

Pottsgrove School District Continuous Improvement For Results

GOALS, STRATEGIES & ACTION STEPS 2014 - 2015

SCHOOL: Pottsgrove High School	
PRINCIPAL: William T. Ziegler, Ed.D.	
	DATE: September 16, 2014

TEAM MEMBERS

School Improvement Team:	Position/Role:
Anontio Montes	Encore Department Chair
Roxanne Murgia	Encore Department Chair
Todd Kelly	English Department Chair
Tom Bannister	SS Department Chair
Holli Artim	Math Department Chair
Jamie Reinhart	Math Teacher
Gary Christ	Science Department Chair
Todd Van Horn	Dean of Students
Jeff Madden	Assistant Principal
Bill Ziegler	Principal
Don Petrella	School Counselor

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**.

Systemic Challenges	GOAL
Establish a system within the school that fully ensures consistent implementation of <i>standards-aligned curricula across all classrooms for all students</i>	1
Establish a system within the school that fully ensures the consistent implementation of <i>effective instructional practices across all classrooms</i>	2
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>	4

Goal #1 Action Plan Worksheet

Goal
Establish a system within the school that fully ensures consistent implementation of <i>standards-aligned curricula across all classrooms for all 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?
Keystone Exam	Increase in Keystone scores from 2013/2014 Algebra 73.76 to 77.44 Literature 82.06 to 86.16 Biology 64.28 to 67.49	Summative
Cognitive Tutor	Demonstration of growth for each student	Formative
Performance Tasks	A Performance Task from each department will be reviewed by the principal team to make sure that they are aligned to the PT protocol.	

Strategies	
Strategy 1:	Plan for thoughtful implementation of 1-1
Strategy 2:	Align all Keystone courses to the Keystone exams and the Common Core (i.e. Algebra 1, Biology, and Literature)
Strategy 3:	Design and implement a new Performance Task that is aligned to the district Performance Task protocol
Strategy 4:	Ensure the design of the math program is implemented with fidelity in all classrooms

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

Strategy 1: Plan for thoughtful implementation of 1-1

Action Step 1:	Description:	Complete the Educator Apple Readiness Survey		
Implementation Start Date: August 30, 2014		Target Completion Date:	September 2014	
Person Responsible for Managing and Monitoring the Action Step		Mr. Wagman and Dr. Ziegler		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Results collected and given to Mr. Wagman 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				YES
Optional Identification of Anticipated Costs				

Action Step 2:	Description:	Meet to map out and design professional development based on the Apple Readiness Survey		
Implementation Start Date: August 30, 2014		Target Completion Date:	September 2014	
Person Responsible for Managing and Monitoring the Action Step		Mr. Wagman & Dr. Ziegler		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Plan submitted on Professional Development for Teachers 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				YES
Optional Identification of Anticipated Costs				

Action Step 3:	Description:	Engage Digital Leadership Teams to keep the purpose at the forefront		
Implementation Start Date: October 10, 2014		Target Completion Date:	October 2014	
Person Responsible for Managing and Monitoring the Action Step		Dr. Ziegler		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Articles and web videos viewed at meetings 		

implemented.	<ul style="list-style-type: none"> Minutes to the meeting 	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)		NO
Optional Identification of Anticipated Costs		

Action Step 4:	Description:	Teachers trained in SAMR to create a unit of study to integrate technology	
Implementation Start Date:	August 30, 2014	Target Completion Date:	December 2014
Person Responsible for Managing and Monitoring the Action Step		Mr. Wagman & Dr. Ziegler	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> New unit of study submitted to Department Chairs for alignment to technology 	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			YES
Optional Identification of Anticipated Costs			

Action Step 5:	Description:	Plan for the Professional Development of the Apple Coach	
Implementation Start Date:	November 2014	Target Completion Date:	November 30, 2014
Person Responsible for Managing and Monitoring the Action Step		Mr. Wagman, Dr. Ziegler, and Dr. Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Scheduled plan for implementation of Apple Coach into PLC's Plan to provide professional development to all HS teachers Plan to provide leadership tech tools for the Principal team 	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			NO
Optional Identification of Anticipated Costs			

