

Plan of Action – Literacy - Year 1(2006-2007)

Objective 1- In 2006-2007, 10th grade students scoring at/above proficiency in Reading will increase from 42.8% to 48.6% as measured by the CAPT administered in Spring 2007. 10th grade students scoring at/above proficiency in Writing will increase from 53.8% to 59.6% as measured by the CAPT administered in Spring 2007.

Strategy 1: Improve students' ability to write across the disciplines

| Action Steps (Include all assessments, learning walks, grade or content team mtgs, SIP Data Team meetings, parent activities, quarterly progress reports, community forums, etc. in chronological order.) | Person (s) Responsible (Place in bold or underline the primary person responsible at the school level for each action step) | Timeline (Projected timeframe for completing action steps, as well as intermittent benchmark periods.) | Resources & Budget (Materials, grants, funds and other resources targeted to support the action step. Include technical assistance from LEA, CSDE, RESC, etc.) |
|--|---|--|---|
| 1st Quarter | | | |
| <ul style="list-style-type: none"> Instruction Action Step 1.1a: All teachers will use writing to learn logs to assess prior knowledge, monitor progress and to identify individual student learning needs. | Persons Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants | Sept. – Nov. 2006 | Selected PD days for training and trained professionals to conduct workshops on: Writing to Learn CDR/GB/Title I funds Time Student notebooks Central Office assistance Funding CREC consulting Student folders Folder boxes |
| Measures of Success Action Step 1.1b: <ul style="list-style-type: none"> Student portfolio School-based dept. meetings-sharing of best practices Walk throughs focusing on Clear Expectations, Accountable Talk and Student Engagement Lesson plans Student portfolios | Persons Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers CREC consultants | Sept. – Nov. 2006 | Selected PD days for training and trained professionals to conduct workshops on: <ul style="list-style-type: none"> Writing to Learn building and maintaining portfolios CDR/GB/Title I funds Time |

| | | | |
|---|---|-------------------|--|
| <ul style="list-style-type: none"> Displays of student work | | | Student notebooks Central Office assistance Funding CREC consultants Student folders Folder boxes |
| Parental Involvement Action Step 1.1c: During parent teacher conferences, SSTs, and PPTs student portfolios will be shared | Persons Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers CREC consultants | Sept. – Nov. 2006 | Time to meet with parents |
| Professional Development Action Step 1.1d: Training for teachers on building and maintaining student portfolios | Persons Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants | Sept. – Nov. 2006 | Selected PD days for training and trained professionals to conduct workshops on: <ul style="list-style-type: none"> Writing to Learn Building and maintaining portfolios CDR/GB/Title I funds Time Central Office assistance Funding CREC consultants Sample student portfolios |
| 2nd Quarter | | | |
| <u>ALL 1st Quarter Action Steps continue. In addition, the following will also be implemented:</u> Instruction Action Step 1.1e: Vocabulary development through exposure to content specific words to be used in writing | Persons Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants | Nov. - Feb. 2007 | Selected PD days for training and trained professionals to conduct workshops on vocabulary development in the content areas CDR/GB/Title I funds Time Central Office assistance Funding CREC consultants |
| Measures of Success Action Step 1.1f: <ul style="list-style-type: none"> Monthly <i>Word of the Day</i> pre/post tests Walk throughs focusing on Clear Expectations, Accountable Talk and | Persons Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers | Nov. - Feb. 2007 | Selected PD days for training and trained professionals to conduct workshops on: <ul style="list-style-type: none"> Vocabulary |

School: Bulkeley High School

Principal: Miriam M. Taylor

School Years: 2006-2008

Revised August 1, 2006

| | | | |
|---|---|-------------------------|---|
| <p>Student Engagement</p> <ul style="list-style-type: none">• Lesson plans• Student portfolios• Displays of student work | <p>Central Office English & Literacy staff CREC consultants</p> | | <p>development in the content areas</p> <ul style="list-style-type: none">▪ Building and maintaining portfolios <p>CDR/GB/Title I funds Time Central Office assistance Funding CREC consultants</p> |
| <p>Parental Involvement Action Step 1.1g: <i>Word of the Day</i> word lists will be sent home on a monthly basis to parents</p> | <p>Persons Responsible: Miriam Morales-Taylor Family Resource Aid</p> | <p>Nov. - Feb. 2007</p> | <p>Time to duplicate <i>Word of the Day</i> lists for parents Paper Copy machine CDR/GB/Title I funds</p> |
| <p>Professional Development Action Step 1.1h: Training for teachers on how to incorporate <i>Word of the Day</i> into daily classroom routine to uphold its relevance to students</p> | <p>Persons Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers CREC consultants</p> | <p>Nov. - Feb. 2007</p> | <p>Selected PD days for training and trained professionals to conduct workshops on:</p> <ul style="list-style-type: none">▪ Vocabulary development in the content areas▪ Building and maintaining portfolios <p>CDR/GB/Title I funds Time Central Office assistance Funding CREC consultants</p> |

