

# Pottsgrove School District Continuous Improvement For Results

## GOALS, STRATEGIES & ACTION STEPS 2013 - 2014

SCHOOL: Pottsgrove Middle School	
PRINCIPAL: Dave Ramage, Ph.D.	
	DATE: September 2013

# TEAM MEMBERS

School Improvement Team:	Position/Role:
Tom Bailey	8.1 Team Leader
Rose Bilinski	Curriculum Coach
Danette Baum	Special Education Department Chair
Cheryl D’Aiello	7.2 Team Leader
Jeff Devlin	Science Department Chair
Marilyn Eaton	Encore Department Chair
Janet Edleman	6.2 Team Leader
Barb Fagan	7.3 & 8.3 Team Leader, Social Studies Department Chair
Autumn Kelly	Mathematics Department Chair
Sara McCurley	7.1 Team Leader
Dave Ramage	Principal
Terry Rhinebold	6.1 Team Leader
Sue Rutter	6.3 Team Leader
Susan Smith	8.2 Team Leader
Kathleen Woods	ELA Department Chair

**Systemic Challenges** relate to systems within a school that have been identified by the School Improvement Team as areas that, if strengthened, will have the greatest impact academic growth. **Systemic Challenges** are translated into yearly **GOALS** and incorporated into the School Improvement Plan. Research-based **STRATEGIES** are then selected by the School Improvement Team as means to reach the yearly **GOALS**. Finally, **ACTION STEPS** are the sequential milestones needed to effectively reach the yearly **GOAL**.

<b>Systemic Challenges</b>	<b>GOAL</b>
Establish a system within the school that fully ensures consistent implementation of <i>standards-aligned curricula across all classrooms for all students</i>	<b>1</b>
Establish a system within the school that fully ensures the consistent implementation of <i>effective instructional practices across all classrooms.</i>	<b>2</b>
Establish a system within the school that fully ensures <i>students who are academically at risk are identified early and are supported by a process that provides interventions based upon student needs and includes procedures for monitoring effectiveness.</i>	<b>3</b>

## Goal #1 Action Plan Worksheet

Goal
Establish a system within the school that fully ensures consistent implementation of <i>standards-aligned curricula across <u>all</u> classrooms for <u>all</u> students</i>

Indicators of Effectiveness		
Data Source Include dates of implementation	Specific targets that will indicate the action plan is having a positive impact on <u>student</u> achievement or performance.	Is the Indicator summative or formative?
SMART Targets reached on Pre/Post-CFA in Units of Study	SMART Targets reached on Post-CFA or end-of-unit assessment in each Instructional Data Team	formative
Study Island benchmark assessments	Proficiency rates of 80% or higher on each benchmark	formative
2014 PSSA Math and Reading tests	AYP targets reached by all students, and subgroups, in Math and Reading	summative

Strategies	
Name, describe and provide the rationale for each strategy selected to address the goal. (Min. of 1)	
<b>Strategy 1:</b>	Use the Rigorous Curriculum Design model to revise units of study in all core subjects except math.
<b>Strategy 2:</b>	Implement Connected Math and Carnegie Math courses in their respective grade/course
<b>Strategy 3:</b>	Revise existing performance task(s), and design two additional engaging performance tasks, with scoring guides, in ELA, Science, Social Studies, and Encore classes.
<b>Strategy 4:</b>	

Implementation Plan—Action Steps
Document the action steps that will be taken to implement the strategies in accomplishing the Goal:

**Strategy 1:** Use the Rigorous Curriculum Design model to revise units of study in all core subjects except math.

<b>Action Step 1:</b>	Description:	Meet with Dept. heads, and Marissa Bono to review curriculum development to date and establish goals for curriculum and assessment development/revision for 2013-14.	
Implementation Start Date: 8/27/13		Target Completion Date: 9/9/13	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> <li>Meeting minutes and notes made on the curriculum Google docs for each ELA, Science, and Social Studies, course</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 2:</b>	Description:	Science and Social Studies Instructional Data Teams work to integrate CCSS Literacy Standards for their subject areas.	
Implementation Start Date: 8/27/13		Target Completion Date: May 2014	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> <li>PGMS administration will collect walkthrough data to indicate implementation of CCSS Literacy Standards in the 2013-2014 curricula.</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 3:</b>	Description:	Instructional coach meets with data teams at least once every semester to support creation/revision of units of study.	
Implementation Start Date: 8/27/13		Target Completion Date: 6/11/14	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage, Marissa Bono	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> <li>Meetings with principal and updated records on 's Google Docs.</li> <li>Google Doc History shows record of revisions/additions</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 4:</b>	Description:	Building Data Team receives refresher on Career and Workplace appropriate skills to assist in their survey of existing units of study. Areas needing attention are highlighted and returned to principal and shared at next BDT meeting.	
Implementation Start Date: 9/18/13		Target Completion Date: 10/16/13	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> <li>Instructional Data Team's produce document identifying specific areas of Units and/or Assessments needing improved thinking levels.</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