Action Step 6:	Description:	Meet with the Student Digital Team to share purpose and vision for 1-1 implementation	
Implementation Start Date:	October 2014	Target Completion Date:	November 2014
Person Responsible for Managing and Monitoring the Action Step		HS Principal Team	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Minutes from the meeting Development of the Genius Bar Student Team 	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			NO
Optional Identification of Anticipated Costs			

Action Step 7:	Description:	Inform parents of the 1-1 implementation		
Implementation Start Date:	October 2014	Target Completion Date:	October – November 2014	
Person Responsible for Managing and Monitoring the Action Step		HS Principal Team & Tech Team		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Parents completing the paperwork for insurance and issuance of the 1-1 for their child 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs				

Action Step 7:	Description:	Plan Distribution of 1-1 to students		
Implementation Start Date:	November 2014	Target Completion Date:	December 2014	
Person Responsible for Managing and Monitoring the Action Step		Dr. Ziegler, Mr. Wagman, and the Tech Team		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> All students received their device 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs				

Action Step 8:	Description:	Implement a Professional Development Survey of Professional Development Effectiveness at the end of the year		
Implementation Start Date:	May 2015	Target Completion Date:	May 2015	
Person Responsible for Managing and Monitoring the Action Step		Mr. Wagman and Dr. Ziegler		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Results of the survey are shared with the Principal and Tech Teams 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs				

Action Step 9:	Description:	Implement the Student Engagement Survey		
Implementation Start Date:	May 2015	Target Completion Date:	May 2015	
Person Responsible for Managing and Monitoring the Action Step		Mr. Wagman and Dr. Ziegler		

Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.	<ul style="list-style-type: none"> Results are shared with the Tech Team and the Building Leadership Team
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)	NO
Optional Identification of Anticipated Costs	

Strategy 2: Align all Keystone courses to the Keystone exams and the Common Core (i.e. Algebra 1, Biology, and Literature)

Action Step 1:	Description:	Meet with Keystone teachers monthly to review curriculum alignment		
Implementation Start Date:	September 2014 (See Schedule attached)	Target Completion Date:	May 2015	
Person Responsible for Managing and Monitoring the Action Step		Dr. Ziegler and Mr. Vorhis		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.	<ul style="list-style-type: none"> Submission of meeting notes Reflections from teachers Increase in Keystone scores 			
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs				

Action Step 2:	Description:	Align Algebra Curriculum to Keystone and the Common Core		
Implementation Start Date:	July 2014	Target Completion Date:	August 2014	
Person Responsible for Managing and Monitoring the Action Step		Mrs. Artim, Mr. Vorhis, Dr. Ziegler, Mr. Van Horn		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.	<ul style="list-style-type: none"> Teachers will be able to show curriculum documents that articulate alignment to the Keystone Courses and Common Core Increase in Keystone Algebra Keystone scores (Especially in Grade 9 from 2013/2014) Walkthrough data 			
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				YES
Optional Identification of Anticipated Costs	Paid teachers to come in during the summer to complete this work			

Action Step 3:	Description:	Align Biology Curriculum to Keystone and the Common Core		
Implementation Start Date:	July 2014	Target Completion Date:	August 2015	
Person Responsible for Managing and Monitoring the Action Step		Mr. Christ, Mr. Vorhis, Dr. Ziegler,		
Indicator of Implementation: Evidence that will indicate the Action Step has been	<ul style="list-style-type: none"> Teachers will be able to show curriculum documents that articulate alignment to the Keystone Courses and 			

implemented.	<ul style="list-style-type: none"> Common Core Increase in Keystone Biology Keystone scores (Especially in Grade 10 from 2013/2014) Walkthrough data 	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)		YES
Optional Identification of Anticipated Costs	Paid teachers to come in during the summer to complete this work	