| 3 rd Quarter | | | |
|---|---|-------------------------|--|
| <p><u>ALL 1st Quarter and 2nd Quarter Action Steps continue. In addition, the following will also be implemented:</u></p> <p>Instruction Action Step 1.1i: The 4-sentence framework will serve as a springboard to paragraph writing.</p> <p>Students will begin identifying the parts of a persuasive essay</p> | <p>Persons Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants</p> | <p>Feb. – Apr. 2007</p> | <p>Selected PD days for training and trained professionals to conduct workshops on:</p> <ul style="list-style-type: none"> • The use of graphic organizers for writing • The parts of a persuasive essay <p>CDR/GB/Title I funds Time Central Office assistance Funding CREC consultants</p> |
| <p>Measures of Success Action Step 1.1j:</p> <ul style="list-style-type: none"> • Student-friendly scoring rubric for writing • Walk throughs focusing on Clear Expectations, Accountable Talk and Student Engagement • Lesson plans • Student portfolios • Displays of student work | <p>Persons Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers CREC consultants</p> | <p>Feb. – Apr. 2007</p> | <p>Selected PD days for training and trained professionals to conduct workshops on the use of scoring rubrics for writing</p> <p>CDR/GB/Title I funds Time Central Office assistance Funding CREC consultants</p> |
| <p>Parental Involvement Action Step 1.1k: During parent teacher conferences, SSTs, and PPTs student portfolios will be shared</p> | <p>Persons Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers CREC consultants</p> | <p>Feb. – Apr. 2007</p> | <p>Time to meet with parents</p> |
| <p>Professional Development Action Step 1.1l: Training for teachers on modeling Clear Expectations, the use of graphic organizers for writing, how to develop and use scoring rubrics and how to use the 4-sentence framework</p> | <p>Persons Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants</p> | <p>Feb. – Apr. 2007</p> | <p>Selected PD days for training and trained professionals to conduct workshops on:</p> <ul style="list-style-type: none"> • Modeling Clear Expectations • Graphic Organizers • Scoring rubrics • How to use the 4-sentence framework <p>CDR/GB/Title I funds</p> |

| | | | |
|--|---|------------------|---|
| | | | Time Central Office assistance Funding CREC consultants |
| 4th Quarter | | | |
| <p><u>ALL 1st Quarter, 2nd Quarter, and 3rd Quarter Action Steps continue. In addition, the following will also be implemented:</u></p> <p>Instruction Action Step 1.1m:</p> <ul style="list-style-type: none"> Construct a 5-paragraph persuasive essay | <p>Persons Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants</p> | Apr. – June 2007 | <p>Selected PD days for training and trained professionals to conduct workshops on:</p> <ul style="list-style-type: none"> How to construct a 5-paragraph persuasive essay <p>CDR/GB/Title I funds Time Central Office assistance Funding CREC consultants</p> |
| <p>Measures of Success Action Step 1.1n:</p> <ul style="list-style-type: none"> CAPT rubric scored essay Walk throughs focusing on Clear Expectations, Accountable Talk and Student Engagement Lesson plans Student portfolios Displays of student work | <p>Persons Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants</p> | Apr. – June 2007 | <p>Selected PD days for training and trained professionals to conduct workshops on:</p> <ul style="list-style-type: none"> Holistic CAPT scoring <p>CDR/GB/Title I funds Time Central Office assistance Funding CREC consultants</p> |
| <p>Parental Involvement Action Step 1.1o: During parent teacher conferences, SSTs, and PPTs student portfolios will be shared The CAPT rubric and persuasive essay sample will be presented to the PTO.</p> | <p>Persons Responsible: Miriam Morales-Taylor All APs Selected teachers/SLC Team Leaders Central Office English & Literacy staff CREC consultants Family Resource Aid</p> | Apr. – June 2007 | <p>Time for selected teachers/SLC Team Leaders to prepare presentation for parents Central Office assistance Funding CREC consultants</p> |
| <p>Professional Development Action Step 1.1p: Training for teachers on how to use the CAPT rubric to holistically score a persuasive essay.</p> | <p>Persons Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers CREC consultants</p> | Apr. – June 2007 | <p>Selected PD days for training and trained professionals to conduct workshops on:</p> <ul style="list-style-type: none"> Holistic CAPT scoring <p>CDR/GB/Title I funds</p> |

| | | | |
|--|---|--|--|
| | Central office English & Literacy staff | | Time Central Office assistance Funding CREC consultants |
|--|---|--|--|