**Strategy 2:** Implement Connected Math and Carnegie Math courses in their respective grade/course

<b>Action Step 1:</b>	Description:	Instructional coach meets with Math Instructional Data Teams at least once every quarter to support implementation of curriculum.	
Implementation Start Date: 8/27/13		Target Completion Date: 6/11/14	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage, Rose Bilinski	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> <li>Meetings with principal and updated records on Instructional Data Team's Google Docs.</li> <li>Google Doc History shows record of revisions/additions</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 2:</b>	Description:	Math Instructional Data Teams use at least one meeting time in the six-day cycle to examine student work and design lessons.	
Implementation Start Date: 8/27/13		Target Completion Date: 6/11/14	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage, Department Coordinators	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> <li>Lesson plan revisions</li> <li>Notes/Google Docs from data teams meetings</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 3:</b>	Description:	Monitor implementation of math curriculum during administrative walkthroughs.	
Implementation Start Date:		Target Completion Date:	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage, Michelle MacLuckie	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> <li>Notes/Data collected during walkthroughs</li> <li>Student artifacts</li> <li>Items observed using Carnegie's Look For list</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

**Strategy 3:** Revise existing performance task(s), and design two additional engaging performance tasks, with scoring guides, in ELA, Science, Social Studies, and Encore classes.

<b>Action Step 1:</b>	Description:	Teachers will review steps for designing a series of performance tasks and scoring guides for a unit of study.	
Implementation Start Date: 10/23/13		Target Completion Date: 10/23/13	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage, Marissa Bono	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> <li>Attendance at 10/23/13 Act 80 Day</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 2:</b>	Description:	Instructional Data Teams will receive coaching/feedback in the design of a performance assessment.	
Implementation Start Date: 10/24/13		Target Completion Date: 11/4/13	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage, Marissa Bono	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> <li>Feedback recorded on Unit of Study docs for revised/new, engaging performance task</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 3:</b>	Description:	Teachers will create a minimum of two performance assessments, including a scoring rubric, for use with a Unit of Study (one per semester).	
Implementation Start Date: 11/5/13		Target Completion Date: 6/11/14	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> <li>Observed by administrative walkthrough</li> <li>Reviewed through district curriculum process</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			



<b>Action Step 4:</b>	Description:	Create a Performance Task Checklist and review new or revised performance tasks using these criteria.	
Implementation Start Date: 10/1/13		Target Completion Date: 11/1/13	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage, Marissa Bono	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> <li>• Creation of Checklist</li> <li>• Notes on Google Docs and Units of Study</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

**Plan Solution**

**Goal #2 Action Plan Worksheet**

Goal	
Establish a system within the school that fully ensures the consistent implementation of <i>effective instructional practices across all classrooms.</i>	

Indicators of Effectiveness		
Data Source Include dates of implementation	Specific targets that will indicate the action plan is having a positive impact on <u>student</u> achievement or performance.	Is the Indicator summative or formative?
SMART Targets reached on Pre/Post-CFA in Units of Study	SMART Targets reached on Post-CFA or end-of-unit assessment in each Instructional Data Team	formative
Study Island benchmark assessments	Proficiency rates of 80% or higher on each benchmark	formative
2013 PSSA Math and Reading tests	AYP targets reached by all students, and subgroups, in Math and Reading	summative
Administrative walkthrough data	Administrative Walkthroughs produce evidence of higher order thinking, use of active reading strategies, and artifacts of differentiated instruction during routine instruction in all subject areas and grade levels	formative

Strategies	
Name, describe and provide the rationale for each strategy selected to address the goal. (Min. of 1)	
Strategy 1:	Use the collaborative Instructional Data Team process to monitor student progress, analyze student work/assessments, increase rigor of thinking, and adjust instruction to meet the learning needs of each student.
Strategy 2:	Implement the standards-aligned Connected Math and Carnegie Math curriculum in every classroom.
Strategy 3:	Employ the district writing checklist in ELA, science and social studies classes to improve writing across content areas.
Strategy 4:	Implement the district DI Supervision program during this “Zero Year” to provide individualized support for growth in instructional practices that result in improved student achievement per timelines established in Supervision and Evaluation Program.