Action Step 4:	Description:	Implement Keystone practices/concepts into all Keystone courses		
Implementation Start Date:	August 2014	Target Completion Date:	June 2015	
Person Responsible for Managing and Monitoring the Action Step		HS Principal Team		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Walkthroughs Curriculum documents Increase in Keystone scores for 2015 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs				

Strategy 3: Design and implement Performance Tasks that are aligned to the district Performance Task protocol

Action Step 1:	Description:	Design at least one new Performance Task aligned with Units of Study and in accordance to the PT protocol		
Implementation Start Date:	August 2014	Target Completion Date:	June 2015	
Person Responsible for Managing and Monitoring the Action Step		HS Principal Team		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Teachers will be able to show the Performance Task Results of the Performance Task 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs				

Strategy 4: Ensure the design of the math program is implemented with fidelity in all classrooms – Plan for the implementation of the 1.5 Algebra and for increased use of Cognitive Tutor in all Carnegie Math Classes.

Action Step 1:	Description:	Plan and prepare to teach Algebra 1 in a 1.5 course setting
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Implementation Start Date:	August 2014	Target Completion Date:	June 2015
Person Responsible for Managing and Monitoring the Action Step		Mrs. Artim & Mr. Van Horn	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Scheduled in the course catalog Students are enrolled in the course 	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			NO
Optional Identification of Anticipated Costs			

Action Step 2:	Description:	Teachers schedules adjusted to include 1.5 Algebra 1	
Implementation Start Date:	August 2014	Target Completion Date:	June 2015
Person Responsible for Managing and Monitoring the Action Step		Mrs. Artim & Mr. Van Horn	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Teacher schedules are completed 	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			NO
Optional Identification of Anticipated Costs			

Action Step 3:	Description:	Implementation of the Common Core 8 Math Practices	
Implementation Start Date:	August 14	Target Completion Date:	June 2015
Person Responsible for Managing and Monitoring the Action Step		HS Principal Team	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Walkthroughs Increase in Keystone Math scores 	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			NO
Optional Identification of Anticipated Costs			

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?
Keystone Scores – Spring 2015	Increase in Keystone scores for the Spring 2015	Summative
Tech Integration Spring 2015	The data from the Teacher Readiness survey reports higher levels of teacher readiness for digital integration. The Student Engagement Survey will demonstrate higher levels of students engagement in regards to learning. Teachers will integrate technology into one unit of study	Formative
District Written Writing Prompts Spring 2015	Students will complete one writing prompt in each grade 9-11 in the following subjects: SS, Science, and English	Summative
AP Exams May 2015	The AP Scores will improve 20% from 2013-2014	Summative
AP Exams May 2015	Increase the number of Seniors who took an AP Exam in their career by 20%	Summative

Strategies	
Name, describe and provide the rationale for each strategy selected to address the goal. (Min. of 1)	
Strategy 1:	Thoughtfully implement the 1:1 program for individualized student feedback, increased relevance/authenticity, deepened creativity, and improved instructional practices.
Strategy 2:	Implement Professional Learning Communities that uses data to inform instruction and interventions/enrichment for students.
Strategy 3:	Writing – Implement the PGHS writing program into the eleventh grade and continue the work in grades nine and ten.
Strategy 4:	Advanced Placement – Ensure consistent implementation of effective Advanced Placement instructional practices across all AP classrooms.

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

Strategy 1: Technology as a tool for teaching: Incorporate appropriate, purposeful, and effective technology tools to support implementation of the standards based curriculum.

