

# **Smith School 2014-17**

Demo IN School 1

Demo IN District 1

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## Overview

### Plan Name

Smith School 2014-17

### Plan Description

School improvement plan.

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## Goals Summary

The following is a summary of the goals encompassed in this plan. The details for each goal are available in the next section.

#	Goal Name	Goal Details	Goal Type	Total Funding
1	Create short term and long term professional development plans.	Objectives: 4 Strategies: 4 Activities: 11	Organizational	\$300
2	All students will be able to read and understand informational text in all subjects.	Objectives: 3 Strategies: 5 Activities: 14	Academic	\$12500

## Goal 1: Create short term and long term professional development plans.

### Measurable Objective 1:

collaborate to conduct needs assessments by 12/19/2014 as measured by results analysis.

### Strategy 1:

Instructional Needs Assessment - We will conduct a needs assessment in November 2013 to determine what types of training our teachers and instructional aides need.

Research Cited: Guskey, Killion (NSDC)

Activity - School Needs Assessment	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
The PD Committee will hold meetings on Oct. 28, Nov. 5 and Nov. 12 to determine the needs of the school, using trend data from the last three years on all summative assessments as well as the demands of common core.	Other	10/28/2013	11/12/2013	\$0	No Funding Required	The PD Committee
Activity - Staff Needs Assessment	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Staff members will complete a Data Readiness Survey to determine how adept they are at evaluating, interpreting and using data as well as a Needs Assessment based on the results of the School Needs Assessment.	Other	11/25/2013	12/09/2013	\$0	No Funding Required	PD Committee
Activity - Collate Results	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
The results from these assessments will be collated and a report created that describes and prioritizes the professional learning needs of the Ballard High School staff.	Other	12/13/2013	12/19/2013	\$300	General Fund	PD Committee

### Measurable Objective 2:

collaborate to to create a three-year professional development plan, which will then be broken down into one year plans by 02/21/2014 as measured by Completed Professional Development Plan for 2014-2017.

### Strategy 1:

Three Year Plan - Using the priorities generated by the needs assessment report, we will create a three-year plan that includes how, who and when and will also allow for follow-up or additional training while also addressing differentiated training.

Research Cited: Guskey, Killion (NSDC)

Activity - Planning	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
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We will look at the topics for our priority topics and look at how we will train staff in this area, who should do the training, how and when. We will first see if there are any effective trainers in this area within the school and district. We will include follow up, using the Results-Based template, and some opportunities for differentiation.	Other	01/06/2014	01/24/2014	\$0	No Funding Required	PD Committee
<b>Activity - Annual Planning</b>	<b>Activity Type</b>	<b>Begin Date</b>	<b>End Date</b>	<b>Resource Assigned</b>	<b>Source Of Funding</b>	<b>Staff Responsible</b>
The long term plan will be broken into yearly plans with room being allowed in the 2015-16 and 2016-17 plans for follow up sessions.	Other	01/27/2014	02/10/2014	\$0	No Funding Required	PD Committee
<b>Activity - New Staff Plan</b>	<b>Activity Type</b>	<b>Begin Date</b>	<b>End Date</b>	<b>Resource Assigned</b>	<b>Source Of Funding</b>	<b>Staff Responsible</b>
A plan to bring new staff up to speed on the professional development will be created.	Other	02/17/2014	02/21/2014	\$0	No Funding Required	PD Committee
<b>Activity - Consensus Meeting</b>	<b>Activity Type</b>	<b>Begin Date</b>	<b>End Date</b>	<b>Resource Assigned</b>	<b>Source Of Funding</b>	<b>Staff Responsible</b>
The PD Committee will present the plan to the staff (Feb. 25 faculty meeting) so that everyone understands the priorities and the reasons for them as well as what the training will look like in the next three years. The Committee will also solicit feedback from the staff in order to make any necessary changes to the plan (due Feb 28)	Other	02/24/2014	02/28/2014	\$0	No Funding Required	PD Committee and staff

**Measurable Objective 3:**

collaborate to Implement 1st Year Plan by 01/05/2015 as measured by monitoring, feedback and evaluation procedure.