Implementation Plan—Action Steps
Document the action steps that will be taken to implement the strategies in accomplishing the Goal:

**Strategy 1:** Use the collaborative Instructional Data Team process to monitor student progress, analyze student work/assessments, increase rigor of thinking, and adjust instruction to meet the learning needs of each student.

<b>Action Step 1:</b>	Description:	Use instructional data team process to monitor the implementation of effective instructional strategies
Implementation Start Date: 8/27/13	Target Completion Date: 6/11/14	
Person Responsible for Managing and Monitoring the Action Step	Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.	<ul style="list-style-type: none"> <li>Instructional Data Team meets three days each cycle (B, D, F) throughout the year</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)		<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>		

<b>Action Step 2:</b>	Description:	DI strategies planned, and used, routinely during instruction in all curricular areas.
Implementation Start Date: 8/27/13	Target Completion Date: 6/11/14	
Person Responsible for Managing and Monitoring the Action Step	Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.	<ul style="list-style-type: none"> <li>Differentiation evident in lesson planning documents.</li> <li>Strategies observed during walkthrough visits and observations.</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)		<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>		

<b>Action Step 3:</b>	Description:	Instructional Data Teams meet examine student work to consider rigor (or lack of rigor), and plan instruction that includes high cognitive demand tasks aligned to curricular learning goals.
Implementation Start Date: 8/27/13	Target Completion Date: 6/11/14	
Person Responsible for Managing and Monitoring the Action Step	Dr. Dave Ramage, Department Chair	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.	<ul style="list-style-type: none"> <li>Reflection on process in Instructional Data Team Google docs</li> <li>Increased cognitive level of lessons planned..</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)		<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>		

**Strategy 2:** Implement the standards-aligned Connected Math and Carnegie Math curriculum in every classroom.

<b>Action Step 1:</b>	Description:	Provide initial training for CC6, CC7, and CC8 math teachers in Connected Math.	
Implementation Start Date: 8/22/13		Target Completion Date: : 8/22/13	
Person Responsible for Managing and Monitoring the Action Step		Dr. Barbara Burke-Stevenson, Rose Bilinski	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> <li>Implementation of program observed in classrooms during walkthrough follow-up.</li> <li>Completion of activities during the 8/22/32 inservice</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>YES</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 2:</b>	Description:	Analyze the use of the CCSS Standards of Mathematical Practice during instruction.	
Implementation Start Date: 9/1/13		Target Completion Date: 6/11/14	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> <li>Classroom walkthrough data</li> <li>Walkthrough data collected using Carnegie's "Look For" Checklist</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

**Strategy 3:** Employ the district writing checklist in ELA, science and social studies classes to improve writing across content areas.

<b>Action Step 1:</b>	Description:	Social Studies, Science, and ELA teachers use a non-fiction writing prompt daily related to their learning goal.	
Implementation Start Date: 8/27/13		Target Completion Date: 6/11/14	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		Daily writing prompts used/observed during walkthrough visits and observations. 1. Exemplars collected by department leaders for publication/sharing	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 2:</b>	Description:	Produce student writing using following schedule: two argumentative prompts in SS Q2 and Q3, two informative prompts in Science Q3 and Q4, and four mixed genre prompts in ELA one each Quarter.	
Implementation Start Date: 9/11/13		Target Completion Date: 9/11/13	
Person Responsible for Managing and Monitoring the Action Step		Kathleen Woods	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> <li>• Collected exemplars of student work</li> <li>• Graded assignments</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 3:</b>	Description:	Review use, and expectations, of the Writing Checklist for all ELA, science, and social studies teachers during One Hour Meeting.	
Implementation Start Date: 9/11/13		Target Completion Date: 9/11/13	
Person Responsible for Managing and Monitoring the Action Step		Kathleen Woods	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		2. Planning documents created by Instructional Data Teams to implement the Writing Checklist based on Quarter/Style schedule	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 4:</b>	<b>Description:</b>	Students create formal writing pieces based on district Writing Checklist: two argumentative prompts in SS Q2 and Q3, two informative prompts in Science Q3 and Q4, and four mixed genre prompts in ELA one each Quarter.	
Implementation Start Date: 8/27/13		Target Completion Date: 6/11/14	
Person Responsible for Managing and Monitoring the Action Step		Kathleen Woods, Jane McEachern, Eileen Edling	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		3. Student work collected and examined during Instructional Data Teams and exemplars collected/published by Writing Committee	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