Action Step 1:	Description:	Training on specific applications and strategies for instruction		
Implementation Start Date:	Sep 2014	Target Completion Date:	May 2015	
Person Responsible for Managing and Monitoring the Action Step		Bill Ziegler, Michael Wagman, and the Apple Coach		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> •One Hour meeting highlighting new apps and/or web sites. •Articles and web sites discussed with staff. 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs				

Action Step 2:	Description:	Instructional coaches visit data teams to facilitate creation and integration of technology with Units of Study		
Implementation Start Date:	Sep 2014	Target Completion Date:	May 2015	
Person Responsible for Managing and Monitoring the Action Step		Marissa Bono, Amy Cantymagli Rose Bilinski		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> •Attendance at data team meetings. Implementation of strategies taught during this time evidenced during interviews and walkthroughs 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs				

Action Step 3:	Description:	New technology integration components created for existing Units of Study		
Implementation Start Date:	Sep 2014	Target Completion Date:	May 2015	
Person Responsible for Managing and Monitoring the Action Step		Bill Ziegler and the Principal Team		

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

Action Step 4:	Description:	Model differentiation by using a Choice Menu for secondary teachers during in-service		
Implementation Start Date:	Oct 13, 2014	Target Completion Date:	Oct 13, 2014	
Person Responsible for Managing and Monitoring the Action Step		Dr. William Ziegler, Dr. Ramage, Mr. Wagman, and Instructional Coaches		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.	<ul style="list-style-type: none"> •Teachers attending sessions •Reflection exit slips indicating sessions attended, and requested for repeat 			
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs				

Action Step 5:	Description:	Create a Digital Student Leadership Team to serve as the Help Center for Students and Teacher on laptop repair and servicing issues		
Implementation Start Date:	Oct 2014	Target Completion Date:	December 2014	
Person Responsible for Managing and Monitoring the Action Step		Bill Ziegler and the Tech Team		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.	<ul style="list-style-type: none"> •Students sign up through Student Digital Team and in the Library • Training completed with district technology department. • 			
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs	Student team will take a field to the Apple Genius Center to learn how to conduct repairs			

Action Step 6:	Description:	Extend integration work with coaching support from Apple Professional Development Team		
Implementation Start Date:	November 2014	Target Completion Date:	May 2015	
Person Responsible for Managing and Monitoring the Action Step		Mr. Wagman, Dr. Ziegler, Dr. Ramage, and Apple Coach		

Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Teachers integrate new technology into their classroom and units of study Monthly report submitted by Apple Coach Tech rubric shows demonstration of proficiency with all teachers 	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			YES
Optional Identification of Anticipated Costs	Apple Coach for 13 weeks		

Action Step 7:	Description: Create rubric/checklist of look-fors to support high-quality integration strategies aligned with SAMR Model.		
Implementation Start Date:	November 2014	Target Completion Date:	November 2014
Person Responsible for Managing and Monitoring the Action Step		Mr. Wagman, Dr. Ziegler and Dr. Ramage	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Instrument distributed to all professional staff 	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			NO
Optional Identification of Anticipated Costs			

Action Step 8:	Description: Distribution of Student Laptops		
Implementation Start Date:	December 2014	Target Completion Date:	December 15, 2014 – Seniors December 16, 2014 – Juniors December 17, 2014 – Sophomores December 18, 2014 - Freshmen December 19, 2014 – Extra Day for absent students
Person Responsible for Managing and Monitoring the Action Step		Dr. William Ziegler, Mr. Wagman, and Tech Team	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		All students receive their laptop computers and are assisted in setting up an Apple ID	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			NO
Optional Identification of Anticipated Costs			

Action Step 9:	Description:	Focused walkthroughs to observe qualities of integration.		
Implementation Start Date:	October 2014	Target Completion Date:	May 2015	
Person Responsible for Managing and Monitoring the Action Step		HS Principal Team		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Completed walkthrough checklists 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs				

Strategy 2: Implement Professional Learning Communities that uses data to inform instruction and interventions/enrichment for students.