**Strategy 1:**

Monitoring Implementation - Staff and administrators will use surveys, walk-throughs, lesson plans, and an evaluation procedure.

Research Cited: Gusky, Killion, Marzano

<b>Activity - Quarterly Surveys</b>	<b>Activity Type</b>	<b>Begin Date</b>	<b>End Date</b>	<b>Resource Assigned</b>	<b>Source Of Funding</b>	<b>Staff Responsible</b>
Quarterly implementation surveys (based on Killion's samples) will be administered in October, January, March and May, with results being analyzed and shared with the staff.	Other	10/01/2014	05/15/2015	\$0	No Funding Required	PD Committee and staff
<b>Activity - Supervision</b>	<b>Activity Type</b>	<b>Begin Date</b>	<b>End Date</b>	<b>Resource Assigned</b>	<b>Source Of Funding</b>	<b>Staff Responsible</b>
Administrators will check for implementation of the selected strategies from the 1st year professional development plan during walk-throughs, observation conferences, and lesson plan checks.	Other	10/01/2014	05/22/2015	\$0	No Funding Required	Administrators

**Measurable Objective 4:**

demonstrate a behavior of successful use of selected strategies by 05/29/2015 as measured by increased student performance data and classroom observation data.

**Strategy 1:**

Evaluation Plan - We will create a plan to evaluate the effectiveness of the professional development plan, using Tom Guskey's five-levels method.

Research Cited: Guskey

Activity - Create Plan	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Create the evaluation plan	Other	03/03/2014	03/21/2014	\$0	No Funding Required	PD Committee, administrators and department chairs

Activity - Analyze Results	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Analyze the results of the evaluation plan, making any necessary adjustments to the 2015-2016 plan.	Other	04/01/2015	04/30/2015	\$0	No Funding Required	PD Committee, administrators, staff

## Goal 2: All students will be able to read and understand informational text in all subjects.

**Measurable Objective 1:**

A 15% increase of All Students will demonstrate a proficiency in reading and understanding textbooks and internet articles in Reading by 04/17/2015 as measured by ISTEP+ Acuity Reading Comprehension.

**Strategy 1:**

Current Reading Status - Teachers in grades 3-5 will determine where students in their class are in terms of reading comprehension and vocabulary.

Research Cited: Rasinski, Moss, Frey.

Activity - Assessment	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Teachers will administer the 3-Minute Reading Assessment and the Grade Level Vocabulary Assessment to their students. They will also administer the Informational Text Interest Survey.	Direct Instruction	08/18/2014	08/22/2014	\$125	Title I Part A	Grade 3-6 teachers and aides.

Activity - Post-assessment collaboration	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
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Grade level teachers will meet to discuss the findings from the assessments and plan how they will group students and provide individual assistance. They will also determine which building background and comprehension strategies they will adopt. Aides will be included if possible.	Professional Learning	08/25/2014	08/26/2014	\$0	No Funding Required	Grades 3-6 teachers and aides.
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**Strategy 2:**

Building background/comprehension - Teachers in grade 3 will use strategies from "35 Strategies for Guiding Readers through Informational Texts;" teachers in grades 4-5 will use "Differentiated Reading Instruction in Grades 4-5" and teachers in grade 6 will use "Teaching Students to Read Like Detectives: Comprehending, Analyzing and Discussing Text." Teachers in grades 3-6 will also use strategies selected from "Close Reading of Informational Texts: Assessment-Driven Instruction in Grades 3-8."

Research Cited: Moss, Fisher, Walpole and Cummins.

Activity - Professional Learning	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Teachers will participate in staff-led professional development in which the strategies and suggestions for modeling are demonstrated.	Professional Learning	08/11/2014	11/14/2014	\$500	Title I Part C	Instructional Coach and teachers/aides in grades 3-6.

Activity - Monitoring implementation	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Grade level teachers will monitor reading progress using the Qualitative Reading Inventory every three weeks. This assessment data will be the basis for their meetings with the instructional coach as they look at their data and make adjustments in their teaching and grouping. The administrators and instructional coach will conduct weekly walkthroughs during the reading block and provide informal feedback to the teachers about their implementation of the strategies.	Direct Instruction	09/02/2014	05/22/2015	\$0	No Funding Required	Grades 3-6 teachers and aides, instructional coach, administrators.

