strive to teach to the diversity of students in the classroom (ethnicity, gender, culture, ability, etc.). We do this by--
   1. Personalizing instruction and differentiating to support and/or challenge students.
   2. Setting the expectation that all students participate in class activities.
   3. Meeting needs specified on students’ IEPs, 504 Plans and SSTs; attending IEP/504/SST meetings and providing meaningful information.
   4. Coordinating/collaborating with support team including special education teachers, RTI teacher, speech therapist, occupational therapist and counselors.
3. Develop appropriate relationships with students. We do this by--
   1. Knowing, seeing and valuing students.
   2. Creating a classroom atmosphere based on mutual respect.
   3. Using compassionate communication and conflict resolution strategies.
   4. Managing everyday discipline issues in the classroom and by informing and including parents/guardians.
   5. Seeking appropriate support for students when needed (from administrators, colleagues, etc).
4. Act as a learning facilitator and resource for students and families. We do this by--
   1. Planning and preparing for meetings with families (work journal/IEP/504/SST/other).
   2. Maintaining a class website and regular communication (phone/in person/email, when appropriate) with parents.
   3. Providing parents with timely and consistent feedback on their child’s learning.
5. Work well with parents. We do this by--
   1. Identifying essential skills and content guides that establish what content will be taught at school and at home.
   2. Responding promptly to parents’ questions
   3. Supporting and honoring parent participation.
   4. Scheduling and facilitating work journal meetings and other parent-student-teacher meetings as needed.
   5. Writing meaningful comments on students’ report cards.
6. Work well with colleagues. We do this by--
   1. Striving to develop interdisciplinary curriculum in collaboration with teaching partner(s), support staff and other colleagues to plan and/or implement content.
   2. Actively participating in staff meetings and staff professional development.
   3. Listening and being open-minded in conversations and solution-oriented when problems arise.
   4. Following and enforcing school rules and norms; having a positive attitude.
   5. Communicating regularly and honestly with colleagues and leadership team. Avoiding triangulation.
   6. Tolerating ambiguity and striving for clarity.
   7. Being a presence in the school community (holding a “we all do the dishes” mentality [helping without being asked, noticing needs and helping solve them, viewing the entire campus as our home—supporting students and ourselves in maintaining it], participating actively in supervision, attending/promoting FAN and other school events, etc).
7. Are conscientious, innovative, and reflective practitioners. We do this by--
   1. Reflecting on what works and what does not; using data about student knowledge, interests and needs to make decisions about curriculum.
   2. Arriving on time and prepared to meetings/classes.
   3. Preparing for lessons/projects and seeking support from the team when needed.
   4. Taking part in the design and maintenance of innovative components of school.
   5. Being comfortable utilizing technology (maintaining class website and implementing technology in intentional ways).
   6. Being familiar with and following guidelines outlined in Da Vinci Schools’ Employee Handbook (found on Da Vinci Schools HR website--http://www.dvbusiness.org/--on Policies and Procedures page).
8. Love Teaching and Learning. We do this by--
   1. Actively taking part in professional developing and being an active learner beyond the classroom.
   2. Sharing resources and lessons learned.
   3. Working toward acquiring clear credential.
   4. Maintaining consistent attendance and punctuality.
   5. Supporting Da Vinci Connect signature practices (project-based learning, homeschooling/independent study, compassionate communication).