Action Step 1:	Description:	Begin to develop shared PLC Responsibilities		
Implementation Start Date:	September 2014	Target Completion Date:	January 2015	
Person Responsible for Managing and Monitoring the Action Step		Department Chairs, Bill Ziegler, Daniel Vorhis, Instructional Coaches		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Monthly PLC Report by Department Chairs Principal PLC Visits 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs				

Action Step 2:	Description:	Evidence of implementation of the revised PLC protocol		
Implementation Start Date:	September 2014	Target Completion Date:	May 2015	
Person Responsible for Managing and Monitoring the Action Step		Department Chairs, Bill Ziegler, Daniel Vorhis, & Instructional Coaches		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Monthly Report by Department Chairs Principal PLC Visits 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				
Optional Identification of Anticipated Costs				

Action Step 3:	Description:	Using data for instructional decision making		
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Implementation Start Date:	September 2014	Target Completion Date:	June 2015
Person Responsible for Managing and Monitoring the Action Step		Department Chairs, Bill Ziegler, Daniel Vorhis, and Instructional Coaches	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Monthly Report by Department Chairs Principal PLC Visits Principal Walkthroughs Reduction in the number of failures Increase in Keystone scores 	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			
Optional Identification of Anticipated Costs			

Strategy 3: Writing – Implement the PGHS writing program into the eleventh grade and continue the work in grades nine and ten.

Action Step 1:	Description:	Work with the Writing Committee to review the plan for 2014-2015	
Implementation Start Date:	September 2014	Target Completion Date:	November 2014
Person Responsible for Managing and Monitoring the Action Step		Daniel Vorhis and Bill Ziegler	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Minutes from the meeting A map of the writing program 9-11th grade will be posted on the school's webpage 	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			YES
Optional Identification of Anticipated Costs	Embedded learning will take place during the PLC time (Substitute may be needed for the trainer)		

Action Step 2:	Description:	Embed professional development on the Writing Program into the PLC's	
Implementation Start Date:	October 2014	Target Completion Date:	May 2015
Person Responsible for Managing and Monitoring the Action Step		Bill Ziegler and Daniel Vorhis	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Student writing prompts will be created and shared with other teachers Student writing prompts will be completed in grades 9-11 (SS, Science, and English) 	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			YES
Optional Identification of Anticipated Costs	Embedded learning will take place during the PLC Time (Substitute may be needed for the trainer)		

Action Step 3:	Description:	Teacher review of student writing samples in the PLC time	
Implementation Start Date:	January 2014	Target Completion Date:	May 31, 2014

Person Responsible for Managing and Monitoring the Action Step	Department Chairs in English, SS, and Science		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.	<ul style="list-style-type: none"> Department Chairs will provide a written reflection of these meetings 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)			NO
Optional Identification of Anticipated Costs			

Action Step 4:	Description:	Complete the Penn Literacy Network Courses through University of Pennsylvania		
Implementation Start Date:	October 30, 2014	Target Completion Date:	May 2015	
Person Responsible for Managing and Monitoring the Action Step	Bill Ziegler, Rose Bilinski, and two PGHS Teachers			
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.	<ul style="list-style-type: none"> Implementation of writing practices into curriculum for the two teachers attending Completion certificate from the University of Penn Teacher report out in faculty meeting/s about the learnings from this network 			
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				YES
Optional Identification of Anticipated Costs	Substitutes will be needed for two teachers on four different days. The network does not cost anything.			

Strategy 4: Advanced Placement – Ensure consistent implementation of effective Advanced Placement instructional practices across all AP classrooms.

Action Step 1:	Description:	Align the AP Courses with AP Standards		
Implementation Start Date:	September 2014	Target Completion Date:	May 2015	
Person Responsible for Managing and Monitoring the Action Step	Bill Ziegler and Daniel Vorhis			
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.	<ul style="list-style-type: none"> Meeting notes that show a reflection and learning around AP Unit design and best practices Increase in AP Scores in all subject areas Increase in the number of students earning a 3 or higher 			
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				YES
Optional Identification of Anticipated Costs				