Activity - Literacy Events - Literacy Alerts	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
The Reading Committee will plan several literacy events during the first 9 weeks to share strategies with parents on how they can help their children improve their reading skills. These will take place in the evening and during the day to accommodate work schedules. As part of the Friday Folders that go home to parents will be a special Literacy Alert that updates parents about their child's progress in reading with specific suggestions for helping at home.	Parent Involvement	09/08/2014	11/07/2014	\$300	Title I Part A	Reading Committee, Instructional Coach, grades 3-6 teachers and administrators.

**Strategy 3:**

Extra Curricular Reading - All students will be able to participate in before and after school reading-related activities, and struggling readers will have a tutoring program provided.

Research Cited: Exemplary Center for Reading Instruction.

Activity - Reading Clubs	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Before school and after school Reading Clubs will be established for any students who want to attend. Activities will involve read alouds, reading games, Reader's Theater, and others.	Extra Curricular	09/02/2014	05/22/2015	\$800	Booster Fund	Reading Club sponsors, instructional coach

Activity - System 44	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Students who are identified after the first three week assessment as needing additional assistance will be asked to participate in the Systems 44 Program, which will be held three nights a week after school. Tutors will report progress to teachers weekly.	Tutoring	09/08/2014	05/22/2015	\$7000	Title I Part A	Instructional coach, teachers/aides serving as tutors

Activity - Reading Buddies	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
The Title 1 Coordinator will assist in finding community partners for the reading initiative. These partnerships may involve donations for books for the students as well as providing volunteers to read to students and listen to students read to them. Middle school students may also be trained to be Reading Buddies.	Community Engagement	11/03/2014	05/01/2015	\$25	Booster Fund	Title I Director, instructional coach, community volunteers and middle school students

**Measurable Objective 2:**

A 20% increase of Fourth, Fifth and Sixth grade students will demonstrate a proficiency to read and understand story problems in Mathematics by 04/01/2015 as measured by ISTEP+ Mathematics Applied Skills.

**Strategy 1:**

Academic Vocabulary - Teachers will create math word lists based on their texts and grade level standards.

Research Cited: Marzano and Fisher

Activity - Teacher training on Marzano strategies	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
All teachers will receive professional development on how to teach Marzano's vocabulary strategies from "Building Background Knowledge for Academic Achievement."	Professional Learning	09/01/2014	09/19/2014	\$250	District Funding	Instructional Coach, teachers, aides

Activity - Implement Strategies	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
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All teachers will implement these strategies, with grades 4-6 focusing on math vocabulary.	Direct Instruction	09/08/2014	05/22/2015	\$0	No Funding Required	Teachers, aides, instructional coach
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Activity - Monitoring implementation	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Teachers in grades 4-6 will administer bi-weekly math vocabulary assessments. During collaboration time, they will analyze the results and share strategies to improve vocabulary instruction. The administrators and instructional coach will conduct walk throughs in these classes during the math block to ensure that the strategies are being used.	Direct Instruction	09/26/2014	04/24/2015	\$0	No Funding Required	Teachers/aides in grades 4-6, administrators, instructional coach

**Measurable Objective 3:**

A 10% increase of Economically Disadvantaged students will demonstrate a proficiency to be able to read and write at higher levels in English Language Arts by 05/29/2015 as measured by State College and Career Readiness Assessment.

**Strategy 1:**

Teaching with Poverty in Mind - Teachers will learn about Eric Jensen's strategies to help students from poverty improve their academic achievement.

Research Cited: Jensen

Activity - Training	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Teachers will read Jensen's book, Teaching with Poverty in Mind over the summer. Instructors from a local college and from a neighboring district that have used these strategies will provide professional development on how to implement.	Professional Learning	09/22/2014	10/03/2014	\$3000	Title I Part C	Teachers and aides, administrators, instructional coach, local college trainers, neighboring district trainers

Activity - Monitoring implementation	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible
Administrators and instructional coaches will observe teachers implementing these strategies. Those who are struggling will observe classrooms where the strategies are being successfully implemented, and receive ongoing assistance from the instructional coach.	Direct Instruction	10/06/2014	04/24/2015	\$0	No Funding Required	Administrators and instructional coach