Plan of Action – Literacy - Year 1 (2006-2007)

Objective 1 - In 2006-2007, 10th grade students scoring at/above proficiency in Reading will increase from 42.8% to 48.6% as measured by the CAPT administered in Spring 2007. 10th grade students scoring at/above proficiency in Writing will increase from 53.8% to 59.6% as measured by the CAPT administered in Spring 2007.

Strategy 2: Use Differentiated Instruction to address student strengths and weaknesses

| Action Steps (Include all assessments, learning walks, grade or content team mtgs, SIP Data Team meetings, parent activities, quarterly progress reports, community forums, etc. in chronological order.) | Person (s) Responsible (Place in bold or underline the primary person responsible at the school level for each action step) | Timeline (Projected timeframe for completing action steps, as well as intermittent benchmark periods.) | Resources & Budget (Materials, grants, funds and other resources targeted to support the action step. Include technical assistance from LEA, CSDE, RESC, etc.) |
|--|---|--|---|
| 1 st Quarter | | | |
| Instruction Action Step 1.2a: <ul style="list-style-type: none"> ▪ Pre-assessment strategies ▪ Begin to form flexible groups and develop learning centers ▪ Differentiate homework assignments based on student needs | Person(s) Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants | Sept-Nov 2006 | Reading materials Selected PD days for training and trained professionals to conduct workshops on: <ul style="list-style-type: none"> • effectively implementing Differentiated Instruction techniques in the classroom • effectively pre-assessing reading strategies (not pre-assessing for content-specific knowledge) CDR/GB/Title I funds Time Central Office assistance Funding |

| | | | |
|--|---|----------------------|---|
| <p>Measures of Success Action Step 1.2b:</p> <ul style="list-style-type: none"> Review of teacher lesson plans Review of Agendas from Team meetings | <p>Person Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers</p> | <p>Sept-Nov 2006</p> | <p>CREC consultants</p> <p>Time for Team meetings Selected PD days for training and trained professionals to conduct workshops on:</p> <ul style="list-style-type: none"> effectively implementing Differentiated Instruction techniques in the classroom effectively pre-assessing reading strategies (not pre-assessing for content-specific knowledge) <p>CDR/GB/Title I funds Time Central Office assistance Funding CREC consultants</p> |
| <p>Parental Involvement Action Step 1.2c: PTO presentation for parents on Differentiated Instruction by selected teachers/SLC Team Leaders</p> | <p>Person Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants Family Resource Aid Guidance staff</p> | <p>Sept-Nov 2006</p> | <p>CDR/GB/Title I funds Time for selected teachers/SLC Team Leaders to prepare presentation for parents Central Office assistance Funding CREC consultants</p> |
| <p>Professional Development Action Step 1.2d: Training on effectively implementing Differentiated Instruction techniques in the classroom and effectively pre-assessing reading strategies (not pre-assessing for content-specific knowledge) for all teachers</p> | <p>Person Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants</p> | <p>Sept-Nov 2006</p> | <p>Selected PD days for training and trained professionals to conduct workshops on:</p> <ul style="list-style-type: none"> effectively implementing Differentiated Instruction techniques in the classroom effectively pre-assessing reading strategies (not pre-assessing for content-specific knowledge) |

| | | | |
|---|--|-------------------------|---|
| | | | CDR/GB/Title I funds Time Central Office assistance Funding CREC consultants |
| 2nd Quarter | | | |
| <p>Instruction Action Step 1.2e: <u>ALL 1st Quarter Action Steps continue. In addition, the following will also be implemented:</u></p> <ul style="list-style-type: none"> ▪ Design 1-2 differentiated lessons to implement in class ▪ Implement learning centers | <p>Person Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants</p> | <p>Nov. - Feb. 2007</p> | <p>Selected PD days for training and trained professionals to conduct workshops on:</p> <ul style="list-style-type: none"> • Writing to Learn • Implementing learning centers <p>CDR/GB/Title I funds Time Central Office assistance Funding CREC consultants Writing to Learn notebooks for students</p> |
| <p>Measures of Success Action Step 1.2f:</p> <ul style="list-style-type: none"> • Student Portfolios • Team meetings attended by APs • Lesson plans • Walk throughs focusing on Clear Expectations and Accountable Talk • Displays of student work | <p>Person Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants</p> | <p>Nov. - Feb. 2007</p> | <p>. CDR/GB/Title I funds Time for Team meetings Student portfolios (including Writing to Learn logs)</p> |
| <p>Parental Involvement Action Step 1.2g: During parent teacher conferences, SSTs, and PPTs student portfolios will be shared</p> | <p>Person Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants</p> | <p>Nov. - Feb. 2007</p> | <p>Time to meet with parents</p> |