Action Step 2:	Description:	Assure that all AP Teachers have received timely AP Certification/Recertification training		
Implementation Start Date:	September 2014	Target Completion Date:	January 31, 2015	
Person Responsible for Managing and Monitoring the Action Step	Don Petrella			
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.	<ul style="list-style-type: none"> Completed chart outlining who has taken the 5 day training and an update training Put together a schedule for when AP teachers need to get trained Schedule AP Updates for teachers that need them 			

Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)		YES	
Optional Identification of Anticipated Costs	The course of		
Action Step 3:	Description:	Teachers of new AP Courses need to take the 5 Day approved AP Professional Development – AP Calculus BC, AP Physics, AP Environmental Science, AP Biology	
Implementation Start Date:	July 1, 2014	Target Completion Date:	August 31, 2014
Person Responsible for Managing and Monitoring the Action Step		Don Petrella	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> • Certification of completion • AP Course syllabus and outline created 	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)		YES	
Optional Identification of Anticipated Costs	Enrollment in the AP Courses for Teachers Travel expenses		
Action Step 4:	Description:	Submit AP Course Syllabus to College Board for all new courses	
Implementation Start Date:	September 2014	Target Completion Date:	January 2015
Person Responsible for Managing and Monitoring the Action Step		Don Petrella & Bill Ziegler	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> • Receipt from College Board that they have received and approved the syllabus from our new AP Courses 	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)		NO	
Optional Identification of Anticipated Costs			
Action Step 5:	Description:	Host a parent night to inform parents and students about the importance of taking AP courses and the AP exam	
Implementation Start Date:	January 2015	Target Completion Date:	April 2015
Person Responsible for Managing and Monitoring the Action Step		Don Petrella and Bill Ziegler	
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> • Increase in the number of students selecting an AP course • Increase in the number of students who take the AP exam 	
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)		NO	
Optional Identification of Anticipated Costs			

Goal #3 Action Plan Worksheet

Goal
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?
Graduation Rate October 2015	An increase in this rate from the previous year	Summative
Failure Rates (Quarterly for 2014-2015)	A decrease of class failures by 5% from the previous year for each grade level	Formative (Quarterly)
Attendance Rate	Increase in the Daily Attendance Percentage rate from the previous year	Summative

Strategies	
Name, describe and provide the rationale for each strategy selected to address the goal. (Min. of 1)	
Strategy 1:	Monitor At Risk Students by providing teacher mentors who build positive and caring relationships with these students to increase the pass rate in courses.
Strategy 2:	Provide tutoring on Wednesdays for those students who were not proficient on the Keystone exam
Strategy 3:	Monitor attendance and discipline data on a monthly basis to identify students who need interventions
Strategy 4:	Provide interventions for students who did not score proficient on the Keystone exams.
Strategy 5:	Research and provide recommendation to the Superintendent on the restructuring of Wednesday early release to host a period of Intervention/Enrichment/Student Life & Clubs into the school day

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

Strategy 1: Monitor At Risk Students by providing teacher mentors who build positive and caring relationships with these students to increase the pass rate in courses.

Action Step 1:	Description:	Implement the MARS Program with fidelity		
Implementation Start Date:	October 2014	Target Completion Date:	May 30, 2014	
Person Responsible for Managing and Monitoring the Action Step		Jeff Madden and Todd Van Horn		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Reduction in class failures from the previous year Increase in pass rate for students Increase in graduation promotion rate Monthly reports from grade level principals 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				YES
Optional Identification of Anticipated Costs	The Professional Development for this program will take place after school during the staff meeting time.			

