

Plan of Action – Year 1 (2006-2007)

Objective 1 – Literacy and Numeracy: The school will observe a reduction in the number of students scoring at levels 1 and 2 on the CMT and CAPT assessments in Math, Reading and Writing to 10% for all grade levels.

Strategy 1: Integrate Paideia Instructional strategies into the curriculum – Reduce and Improve Didactic Instruction

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			
Instruction Action Step 1.1a: Teachers will use varied instructional techniques to enhance the quality of the didactic instruction to a level of Limited on the rubric provided and simultaneously reduce the amount of didactic instruction to less than 50% of the instructional time.	Person Responsible: <u>Teaching Staff</u> Others Involved:	Prior to Thanksgiving break	Professional Development time
Assessment Action Step 1.1b: Evaluators will randomly observe 100 classes prior to the close of the first marking period tracking their results using the attached form and rubric.	Person Responsible: <u>Tim Sullivan</u> Others Involved: Dave Taylor and Gwyn Adams	Prior to Thanksgiving break	Administrator time away from their desks
Parental Involvement Action Step 1.1c: Parents will be trained on the principles of Paideia	Person Responsible: <u>Dr. Bob Littin</u> Others Involved:	October Parent Senate Meeting	Extended Meeting time
Parental Involvement Action Step 1.1c2: Parents will be given a progress report on classroom observations using the attached chart. The report will be distributed at the Parent Senate meeting and e-mailed to parents.	Person Responsible: <u>Dr. Bob Littin</u> Others Involved:	December Parent Senate Meeting	e-mail addresses of parents
Professional Development Action Step 1.1d: Have all new teachers read two books from the National Paideia Center – <i>Paideia Proposal</i> and <i>the Paideia</i>	Person Responsible: <u>Tim Sullivan</u>	New Teachers will be given the book at their orientation in July of 2006	12 copies of each book for the new staff members.

Classroom.	Others Involved:		
Professional Development Action Step 1.1d2: Engage the staff in training to utilize the technology available in the classroom to improve the quality of didactic instruction through the use of the overhead projectors	Person Responsible: <u>Adam Johnson</u> Others Involved:	Teachers will be offered a PD Session during the first four days of PD.	Equipment already installed
Professional Development Action Step 1.1d3: Engage the staff in training on the use of the three instructional rubrics (Didactic, coaching and seminar)	Person Responsible: <u>Administrative Team</u> Others Involved:	Teachers will be offered a PD Session during the first four days of PD.	PD Time
2nd Quarter			
Instruction Action Step 1.1e: Teachers will use varied instructional techniques to enhance the quality of the didactic instruction to a level of Limited on the rubric provided and simultaneously reduce the amount of didactic instruction to less than 45% of the instructional time.	Person Responsible: <u>Teaching Staff</u> Others Involved:	Prior to Winter Exams	Professional Development time
Assessment Action Step 1.1f: Evaluators will randomly observe 60 classes prior to the close of the first marking period tracking their results using the attached form and rubric.	Person Responsible: <u>Tim Sullivan</u> Others Involved: Dave Taylor and Gwyn Adams	Prior to Winter Exams	Administrator time away from their desks
Parental Involvement Action Step 1.1g: Parents will be given a progress report on classroom observations using the attached chart. The report will be distributed at the Parent Senate meeting and e-mailed to parents.	Person Responsible: <u>Dr. Bob Littin</u> Others Involved:	February Parent Senate Meeting	e-mail addresses of parents
Professional Development Action Step 1.1h: Teachers will work as departments to identify information in the curriculum which is extraneous to the essential learning going on and remove it from the curriculum.	Person Responsible: <u>Department heads</u> Others Involved:	PD Prior to February vacation	PD Time

