Curriculum and Instruction Coordinator

English Language Development Coordinator

 At Robbins Elementary School we strive to promote the academic achievement of all students. To achieve this goal, the Curriculum and Instruction Coordinator provides curriculum alliance and guidance for ELA, Mathematics, Science, Social Studies and Physical Education. In conjunction, the Coordinator provides Professional Development on the strategies and skill sets necessary to master the California Common Core standards through the aligned and adopted curriculums of the Winship-Robbins Elementary School District. Along with these responsibilities, the Coordinator also provides on-going assistance with all district and High Stakes testing and the impact these results have on the instruction and intervention of the students. All interventions and student referrals for Tier II and Tier III support are coordinated with the Coordinator and the classroom teacher to ensure student achievement. The Coordinator is responsible for all aspects of the MTSS (Multi-tiered Support System) grant and program that ensures appropriate placement an instruction in all intervention classes and groups.

 Robbins School has a high population of English Language Learners. To ensure state compliance and student achievement, the English Language Development Coordinator is responsible for the placement, instruction, state assessments (Initial ELPAC and Summative ELPAC), LTEL Individual Learning Plan, and the completion of all forms and CUM updates throughout the academic school year. During the academic school year, the Coordinator provides Professional Development to all staff on English Language Learner Development strategies and instruction. In addition, DELAC and ELAC committees are developed and led by the Coordinator to provide parental support and outreach for all English Language Learner’s families.

 To provide support and on-going assistance to the administration, the Coordinator assists with the LCAP data retrieval and analysis. In addition, the Coordinator provides assistance with the development of the SITE Council, creation of Para-professional schedules to meet student needs, develop and establish all 504 meetings and accommodations, provide support for State compliance in the instruction of Sexual Health and Suicide Prevention and monitor all student achievement through all online portals and access. Most importantly, the Coordinator is on staff to support, provide and comply with all state, local and school based needs and supports that may arise so that Robbins Elementary School can provide the best education for its students and the best supports for the instructional staff.