Activity - Parent Night/ Newsletter/Website	Activity Type	Begin Date	End Date	Resource Assigned	Source Of Funding	Staff Responsible

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Parents will be informed about strategies they can use with their children to help improve attentional focus and working memory and about free resources available to them to help (i.e. brain training sites such as Lumosity, Brain Gym, etc.). Tips will be included in the grade level and school newsletters as well as on the school website.	Academic Support Program	09/29/2014	04/24/2015	\$500	Title I Part D	Administrators, teachers, parent liaison, instructional coach, webmaster
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## Activity Summary by Funding Source

Below is a breakdown of your activities by funding source

### No Funding Required

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Staff Needs Assessment	Staff members will complete a Data Readiness Survey to determine how adept they are at evaluating, interpreting and using data as well as a Needs Assessment based on the results of the School Needs Assessment.	Other	11/25/2013	12/09/2013	\$0	PD Committee
Monitoring implementation	Administrators and instructional coaches will observe teachers implementing these strategies. Those who are struggling will observe classrooms where the strategies are being successfully implemented, and receive ongoing assistance from the instructional coach.	Direct Instruction	10/06/2014	04/24/2015	\$0	Administrators and instructional coach
Monitoring implementation	Grade level teachers will monitor reading progress using the Qualitative Reading Inventory every three weeks. This assessment data will be the basis for their meetings with the instructional coach as they look at their data and make adjustments in their teaching and grouping. The administrators and instructional coach will conduct weekly walkthroughs during the reading block and provide informal feedback to the teachers about their implementation of the strategies.	Direct Instruction	09/02/2014	05/22/2015	\$0	Grades 3-6 teachers and aides, instructional coach, administrators
School Needs Assessment	The PD Committee will hold meetings on Oct. 28, Nov. 5 and Nov. 12 to determine the needs of the school, using trend data from the last three years on all summative assessments as well as the demands of common core.	Other	10/28/2013	11/12/2013	\$0	The PD Committee
Implement Strategies	All teachers will implement these strategies, with grades 4-6 focusing on math vocabulary.	Direct Instruction	09/08/2014	05/22/2015	\$0	Teachers, aides, instructional coach
Quarterly Surveys	Quarterly implementation surveys (based on Killion's samples) will be administered in October, January, March and May, with results being analyzed and shared with the staff.	Other	10/01/2014	05/15/2015	\$0	PD Committee and staff
Consensus Meeting	The PD Committee will present the plan to the staff (Feb. 25 faculty meeting) so that everyone understands the priorities and the reasons for them as well as what the training will look like in the next three years. The Committee will also solicit feedback from the staff in order to make any necessary changes to the plan (due Feb 28)	Other	02/24/2014	02/28/2014	\$0	PD Committee and staff

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Post-assessment collaboration	Grade level teachers will meet to discuss the findings from the assessments and plan how they will group students and provide individual assistance. They will also determine which building background and comprehension strategies they will adopt. Aides will be included if possible.	Professional Learning	08/25/2014	08/26/2014	\$0	Grades 3-6 teachers and aides.
Analyze Results	Analyze the results of the evaluation plan, making any necessary adjustments to the 2015-2016 plan.	Other	04/01/2015	04/30/2015	\$0	PD Committee, administrators, staff
Create Plan	Create the evaluation plan	Other	03/03/2014	03/21/2014	\$0	PD Committee, administrators and department chairs
Monitoring implementation	Teachers in grades 4-6 will administer bi-weekly math vocabulary assessments. During collaboration time, they will analyze the results and share strategies to improve vocabulary instruction. The administrators and instructional coach will conduct walk throughs in these classes during the math block to ensure that the strategies are being used.	Direct Instruction	09/26/2014	04/24/2015	\$0	Teachers/aides in grades 4-6, administrators, instructional coach
Supervision	Administrators will check for implementation of the selected strategies from the 1st year professional development plan during walk-throughs, observation conferences, and lesson plan checks.	Other	10/01/2014	05/22/2015	\$0	Administrators
Planning	We will look at the topics for our priority topics and look at how we will train staff in this area, who should do the training, how and when. We will first see if there are any effective trainers in this area within the school and district. We will include follow up, using the Results-Based template, and some opportunities for differentiation.	Other	01/06/2014	01/24/2014	\$0	PD Committee
Annual Planning	The long term plan will be broken into yearly plans with room being allowed in the 2015-16 and 2016-17 plans for follow up sessions.	Other	01/27/2014	02/10/2014	\$0	PD Committee
New Staff Plan	A plan to bring new staff up to speed on the professional development will be created.	Other	02/17/2014	02/21/2014	\$0	PD Committee
<b>Total</b>					\$0	