**Strategy 4:** Implement the district DI Supervision program during this “Zero Year” to provide individualized support for growth in instructional practices that result in improved student achievement per timelines established in Supervision and Evaluation Program.

<b>Action Step 1:</b>	Description:	Systematically review Study Group and Peer Coaching proposals for alignment with instructional goals of the Middle School SIP, and district plan	
Implementation Start Date: 10/1/13		Target Completion Date: 10/15/13	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		DI Supervision groups meeting and recording evidence of reflection on learning via web-based or Google Doc formats.	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 2:</b>	Description:	Review district Supervision and Evaluation Plan with entire faculty.	
Implementation Start Date: 8/21/13		Target Completion Date: 8/21/13	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		Inservice sign-in Distribution of plan to each staff member	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>YES</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 3:</b>	Description:	Provide follow-up training for district Supervision and Evaluation Plan during One-Hour meeting and Act 80 Day	
Implementation Start Date: 9/25/13		Target Completion Date: 9/25/13	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		One-Hour Meeting sign-in Revisions of proposals and proposal drafts reviewed and/or collected	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>YES</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 4:</b>	Description:	Collect DI Supervision Proposals from each eligible faculty member for administrative approval.
Implementation Start Date: 9/30/13	Target Completion Date: 9/30/13	
Person Responsible for Managing and Monitoring the Action Step	Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.	One proposal per team submitted to principal's secretary	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)		<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>		
<b>Action Step 5:</b>	Description:	Written proposals revised as needed and approved.
Implementation Start Date: 10/1/13	Target Completion Date: 11/1/13	
Person Responsible for Managing and Monitoring the Action Step	Dr. Dave Ramage, cabinet	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.	Proposals reviewed using Checklist criteria Revisions made, as needed, by teacher teams Notification to teams on/before 11/1/13	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)		<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>		
<b>Action Step 6:</b>	Description:	Staff members submit a Mid-Year Summary Form
Implementation Start Date: 10/1/13	Target Completion Date: 1/24/14	
Person Responsible for Managing and Monitoring the Action Step	Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.	Form submitted to principal's secretary	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)		<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>		



<b>Action Step 7:</b>	Description:	Informal meeting held with each team	
Implementation Start Date: 1/25/14		Target Completion Date: 1/13/14	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		Evidence of progress and teacher feedback on progress collected during meeting	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 8:</b>	Description:	Staff members submit a Final Summary Form	
Implementation Start Date: 1/14/14		Target Completion Date: 5/14/14	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		Form submitted to principal's secretary	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 9:</b>	Description:	Final evaluation meeting held with each team	
Implementation Start Date: 5/15/14		Target Completion Date: 6/4/14	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		List of goals accomplished Evidence of progress and teacher feedback on progress collected during meeting Written reflection of work on instructional practice	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 10:</b>	Description:	Ongoing monitoring of the approved DI Supervision plan	
Implementation Start Date: 11/1/13		Target Completion Date: 5/14/14	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		Walkthrough observations Conversations and artifacts from meetings with DI Supervision teams	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 11:</b>	Description:	Tech Tuesdays held first Tuesday of each month - short, focused learning gatherings targeted to one aspect of enhancing or extending learning through technology integration. Focused on differentiating instruction, data analysis, and other elements of instructional practice.	
Implementation Start Date: 10/1/13		Target Completion Date: 5/6/13	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage, Christine Henry	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		Use of technology integration principles and strategies observed during walkthrough visits and formal/informal observations.	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

### Goal #3 Action Plan Worksheet

Will this Action Plan address the specific reason(s) why the school did not make AYP? (Y/N) \_\_\_\_

<b>Goal</b>
Establish a system within the school that fully ensures <i>students who are academically at risk are identified early and are supported by a process that provides interventions based upon student needs and includes procedures for monitoring effectiveness.</i>