3 rd Quarter			
Instruction Action Step 1.1i: Teachers will use varied instructional techniques to enhance the quality of the didactic instruction to a level of Acceptable on the rubric provided and simultaneously reduce the amount of didactic instruction to less than 40% of the instructional time.	Person Responsible: <u>Teaching Staff</u> Others Involved:	Prior to April Vacation	Professional Development time
Assessment Action Step 1.1j: Evaluators will randomly observe 140 classes prior to the close of the first marking period tracking their results using the attached form and rubric.	Person Responsible: <u>Tim Sullivan</u> Others Involved: Dave Taylor and Gwyn Adams	Prior to April Vacation	Administrator time away from their desks
Parental Involvement Action Step 1.1k: Parents will be given a progress report on classroom observations using the attached chart. The report will be distributed at the Parent Senate meeting and e-mailed to parents.	Person Responsible: <u>Dr. Bob Littin</u> Others Involved:	May Parent Senate Meeting	E-mail addresses of parents
Professional Development Action Step 1.1l: Teachers will identify essential information that can be conveyed through didactic instruction lead by students.	Person Responsible: <u>Teachers</u> Others Involved:	April Vacation	PD Time
4 th Quarter			
Instruction Action Step 1.1m: Teachers will use varied instructional techniques to enhance the quality of the didactic instruction to a level of Acceptable on the rubric provided and simultaneously reduce the amount of didactic instruction to less than 35% of the instructional time.	Person Responsible: <u>Teaching Staff</u> Others Involved:	Prior to Final Exams	Professional Development time
Assessment Action Step 1.1n: Evaluators will randomly observe 60 classes prior to the close of the first marking period tracking their results using the attached form and rubric.	Person Responsible: <u>Tim Sullivan</u> Others Involved: Dave Taylor and Gwyn Adams	Prior to Final Exams	Administrator time away from their desks

<p>Parental Involvement Action Step 1.1o: Parents will be given a progress report on classroom observations using the attached chart. The report will be e-mailed to parents.</p>	<p>Person Responsible: <u>Dr. Bob Littin</u></p> <p>Others Involved:</p>	<p>July</p>	<p>E-mail addresses of parents</p>
<p>Professional Development Action Step 1.1p: Teachers will identify information that can be moved from didactic instruction to coaching lessons.</p>	<p>Person Responsible: <u>Teachers</u></p> <p>Others Involved:</p>	<p>Prior to Final Exams</p>	<p>PD Time</p>

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Objective 1 – Literacy and Numeracy: The school will observe a reduction in the number of students scoring at levels 1 and 2 on the CMT and CAPT assessments in Math, Reading and Writing to 10% for all grade levels.

Strategy 2: Integrate Paideia Instructional strategies into the curriculum – Increase and Improve Intellectual Coaching Instruction

<p>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.)</p>	<p>Person (s) Responsible (Place in bold or underline the primary person responsible at the school level for each action step)</p>	<p>Timeline (Projected timeframe for completing action steps, as well as intermittent benchmark periods.)</p>	<p>Resources & Budget (Materials, grants, funds and other resources targeted to support the action step. Include technical assistance from LEA, CSDE, RESC, etc.)</p>
<p>1st Quarter</p>			
<p>Instruction Action Step 1.2a: Teachers will increase the amount of instructional time engaged in intellectual coaching to 30% of instructional time and increase the quality of that instruction to a level deemed Limited on the rubric.</p>	<p>Person Responsible: <u>Teaching Staff</u></p> <p>Others Involved:</p>	<p>Prior to Thanksgiving break</p>	<p>Professional Development time</p>
<p>Assessment Action Step 1.2b: Evaluators will randomly observe 100 classes prior to the close of the first marking period tracking their results using the attached form and rubric.</p>	<p>Person Responsible: <u>Tim Sullivan</u></p> <p>Others Involved: Dave Taylor and Gwyn Adams</p>	<p>Prior to Thanksgiving break</p>	<p>Administrator time away from their desks</p>
<p>Parental Involvement Action Step 1.2c: Parents will be trained on the principles of Paideia</p>	<p>Person Responsible: <u>Dr. Bob Littin</u></p> <p>Others Involved:</p>	<p>October Parent Senate Meeting</p>	<p>Extended Meeting time</p>