**Title I Part C**

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Professional Learning	Teachers will participate in staff-led professional development in which the strategies and suggestions for modeling are demonstrated.	Professional Learning	08/11/2014	11/14/2014	\$500	Instructional Coach and teachers/aides in grades 3-6.

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Training	Teachers will read Jensen's book, Teaching with Poverty in Mind over the summer. Instructors from a local college and from a neighboring district that have used these strategies will provide professional development on how to implement.	Professional Learning	09/22/2014	10/03/2014	\$3000	Teachers and aides, administrators, instructional coach, local college trainers, neighboring district trainers
<b>Total</b>					\$3500	

**General Fund**

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Collate Results	The results from these assessments will be collated and a report created that describes and prioritizes the professional learning needs of the Ballard High School staff.	Other	12/13/2013	12/19/2013	\$300	PD Committee
<b>Total</b>					\$300	

**Title I Part A**

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Literacy Events - Literacy Alerts	The Reading Committee will plan several literacy events during the first 9 weeks to share strategies with parents on how they can help their children improve their reading skills. These will take place in the evening and during the day to accommodate work schedules. As part of the Friday Folders that go home to parents will be a special Literacy Alert that updates parents about their child's progress in reading with specific suggestions for helping at home.	Parent Involvement	09/08/2014	11/07/2014	\$300	Reading Committee, Instructional Coach, grades 3-6 teachers and administrators
Assessment	Teachers will administer the 3-Minute Reading Assessment and the Grade Level Vocabulary Assessment to their students. They will also administer the Informational Text Interest Survey.	Direct Instruction	08/18/2014	08/22/2014	\$125	Grade 3-6 teachers and aides.
System 44	Students who are identified after the first three week assessment as needing additional assistance will be asked to participate in the Systems 44 Program, which will be held three nights a week after school. Tutors will report progress to teachers weekly.	Tutoring	09/08/2014	05/22/2015	\$7000	Instructional coach, teachers/aides serving as tutors
<b>Total</b>					\$7425	

**District Funding**

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Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Teacher training on Marzano strategies	All teachers will receive professional development on how to teach Marzano's vocabulary strategies from "Building Background Knowledge for Academic Achievement."	Professional Learning	09/01/2014	09/19/2014	\$250	Instructional Coach, teachers, aides
<b>Total</b>					\$250	

**Title I Part D**

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Parent Night/ Newsletter/Website	Parents will be informed about strategies they can use with their children to help improve attentional focus and working memory and about free resources available to them to help (i.e. brain training sites such as Lumosity, Brain Gym, etc.). Tips will be included in the grade level and school newsletters as well as on the school website.	Academic Support Program	09/29/2014	04/24/2015	\$500	Administrator s, teachers, parent liaison, instructional coach, webmaster
<b>Total</b>					\$500	

**Booster Fund**

Activity Name	Activity Description	Activity Type	Begin Date	End Date	Resource Assigned	Staff Responsible
Reading Clubs	Before school and after school Reading Clubs will be established for any students who want to attend. Activities will involve read alouds, reading games, Reader's Theater, and others.	Extra Curricular	09/02/2014	05/22/2015	\$800	Reading Club sponsors, instructional coach
Reading Buddies	The Title 1 Coordinator will assist in finding community partners for the reading initiative. These partnerships may involve donations for books for the students as well as providing volunteers to read to students and listen to students read to them. Middle school students may also be trained to be Reading Buddies.	Community Engagement	11/03/2014	05/01/2015	\$25	Title I Director, instructional coach, community volunteers and middle school students
<b>Total</b>					\$825	