Indicators of Effectiveness		
Data Source Include dates of implementation	Specific targets that will indicate the action plan is having a positive impact on <u>student</u> achievement or performance.	Is the Indicator summative or formative?
Study Island benchmark testing - ELA December 3-7, 2012	Study Island benchmark testing - ELA	formative
Power School weekly grades	Reduction of student failures	formative
Common Formative Assessments	Increased proficiency rates for at-risk students	formative
Power School attendance rates (reviewed each six-day cycle)	Reduction in absences/tardies incidents for at-risk students	formative

Strategies	
Name, describe and provide the rationale for each strategy selected to address the goal. (Min. of 1)	
<b>Strategy 1:</b>	Execute the Instructional Data Team process to identify, and plan remediation for, struggling students in all subgroups
<b>Strategy 2:</b>	Monitor student achievement, attendance and discipline for early identification of students needing remediation
<b>Strategy 3:</b>	Increase outreach and communication to parents to support academic success for all students
<b>Strategy 4:</b>	Provide after school remediation program in Math and Reading while increasing remediation opportunities during instruction, and within the 9 <sup>th</sup> period I/E time.
<b>Strategy 5:</b>	Continue to refine and improve School-Wide Positive Behavior System

Implementation Plan—Action Steps
Document the action steps that will be taken to implement the strategies in accomplishing the Goal:

**Strategy 1:** Execute the Instructional Data Team process to identify, and plan remediation for, struggling students in all subgroups

<b>Action Step 1:</b>	Description:	Provide 3 days of LA Seminar per cycle to students identified as below basic and/or basic on 2013 Reading PSSA	
Implementation Start Date: 8/27/13		Target Completion Date: 9/6/13	
Person Responsible for Managing and Monitoring the Action Step		Cristina Kleinfelter	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> <li>Appropriate students scheduled for LA Seminar class</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 2:</b>	Description:	Instructional data teams meet each Day A, C, and E to examine student progress and design interventions during/after instruction to provide additional support.	
Implementation Start Date: 8/27/13		Target Completion Date: 6/11/14	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		Google docs: Instructional Data Team records, and team minutes. Flexible (re)grouping of students by Team during 9 <sup>th</sup> period	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 3:</b>	Description:	During Semester One each grade-level team identifies (minimum) two students and completes a behavior plan to mediate behavior issues and increase academic focus/success. Process is repeated (minimum two new students) during second semester.	
Implementation Start Date: November		Target Completion Date: April	
Person Responsible for Managing and Monitoring the Action Step		Team Leader with Thom Stecher	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> <li>-(minimum) four plans per team (two per semester) created using Stecher's framework</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 4:</b>	Description:		
Implementation Start Date:		Target Completion Date:	
Person Responsible for Managing and Monitoring the Action Step			

Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.	•		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 5:</b>	Description:		
Implementation Start Date:		Target Completion Date:	
Person Responsible for Managing and Monitoring the Action Step			
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.	•		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 6:</b>	Description:		
Implementation Start Date:		Target Completion Date:	
Person Responsible for Managing and Monitoring the Action Step			
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.	•		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 7:</b>	Description:		
Implementation Start Date:		Target Completion Date:	
Person Responsible for Managing and Monitoring the Action Step			
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.	•		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 8:</b>	Description:			
Implementation Start Date:		Target Completion Date:		
Person Responsible for Managing and Monitoring the Action Step				
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		•		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				
<b>Optional Identification of Anticipated Costs</b>				

<b>Action Step 9:</b>	Description:			
Implementation Start Date:		Target Completion Date:		
Person Responsible for Managing and Monitoring the Action Step				
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		•		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				
<b>Optional Identification of Anticipated Costs</b>				

<b>Action Step 10:</b>	Description:			
Implementation Start Date:		Target Completion Date:		
Person Responsible for Managing and Monitoring the Action Step				
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		•		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				
<b>Optional Identification of Anticipated Costs</b>				

**Strategy 2:** Monitor student achievement, attendance and discipline for early identification of students needing remediation