<p>Parental Involvement Action Step 1.2c2: Parents will be given a progress report on classroom observations using the attached chart. The report will be distributed at the Parent Senate meeting and e-mailed to parents.</p>	<p>Person Responsible: <u>Dr. Bob Littin</u></p> <p>Others Involved:</p>	<p>December Parent Senate Meeting</p>	<p>E-mail addresses of parents</p>
<p>Professional Development Action Step 1.2d: Have all new teachers read two books from the National Paideia Center – <i>Paideia Proposal</i> and <i>the Paideia Classroom</i>.</p>	<p>Person Responsible: <u>Tim Sullivan</u></p> <p>Others Involved:</p>	<p>New Teachers will be given the book at their orientation in July of 2006</p>	<p>12 copies of each book for the new staff members.</p>
<p>Professional Development Action Step 1.2d2: Have the staff map the essential skills for each department over the 7 year scope and sequence</p>	<p>Person Responsible: <u>Bob Littin</u></p> <p>Others Involved:</p>	<p>Before October 1st</p>	<p>PD Time</p>
<p>Professional Development Action Step 1.2d3: Engage the staff in training on the use of the three instructional rubrics (Didactic, coaching and seminar)</p>	<p>Person Responsible: <u>Administrative Team</u></p> <p>Others Involved:</p>	<p>Teachers will be offered a PD Session during the first four days of PD.</p>	<p>PD Time</p>
<p>2nd Quarter</p>			
<p>Instruction Action Step 1.2e: Teachers will increase the amount of instructional time engaged in intellectual coaching to 35% of instructional time and increase the quality of that instruction to a level deemed Limited on the rubric.</p>	<p>Person Responsible: <u>Teaching Staff</u></p> <p>Others Involved:</p>	<p>Prior to Winter Exams</p>	<p>Professional Development time</p>
<p>Assessment Action Step 1.2f: Evaluators will randomly observe 60 classes prior to the close of the first marking period tracking their results using the attached form and rubric.</p>	<p>Person Responsible: <u>Tim Sullivan</u></p> <p>Others Involved: Dave Taylor and Gwyn Adams</p>	<p>Prior to Winter Exams</p>	<p>Administrator time away from their desks</p>
<p>Parental Involvement Action Step 1.2g: Parents will be given a progress report on classroom observations using the attached chart. The report will be distributed at the Parent Senate meeting and e-mailed to parents.</p>	<p>Person Responsible: <u>Dr. Bob Littin</u></p> <p>Others Involved:</p>	<p>February Parent Senate Meeting</p>	<p>e-mail addresses of parents</p>

<p>Professional Development Action Step 1.2h: Teachers will work as departments to develop and implement assessments that accurately measure essential skills.</p>	<p>Person Responsible: <u>Department heads</u> Others Involved:</p>	<p>PD Prior to February vacation</p>	<p>PD Time</p>
<p>3rd Quarter</p>			
<p>Instruction Action Step 1.2i Teachers will increase the amount of instructional time engaged in intellectual coaching to 40% of instructional time and increase the quality of that instruction to a level deemed Acceptable on the rubric.</p>	<p>Person Responsible: <u>Teaching Staff</u> Others Involved:</p>	<p>Prior to April Vacation</p>	<p>Professional Development time</p>
<p>Assessment Action Step 1.2j: Evaluators will randomly observe 140 classes prior to the close of the first marking period tracking their results using the attached form and rubric.</p>	<p>Person Responsible: <u>Tim Sullivan</u> Others Involved: Dave Taylor and Gwyn Adams</p>	<p>Prior to April Vacation</p>	<p>Administrator time away from their desks</p>
<p>Parental Involvement Action Step 1.2k: Parents will be given a progress report on classroom observations using the attached chart. The report will be distributed at the Parent Senate meeting and e-mailed to parents.</p>	<p>Person Responsible: <u>Dr. Bob Littin</u> Others Involved:</p>	<p>May Parent Senate Meeting</p>	<p>E-mail addresses of parents</p>
<p>Professional Development Action Step 1.2l: Teachers will review assessments to determine the accuracy of the assessment tool as a measure of skills and develop new or refine existing assessments.</p>	<p>Person Responsible: <u>Teachers</u> Others Involved:</p>	<p>April Vacation</p>	<p>PD Time</p>
<p>4th Quarter</p>			
<p>Instruction Action Step 1.2m: Teachers will increase the amount of instructional time engaged in intellectual coaching to 45% of instructional time and increase the quality of that instruction to a level deemed Acceptable on the rubric.</p>	<p>Person Responsible: <u>Teaching Staff</u> Others Involved:</p>	<p>Prior to Final Exams</p>	<p>Professional Development time</p>
<p>Assessment Action Step 1.2n: Evaluators will randomly observe 60 classes prior to the close of the first marking period</p>	<p>Person Responsible: <u>Tim Sullivan</u></p>	<p>Prior to Final Exams</p>	<p>Administrator time away from their desks</p>

