

AIES Essential Agreements

IB Learner Profile and Essential Elements

- All staff will model, teach, and provide opportunities for students to demonstrate and develop international-mindedness through the IB essential elements and learner profile attributes
- Staff members will collaborate both with teams and vertically through the school. We are caring, principled, and open-minded as we reflect on and support the implementation of the IB program
- Staff will seek connections between students' and staff/community's own cultures and other cultures to find universal experiences and will invite community members to share cultural and social experiences
- Staff will support and promote appropriate use of languages, including mother-tongue, to demonstrate respect for people and other cultures
- The learner profile, essential elements, and current units of inquiry will be displayed in each classroom

Programme of Inquiry

- We will follow IB guidelines regarding the Program of Inquiry (POI). The POI will be posted on the AIES webpage, on SharePoint, and in the school foyer. The IB Coordinator will update the POI as appropriate
- All staff will have access to IB documents including current planners, guidelines, alignment documents, and state and district mandated items including state standards
- The POI will be reviewed/ revised with the entire staff at one of the Staff Development Days scheduled toward the end of each school year. Changes in topics of units of inquiry, or major changes in central ideas must have reflection and all staff input
- All teachers will meet regularly with the IB Coordinator to plan and reflect collaboratively.
- Staff will meet several times a year for collaboration between grade levels and subject specialists, in order to best support each unit of inquiry.
- Staff members may support students with the PYP Exhibition and may be asked to be mentors, as needed

Behavior Expectations, Safety, and Well-Being

- We will follow school and district safety and supervision guidelines
- We have agreed-upon school wide behavior expectations that reflect the IB Learner Profile and Attitudes. The staff supports and reinforces positive student behavior, while addressing the academic, personal, social and emotional health of the whole child. Staff will communicate behavior expectations with parents at the beginning of each school year. Staff will continually review these expectations with students
- We will not tolerate any form of violence or abuse including, but not limited to, actions, words, or insults towards our students, staff, parents, and community

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Parent Education

- The administrator presentations at Back to School Night and School Choice Night will include an overview of the IB PYP
- An Immersion/Traditional Informational Meeting Night is held during the District 20 Choice window

Policies

- We will follow the AIES IB policies for Assessment, Academic Integrity, Access (Admissions), Child Protection, Inclusion, and Language
- We will follow the AIES Guidelines for Portfolios, and Information and Communication Technology.
- We will review our IB policies and guidelines yearly, as appropriate.
- AIES staff and students will review the Academic Integrity Policy together yearly, or as often as needed
- We will follow district and state philosophy, standards and mandates as they occur
- AIES staff will assign meaningful, age appropriate homework, as decided by grade level teachers, and guided by District 20 and the Homework Policy stated in our Parent/Student Handbook

Reports and Communication

- Our IB Policies are posted on our school website
- Our Parent/Student handbook is posted on our website
- The Parent Communication Documents (PCDs) will be shared with families and the community at the beginning of each unit of inquiry. The PCDs will also be posted on the AIES website
- Student progress (academic and behavioral) will be communicated to parents and students throughout the year
- Report cards will be completed and available electronically on an agreed-upon date. Student conference appointments will be communicated in a school agreed-upon method
- Back to School/Open House night will be held in August
- Parent-teacher conferences will be held in October
- Student-led conferences will be held in March
- Portfolios will be used at each grade level, following the AIES Portfolio guidelines
- Literacy data will be uploaded onto the district data system within a predetermined timeline

Revised: Fall 2017

Revised: Fall 2018