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**How to Do It: Tips for Implementation of assessment literacy**

1. **Objective**
   1. How can providing your teachers with assessment literacy training transform instruction and improve student outcomes?
   2. How can your school or district partner with the Colorado Department of Education to determine the best methods of preparing your staff for this endeavor?
   3. Who will be involved in selecting and defining the goals specific to your site or district that will ultimately improve student performance?
2. **Preparation**
   1. Read about CDE’s [Assessment Literacy Program](https://www.cde.state.co.us/apps/assessmentlit/).
      1. If you are interested in working through the program’s online professional learning modules, [contact Angela Landrum](mailto:landrum_a@cde.state.co.us) for a login.
   2. Study some of the programs Centennial uses to support assessment literacy work:
      1. Lucy Calkins’ [Units of Study](http://www.heinemann.com/unitsofstudy/)
      2. The [Workshop Model](https://www.cli.org/resource/reading-writing-workshop/) of reading and writing instruction
   3. Put together a plan on how to sell this idea to your district administration, and, if you plan to seek innovation status, your school board.
3. **Implementation**
   1. Conduct formal or informal polling or surveying to be sure you have staff support for these changes.
      1. If you are seeking innovation status, you will have to conduct a formal vote
   2. Consider adopting the Workshop Model, Units of Study, or other programs that support smart use of formative classroom assessments
   3. Make sure to plan thoroughly and carve out time for in-depth training for every staff member.
   4. Be prepared to adjust your professional development schedule to add “data days” during which teachers do deep dives into formative assessment data and plan for each child.
4. **Assessment/reflection**
   1. What worked?
   2. What did not work?
   3. How can it be adjusted?