tracking their results using the attached form and rubric.	Others Involved: Dave Taylor and Gwyn Adams		
Parental Involvement Action Step 1.2o: Parents will be given a progress report on classroom observations using the attached chart. The report will be e-mailed to parents.	Person Responsible: <u>Dr. Bob Littin</u> Others Involved:	July	E-mail addresses of parents
Professional Development Action Step 1.2p: Teachers will identify topics for coached projects and create coached projects to incorporate skills.	Person Responsible: <u>Teachers</u> Others Involved:	Prior to Final Exams	PD Time

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Objective 1 – Literacy and Numeracy: The school will observe a reduction in the number of students scoring at levels 1 and 2 on the CMT and CAPT assessments in Math, Reading and Writing to 10% for all grade levels.

Strategy 3: Integrate Paideia Instructional strategies into the curriculum – Increase and Improve the use of Socratic seminar Instruction

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			
Instruction Action Step 1.3a: Teachers will use Socratic seminars as an instructional technique at least 5% of instructional time.	Person Responsible: <u>Teaching Staff</u> Others Involved:	Prior to Thanksgiving break	Professional Development time
Assessment Action Step 1.3b: Evaluators will randomly observe 100 classes prior to the close of the first marking period tracking their results using the attached form and rubric.	Person Responsible: <u>Tim Sullivan</u> Others Involved: Dave Taylor and Gwyn Adams	Prior to Thanksgiving break	Administrator time away from their desks