<b>Action Step 1:</b>	Description:	Monitor student attendance, discipline, and academics during weekly attendance review/meeting to identify trends and provide students for follow-up by guidance department.	
Implementation Start Date: 9/9/13		Target Completion Date: 6/11/14	
Person Responsible for Managing and Monitoring the Action Step		Julie Kovach	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> <li>Data filled in on Google Doc each week by team members.</li> <li>Guidance Department communication to Teams/Teachers.</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 2:</b>	Description:	Plan and implement a Summer Institute	
Implementation Start Date: 8/12/13		Target Completion Date: 8/15/13	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage, Cristina Kleinfelter	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> <li>-Minimum of 20 students participate</li> <li>-Staff members make appropriate connections with these students to increase likelihood of successful transition</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 3:</b>	Description:	Guidance department provided continued support for students attending Summer Institute	
Implementation Start Date:		Target Completion Date:	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage, Cristina Kleinfelter, Stephan Kincaid	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		Minimum of two check-in meetings held with each student attending institute with first 30 days of school Supports provided through guidance staff's follow-up with academic teams	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

**Strategy 3:** Increase outreach and communication to parents to support academic success for all students

<b>Action Step 1:</b>	Description:	Increased communication and learning with parents through monthly Principal’s Blog and weekly Principal’s Update	
Implementation Start Date: 10/17/13		Target Completion Date: 5/18/14	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> <li>• Blog post, and comments, placed on PGSD web site</li> <li>• Principal Updates</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 2:</b>	Description:	Unity Day training for students.	
Implementation Start Date: 9/16/13		Target Completion Date: 2/28/14	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		-Every sixth grade student, and team teacher, will complete the training facilitated by our guidance counselors. -Seventh and eighth grade students and teachers complete refresher course	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			

<b>Action Step 3:</b>	Description:	Failure reports distributed each Friday afternoon to grade-level teams.	
Implementation Start Date: 9/13/13		Target Completion Date: 6/6/14	
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage, Mary Hazel	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		-All teachers update grades before 12:00 noon on Friday to ensure accurate collection of classroom achievement data <ul style="list-style-type: none"> <li>• -Email reports distributed to teams each Friday afternoon</li> </ul>	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>			



**Strategy 4:** Provide after school remediation program in Math and Reading while increasing remediation opportunities during instruction, and within the 9<sup>th</sup> period I/E time.

<b>Action Step 1:</b>	Description:	Provide after school tutoring on, Tuesday and Thursday, in Math and ELA for students scoring below proficiency in 2012-2013 PSSA testing. Sessions begin in early December and run until the PSSA testing window.		
Implementation Start Date: 12/3/13		Target Completion Date: 3/13/14		
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		-At least 60% of invited students participate. 4. -Students involved with after school tutoring attend at least 80% of sessions, and increase their achievement on PSSA test when compared to previous year.		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>				

<b>Action Step 2:</b>	Description:	Continue peer tutoring initiative.		
Implementation Start Date: 9/11/13		Target Completion Date: 6/11/14		
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage, Stephan Kincaid		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		Peer tutoring assignments created by guidance staff		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>				

<b>Action Step 3:</b>	Description:	Explore creation of Parent University		
Implementation Start Date: 10/16/13		Target Completion Date: 6/11/14		
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage, Building Leadership Team		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		Notes from BDT meeting minutes Ideas collected from teams and submitted to principal's secretary Trial event (TBD) held in second semester 2013-2014		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>				

**Strategy 5: Continue to refine and improve School-Wide Positive Behavior System**

<b>Action Step 1:</b>	Description:	Plan and implement Unity Day		
Implementation Start Date: 7/1/13		Target Completion Date: 9/18/13		
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage, Cristina Kleinfelter, Stephan Kincaid, Kim Kelly		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		Participation from all ten sixth grade homerooms and their teachers		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>				

<b>Action Step 2:</b>	Description:	Teach SWPBS lessons in each core classroom		
Implementation Start Date: 8/27/13		Target Completion Date: 9/2/13		
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage, Cristina Kleinfelter, Stephan Kincaid, Kim Kelly, core teachers		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		SWPBS lesson plans distributed to Science, Social Studies, Language Arts, and Math Bus lessons completed on site		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>				

<b>Action Step 2:</b>	Description:	Plan and implement Unity Day follow-up		
Implementation Start Date: 9/11/13		Target Completion Date: 10/19/13		
Person Responsible for Managing and Monitoring the Action Step		Dr. Dave Ramage, Cristina Kleinfelter, Stephan Kincaid, Kim Kelly, Stecher & Associates		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		Conference calls with Thom Stecher and Associates Unity Day google doc		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				<b>NO</b>
<b>Optional Identification of Anticipated Costs</b>				