



**MISSOURI MODEL DISTRICTS (MMD)  
 BUILDING ACTIVITIES DOCUMENTATION FORM TO ACCOMPANY INVOICE #3**

BUILDING NAME	BUILDING CODE	DATE
BUILDING CONTACT PERSON	EMAIL	
PHONE	FAX	

**INSTRUCTIONS**

Check each completed activity below, up to and including the date of submission. Submit the completed form to the district MMD contact.

Questions: 573-751-0625

**DEFINITIONS**

**BUILDING SIZE**

<input type="checkbox"/> Small: Enrollment of 0-350	<input type="checkbox"/> Medium: Enrollment of 351-700	<input type="checkbox"/> Large: Enrollment above 701
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**ACTIVITIES**

**B. BUILDING BASE ACTIVITIES: Check all that have been completed.**

<input type="checkbox"/>	One hundred percent of all building Collaborative Data Teams (CDT) will self-assess two or more times annually (minimum of one per semester) using the Collaborative Teams (CT) practice profile (VLP SAPP) on the VLP assessment tab.
<input type="checkbox"/>	District Leadership Team (DLT) and 100 percent of all Building Leadership Teams (BLT) will self-assess two or more times annually (minimum of one per semester) using the collaborative teams practice profile on the VLP assessment tab.
<input type="checkbox"/>	All instructional staff will individually self-assess one or more times annually using the Common Formative Assessment (CFA) practice profile (VLP SAPP) on the VLP assessment tab.
<input type="checkbox"/>	All CDTs will self-assess one or more times annually using the Data Based Decision Making (DBDM) practice profile (VLP SAPP) on the VLP assessment tab.
<input type="checkbox"/>	All instructional staff will individually self-assess two or more times annually using the Developing Assessment Capable Learners (DACL) practice profile (VLP SAPP) on the VLP assessment tab.
<input type="checkbox"/>	<b>School-Based Implementation Coaching (SBIC)</b> At least one-half of each building's instructional staff will support one another by completing two or more peer observations with feedback as documented on the practice profile (VLP SAPP) on VLP assessment tab.

**CERTIFICATIONS**

I certify that the activities checked as completed above are accurate, and documents are available at the buildings to substantiate that the required activities have been completed.

PRINCIPAL SIGNATURE	DATE
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