<p>Parental Involvement Action Step 1.3c: Parents will be trained on the principles of Paideia</p>	<p>Person Responsible: <u>Dr. Bob Littin</u></p> <p>Others Involved:</p>	<p>October Parent Senate Meeting</p>	<p>Extended Meeting time</p>
<p>Parental Involvement Action Step 1.3c2: Parents will be given a progress report on classroom observations using the attached chart. The report will be distributed at the Parent Senate meeting and e-mailed to parents.</p>	<p>Person Responsible: <u>Dr. Bob Littin</u></p> <p>Others Involved:</p>	<p>December Parent Senate Meeting</p>	<p>E-mail addresses of parents</p>
<p>Professional Development Action Step 1.3d: Have all new teachers read two books from the National Paideia Center – <i>Paideia Proposal</i> and <i>the Paideia Classroom</i>.</p>	<p>Person Responsible: <u>Tim Sullivan</u></p> <p>Others Involved:</p>	<p>New Teachers will be given the book at their orientation in July of 2006</p>	<p>12 copies of each book for the new staff members.</p>
<p>Professional Development Action Step 1.3d2: Engage the staff in training to give them an understanding and appreciation of Socratic Seminars.</p>	<p>Person Responsible: <u>Veteran Staff</u></p> <p>Others Involved:</p>	<p>Teachers will be offered a PD Session during the first four days of PD.</p>	<p>PD Time</p>
<p>Professional Development Action Step 1.3d3: Engage the staff in training on the use of the three instructional rubrics (Didactic, coaching and seminar)</p>	<p>Person Responsible: <u>Administrative Team</u></p> <p>Others Involved:</p>	<p>Teachers will be offered a PD Session during the first four days of PD.</p>	<p>PD Time</p>
<p>2nd Quarter</p>			
<p>Instruction Action Step 1.3e: Teachers will use Socratic seminars as an instructional technique at least 5% of instructional time and increase the quality of those seminars to level of limited on the rubric.</p>	<p>Person Responsible: <u>Teaching Staff</u></p> <p>Others Involved:</p>	<p>Prior to Winter Exams</p>	<p>Professional Development time</p>
<p>Assessment Action Step 1.3f: Evaluators will randomly observe 60 classes prior to the close of the first marking period tracking their results using the attached form and rubric.</p>	<p>Person Responsible: <u>Tim Sullivan</u></p> <p>Others Involved: Dave Taylor and Gwyn Adams</p>	<p>Prior to Winter Exams</p>	<p>Administrator time away from their desks</p>
<p>Parental Involvement Action Step 1.3g: Parents will be given a progress report</p>	<p>Person Responsible: <u>Dr. Bob Littin</u></p>	<p>February Parent Senate Meeting</p>	<p>E-mail addresses of parents</p>

<p>on classroom observations using the attached chart. The report will be distributed at the Parent Senate meeting and e-mailed to parents.</p>	<p>Others Involved:</p>		
<p>Professional Development Action Step 1.3h: Teachers will work as departments to identify values and ideas in the curriculum that lend themselves to Socratic seminars.</p>	<p>Person Responsible: <u>Department Heads</u> Others Involved:</p>	<p>PD Prior to February vacation</p>	<p>PD Time</p>
3rd Quarter			
<p>Instruction Action Step 1.3i: Teachers will use Socratic seminars as an instructional technique at least 10% of instructional time and increase the quality of those seminars to level of limited on the rubric.</p>	<p>Person Responsible: <u>Teaching Staff</u> Others Involved:</p>	<p>Prior to April Vacation</p>	<p>Professional Development time</p>
<p>Assessment Action Step 1.3j: Evaluators will randomly observe 140 classes prior to the close of the first marking period tracking their results using the attached form and rubric.</p>	<p>Person Responsible: <u>Tim Sullivan</u> Others Involved: Dave Taylor and Gwyn Adams</p>	<p>Prior to April Vacation</p>	<p>Administrator time away from their desks</p>
<p>Parental Involvement Action Step 1.3k: Parents will be given a progress report on classroom observations using the attached chart. The report will be distributed at the Parent Senate meeting and e-mailed to parents.</p>	<p>Person Responsible: <u>Dr. Bob Littin</u> Others Involved:</p>	<p>May Parent Senate Meeting</p>	<p>E-mail addresses of parents</p>
<p>Professional Development Action Step 1.3l: Teachers will identify text to serve as the foundation of the seminars that have been chosen.</p>	<p>Person Responsible: <u>Teachers</u> Others Involved:</p>	<p>April Vacation</p>	<p>PD Time</p>
4th Quarter			
<p>Instruction Action Step 1.3m: Teachers will use Socratic seminars as an instructional technique at least 10% of instructional time and increase the quality of those seminars to level of acceptable on the rubric.</p>	<p>Person Responsible: <u>Teaching Staff</u> Others Involved:</p>	<p>Prior to Final Exams</p>	<p>Professional Development time</p>

