February 15, 2024

MEMORANDUM

TO: TOP School Principals

FROM: Gene Saavedra, Associate Superintendent

RE: TOPS Model Continuation

Dear Elementary Principals,

I hope this memo finds you well. I am writing to inform you of the decision regarding our instructional model for the upcoming school year. After careful consideration and evaluation, I am pleased to announce that Albuquerque Public Schools (APS) will be continuing with the TOPS Model for those school communities who would like to continue.

If your school community would like to continue with this model, you will need to convene with your Instructional Councils to write a Letter of Interest to Continue with the TOPS Model that must include: 1) Why your school would like to continue, and 2) Data to demonstrate that the model has improved student outcomes at your school. If your school community determines that you do not wish to continue, please write a Letter of Request to Discontinue the TOPS Model. This is due to me, as well as the Chief of Schools, Dr. Channell Segura, by Friday, February 23rd (channell.segura@aps.edu).

While we are committed to continue the TOPS Model for next year, there will be some shifts. The number of instructional days will be the same as all other elementary schools, while maintaining the extended day hours at TOP schools. We have carefully structured the schedule to ensure we are able to maintain the required instructional hours without adding additional days to your school calendar. The District will continue to fund the extended day for TOP schools, however, I will sit with you to determine funding for the transformational coach, genius hour supplies, and funding to support teachers who are interested in pursuing their National Board Certification by leveraging your At-Risk and Family Income Index funds.

We believe that the TOPS model not only enhances student learning, but also provides valuable opportunities for personalized instruction, targeted interventions, academic enrichment (Genius Hour) and teacher professional growth (SQT). By continuing with the
TOPS Model, we remain committed to meeting the diverse needs of our students and supporting their academic and social-emotional growth.

Please feel free to reach out to me if you have any questions, or require further clarification, regarding the implementation or discontinuation of the TOPS Model at your school site, to ensure a smooth transition into the next school year.

Thank you for your dedication to the success of our students and your ongoing commitment to excellence in education.