Action Step 2:	Description:	Closely monitor student progress through class failure reports		
Implementation Start Date:	October 2014	Target Completion Date:	June 2015	
Person Responsible for Managing and Monitoring the Action Step		Jeff Madden and Todd Van Horn		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Minutes from the monthly meetings with the Principal regarding student failures Reduction in the number of student class failures 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs				

Strategy 2: Provide tutoring on Wednesdays for those students who were not proficient on the Keystone exam

Action Step 1:	Description:	Identify students who did not score proficient on the Keystone exam and assign them a tutor in their subject area		
Implementation Start Date:	October 2014	Target Completion Date:	June 2015	
Person Responsible for Managing and Monitoring the Action Step		Todd Van Horn and Jeff Madden		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Increase in Keystone scores Increase in the number of students attending after school tutoring on Wednesdays 		

Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)		NO
Optional Identification of Anticipated Costs		

Strategy 3: Monitor attendance and discipline data on a monthly basis to identify students who need interventions

Action Step 1:	Description:	Monitor monthly attendance and discipline data to increase the number of days students are in school and to increase course grades		
Implementation Start Date:	September 2014	Target Completion Date:	June 2015	
Person Responsible for Managing and Monitoring the Action Step		Todd Van Horn and Jeff Madden		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> • Increase in daily attendance percentage • Increase in the number of students passing class 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs				

Action Step 2:	Description:	Monthly data meetings with the principal to identify the most At Risk students and to provide supports for them		
Implementation Start Date:	September 2014	Target Completion Date:	June 2015	
Person Responsible for Managing and Monitoring the Action Step		Todd Van Horn and Jeff Madden		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> • Meeting notes • Increase in students passing classes • Increase in daily attendance percentage • Decrease in the number of OSS days 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs				

Action Step 3:	Description:	Child Study team meets to identify and provide interventions for At Risk students		
Implementation Start Date:	September 2014	Target Completion Date:	June 2015	
Person Responsible for Managing and Monitoring the Action Step		Deb Lewis		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> • Meeting minutes • Reduction in class failures 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs				

Anticipated Costs	
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Action Step 3:	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)				
Optional Identification of Anticipated Costs				

Strategy 4: Provide interventions for students who did not score proficient on the Keystone exams.

Action Step 1:	Description:	Identify teachers to serve as Keystone Intervention Teachers		
Implementation Start Date:	August 2014	Target Completion Date:	September	
Person Responsible for Managing and Monitoring the Action Step		Bill Ziegler		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		• List of teachers to serve in this capacity		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs				

Action Step 2:	Description:	Meet with the Keystone Intervention Teachers to review expectations and the vision for the program		
Implementation Start Date:	September 2014	Target Completion Date:	September 30, 2014	
Person Responsible for Managing and Monitoring the Action Step		Bill Ziegler		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> • Expectations for Keystone Intervention Teachers • Teachers ready and prepared to provide interventions 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				YES
Optional Identification of Anticipated Costs		The training for this will take place during their Keystone Intervention Period		

Action Step 3:	Description:	Keystone Intervention teachers implement the Keystone Intervention Plan		
Implementation Start Date:	September 2014	Target Completion Date:	June 2015	
Person Responsible for Managing and Monitoring the Action Step		Bill Ziegler and Todd Van Horn		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Records of interventions, student conference, and parent contact Increase in Keystone proficiency scores 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs				

Strategy: Research and provide recommendation to the Superintendent on the restructuring of Wednesday early release to host a period of Intervention/Enrichment/Student Life & Clubs into the school day

Action Step 1:	Description:	Develop a team to explore reconfiguration of the Wednesday tutoring time		
Implementation Start Date:	January 2015	Target Completion Date:	May 2015	
Person Responsible for Managing and Monitoring the Action Step		Mr. Madden and Mr. Van Horn, Department Chairs		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Recommendation will be submitted to the Principal and Superintendent 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs				

Action Step 2:	Description:	Create schedule that would reconfigure the Wednesday tutoring time		
Implementation Start Date:	May 2015	Target Completion Date:	May 2015	
Person Responsible for Managing and Monitoring the Action Step		Todd Van Horn		
Indicator of Implementation: Evidence that will indicate the Action Step has been implemented.		<ul style="list-style-type: none"> Copy of Schedule prepared for the 2015 school year 		
Is this Action Step a <i>professional development</i> activity or initiative? If yes, complete the professional development worksheet. (YES or NO)				NO
Optional Identification of Anticipated Costs				