Assessment Action Step 1.3n: Evaluators will randomly observe 60 classes prior to the close of the first marking period tracking their results using the attached form and rubric.	Person Responsible: <u>Tim Sullivan</u> Others Involved: Dave Taylor and Gwyn Adams	Prior to Final Exams	Administrator time away from their desks
Parental Involvement Action Step 1.3o: Parents will be given a progress report on classroom observations using the attached chart. The report will be e-mailed to parents.	Person Responsible: <u>Dr. Bob Littin</u> Others Involved:	July	E-mail addresses of parents
Professional Development Action Step 1.3p: Departments will identify a scope and sequence for Seminars for the 7 years of classical and share those results with other departments.	Person Responsible: Teachers Others Involved:	Prior to Final Exams	PD Time

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Objective 1 – Literacy and Numeracy: The school will observe a reduction in the number of students scoring at levels 1 and 2 on the CMT and CAPT assessments in Math, Reading and Writing to 10% for all grade levels.

Strategy 4: Increase the number of opportunities for students in need of remediation to have access to focused small group instruction.

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			
Instruction Action Step 1.4a1 The school will create a remedial math class and a remedial reading class for students in grades 6 thru 10 who have either scored at Basic, Below Basic on the CMT or who are identified by other assessment data as being in need of improvement.	Person Responsible: <u>Master Scheudle Bulder</u> Others Involved:	Prior to Start of School	Additional teaching staff in Reading and Math
Instruction Action Step 1.4a2 The students who perform at level 1 on either	Person Responsible: <u>Adam Johnson</u>	Prior to the Start of school	Additional money to pay for small after school classes

<p>the CMT or CAPT will be placed into mandatory skills remediation class after school from 2:30 to 4:00 two days a week.</p>	<p>Others Involved: Dave Taylor and Gwyn Adams</p>		
<p>Assessment Action Step 1.4b The students scheduled in either the remediation class or the enrichment class will be tested every month to determine the level of their progress. Students who show marked progress may be moved out of the class. Teachers will use the data from the assessment to help focus instruction.</p>	<p>Person Responsible: <u>Remediation teachers</u></p> <p>Others Involved: Dave Taylor and Gwyn Adams</p>	<p>The first day of each month</p>	<p>Testing Materials for formative diagnostic assessment</p>
<p>Parental Involvement Action Step 1.4c: Parents of students involved in remediation classes will be invited to an SST to discuss their child's progress and needs.</p>	<p>Person Responsible: <u>Counselor</u></p> <p>Others Involved:</p>	<p>Prior to the 1st marking period</p>	<p>Meeting time</p>
<p>Professional Development Action Step 1.4d: Teachers working with remedial students will be trained in the process of embedding testing style questions and activities into a Paideia instructional model.</p>	<p>Person Responsible: <u>National Paideia Center</u></p> <p>Others Involved:</p>	<p>August 30th</p>	<p>Contract with Paideia</p>
<p>Professional Development Action Step 1.4d2: All teachers will trained in the use of formative data to inform instruction and aligning curriculum with standards</p>	<p>Person Responsible: <u>Cathy Horton, Richard Quinn, Megan Bennett</u></p> <p>Others Involved:</p>	<p>Teachers will be offered a PD Session during the first four days of PD.</p>	<p>PD Time</p>
2nd Quarter			
<p>Instruction Action Step 1.4e: The team of teachers for each grade will use formative data to recommend changes in student participation in remediation classes.</p>	<p>Person Responsible: <u>Teaching Staff</u></p> <p>Others Involved:</p>	<p>Prior to Winter Exams</p>	<p>Team meeting time</p>
<p>Assessment Action Step 1.4f: Administrators will attend team meetings and review meeting minutes.</p>	<p>Person Responsible: <u>Administrative Team</u></p> <p>Others Involved: Dave Taylor and Gwyn Adams</p>	<p>Prior to Winter Exams</p>	<p>Administrator time away from their desks to attend pre-determined data meetings</p>