School: Bulkeley High School
Revised August 1, 2006

Principal: Miriam M. Taylor

School Years: 2006-2008

| | | | |
|--|--|-------------------------|--|
| <p>Professional Development Action Step 1.2h: Training on Writing to Learn and Implementing learning centers in the classroom for all teachers</p> | <p>Person Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants</p> | <p>Nov. - Feb. 2007</p> | <p>Selected PD days for training and trained professionals to conduct workshops on:</p> <ul style="list-style-type: none">• Writing to Learn• Implementing learning centers <p>CDR/GB/Title I funds Time Central Office assistance Funding CREC consultants</p> |
|--|--|-------------------------|--|

| 3 rd Quarter | | | |
|---|---|-------------------------|---|
| <p>Instruction Action Step 1.2i: <u>ALL 1st Quarter and 2nd Quarter Action Steps continue. In addition, the following will also be implemented:</u></p> <ul style="list-style-type: none"> ▪ Tiered lesson plans ▪ Assign interest groups to explore an area & complete/present group project | <p>Person Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants</p> | <p>Feb. – Apr. 2007</p> | <p>Selected PD days for training and trained professionals to conduct workshops on:</p> <ul style="list-style-type: none"> • Flexible & cooperative grouping • Tiered lessons <p>CDR/GB/Title I funds Time Central Office assistance Funding CREC consultants</p> |
| <p>Measures of Success Action Step 1.2j:</p> <ul style="list-style-type: none"> • Student Portfolios • Team meetings attended by APs • Lesson plans • Walk throughs focusing on Clear expectations and Accountable Talk • Displays of student work | <p>Person Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants</p> | <p>Feb. – Apr. 2007</p> | <p>CDR/GB/Title I funds Time for Team meetings Student portfolios</p> |
| <p>Parental Involvement Action Step 1.2k: During parent teacher conferences, SSTs, and PPTs student portfolios will be shared</p> | <p>Person Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants</p> | <p>Feb. – Apr. 2007</p> | <p>Time to meet with parents</p> |
| <p>Professional Development Action Step 1.2l: Training on Flexible & Cooperative grouping and developing tiered lessons for all teachers</p> | <p>Person Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants</p> | <p>Feb. – Apr. 2007</p> | <p>Selected PD days for training and trained professionals to conduct workshops on:</p> <ul style="list-style-type: none"> • Flexible & cooperative grouping • Tiered lessons <p>CDR/GB/Title I funds Time</p> |

| | | | |
|---|--|------------------|---|
| | | | Central Office assistance Funding CREC consultants |
| 4th Quarter | | | |
| Instruction Action Step 1.2m: <u>ALL 1st Quarter, 2nd Quarter, and 3rd Quarter Action Steps continue. In addition, the following will also be implemented:</u> <ul style="list-style-type: none"> ▪ Curriculum compacts with students | Person Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants | Apr. – June 2007 | Selected PD days for training and trained professionals to conduct workshops on: Develop curriculum compacts with students CDR/GB/Title I funds Time Central Office assistance Funding CREC consultants |
| Measures of Success Action Step 1.2n: <ul style="list-style-type: none"> • Walk throughs focusing on Clear Expectations, Accountable Talk and Student Engagement • Lesson plans • Student portfolios • Displays of student work | Person Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants | Apr. – June 2007 | CDR/GB/Title I funds Time |
| Parental Involvement Action Step 1.2o: During parent teacher conferences, SSTs, and PPTs student portfolios will be shared | Person Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants | Apr. – June 2007 | Time to meet with parents |
| Professional Development Action Step 1.2p: Training on developing curriculum compacts with students for all teachers | Person Responsible: Miriam Morales-Taylor All APs ALL Classroom teachers Central Office English & Literacy staff CREC consultants | Apr. – June 2007 | Continued funding for PD training in Writing to learn. CDR/GB/Title I funds Time |