Parental Involvement Action Step 1.4g: Parents of students involved in the remediation program will be notified of student progress on a regular basis.	Person Responsible: <u>Counselor</u> Others Involved:	Prior to Winter Exams	E-mail addresses and phone numbers of parents
Professional Development Action Step 1.4h: Teacher will continue their training in formative data analysis.	Person Responsible: <u>Department Heads and Richard Quinn</u> Others Involved:	PD days of November 30 th , December 14 th and January 25 th	PD Time
3rd Quarter			
Instruction Action Step 1.4i: Remediation teachers will intensify the number of practice tests offered to students giving them the opportunity to review and grade their own work.	Person Responsible: <u>Teaching Staff</u> Others Involved:	Prior to March test dates	Testing materials
Assessment Action Step 1.4j: teachers will be required to continually update the data walls for the students in their rooms.	Person Responsible: <u>Tim Sullivan</u> Others Involved: Dave Taylor and Gwyn Adams	Prior to April Vacation	Administrator time away from their desks
Parental Involvement Action Step 1.4k: Parents will be sent periodic reviews of their child's progress in the remediate area.	Person Responsible: <u>Teaching Staff</u> Others Involved:	Prior to March test dates	Addresses of parents
Professional Development Action Step 1.4l: Teachers will review and refine their test administration procedures to replicate testing situations.	Person Responsible: <u>Teachers</u> Others Involved:	April Vacation	Test administration manuals
4th Quarter			
Instruction Action Step 1.4m: Teachers will administer a summative in-house assessment which will determine which students will be required to attend summer school.	Person Responsible: <u>Teaching Staff</u> Others Involved:	Prior to June 1 st	Summative testing materials
Assessment Action Step 1.4n: Administrators will review the summer school list for accuracy.	Person Responsible: <u>Tim Sullivan</u>	Prior to Final Exams	Time

School: Classical Magnet School Principal: Timothy J. Sullivan

SIP Years: 2006 - 2008

Revised August 1, 2006

	Others Involved: Dave Taylor and Gwyn Adams		
Parental Involvement Action Step 1.4o: Parents will be notified of the decision to attend summer school.	Person Responsible: <u>Assistant Principals</u> Others Involved:	Last Day of School	Parent Phone Numbers
Professional Development Action Step 1.4p: Teachers will be trained in a summer school curriculum.	Person Responsible: <u>Teachers</u> Others Involved:	July 1 st	PD Time

3 rd Quarter			
Instruction Action Step 1.4i: Remediation teachers will intensify the number of practice tests offered to students giving them the opportunity to review and grade their own work.	Person Responsible: <u>Teaching Staff</u> Others Involved:	Prior to March test dates	Testing materials
Assessment Action Step 1.4j: teachers will be required to continually update the data walls for the students in their rooms.	Person Responsible: <u>Tim Sullivan</u> Others Involved: Dave Taylor and Gwyn Adams	Prior to April Vacation	Administrator time away from their desks
Parental Involvement Action Step 1.4k: Parents will be sent periodic reviews of their child's progress in the remediate area.	Person Responsible: <u>Teaching Staff</u> Others Involved:	Prior to March test dates	Addresses of parents
Professional Development Action Step 1.4l: Teachers will review and refine their test administration procedures to replicate testing situations.	Person Responsible: <u>Teachers</u> Others Involved:	April Vacation	Test administration manuals
4 th Quarter			
Instruction Action Step 1.4m: Teachers will administer a summative in-house assessment which will determine which students will be required to attend summer school.	Person Responsible: <u>Teaching Staff</u> Others Involved:	Prior to June 1 st	Summative testing materials
Assessment Action Step 1.4n: Administrators will review the summer school list for accuracy.	Person Responsible: <u>Tim Sullivan</u> Others Involved: Dave Taylor and Gwyn Adams	Prior to Final Exams	Time
Parental Involvement Action Step 1.4o: Parents will be notified of the decision to attend summer school.	Person Responsible: <u>Assistant Principals</u> Others Involved:	Last Day of School	Parent Phone Numbers
Professional Development Action Step	Person Responsible: <u>Teachers</u>	July 1 st	PD Time

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1.4p: Teachers will be trained in a summer school curriculum.	Others Involved:		
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