

Plan of Action – Year 1 (2006-2007)

OBJETIVE 1 ACADEMIC: Every student at Hartford Magnet Middle School will meet at least their grade level performance standard in Math, Reading and Writing, as measured by external (CMT / Stanford Assessment) and internal (Hartford Public School / HMMS) assessments.

Strategy 1: Increase formal nonfiction writing instruction to 2.5 years from its current level of 2.0 years.

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: Literacy <ul style="list-style-type: none"> • Homogenous groups 6th grade writing classes • Offer expository writing instruction in 6th grade cluster with lowest performing students • Homogenous group 7th grade English co-taught classes • Formal writing instruction in 8th grade • Increase focus on writing in content areas in all grades • Provide remedial classes for low-performing students after school 	Person Responsible: Cyndi Callahan Administration Scheduler Others Involved: English Department	Summer 2006: Revise Literacy Curriculum to reflect structural and curriculum changes August 2006: 1. Provide English, Social Studies and Science Teachers Literacy Scope and Sequence and Curriculum Binders 2. Recruit Teachers to teach after school classes	General Budget
Assessment Action Step 1.1b: <ul style="list-style-type: none"> • Baseline Writing Prompt • Student Writing Portfolios 	Person Responsible: Cyndi Callahan Administration Others Involved: English Department	September 2006 Administer HMMS writing prompt Begin compiling student portfolios October 2006 Administer District writing prompt	

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<p>Parental Involvement Action Step 1.1c:</p> <ul style="list-style-type: none"> • Alternate PTO Monthly Meetings with cluster hosted parent activities tied to student requirements 	<p>Person Responsible: Teacher PTO Liaison Administration FRA</p> <p>Others Involved: PTO Officers</p>	<p>Monthly 2006-2007 School Year</p>	<p>Title I</p>
<p>Professional Development Action Step 1.1d:</p> <ul style="list-style-type: none"> • Writing in Content Areas • Holistic Scoring • Co-teaching • HMMS Rubric • Empowering Writing • Differentiated Instruction 	<p>Person Responsible: Judyann Faticanti Cyndi Callahan</p> <p>Others Involved: CREC Consultants</p>	<p>August 2006 Provide English, Social Studies and Science Teachers training in Empowering Writers, holistic scoring and in content literacy.</p>	<p>Magnet School</p>
<p>2nd Quarter</p>			
<p>Instruction Action Step 1.1e:</p> <ul style="list-style-type: none"> • Offer expository writing instruction in 6th grade cluster with highest performing students • Offer focused instruction on Reading and Reading in 7th grade co-taught English classes • Focus 8th grade English instruction primarily on reading • Continue to focus on writing in content areas in all grades • Provide remedial classes for low-performing students after school • Analyze assessment data and make necessary accommodations to instruction 	<p>Person Responsible: Cyndi Callahan</p> <p>Others Involved: English Department</p>	<p>Ongoing 2006-2007</p>	<p>General Budget</p>

<p>Assessment Action Step 1.1f:</p> <ul style="list-style-type: none"> • Student Portfolios • Writing Prompt #2 for HMMS and District 	<p>Person Responsible: Cyndi Callahan Administration</p> <p>Others Involved: English Department</p>	<p>December 2006 Administer district and HMMS writing prompts</p>	
<p>Parental Involvement Action Step 1.1g:</p> <ul style="list-style-type: none"> • Alternate PTO Monthly Meetings with cluster hosted parent activities tied to student requirements 	<p>Person Responsible: Teacher PTO liaison Administration FRA</p> <p>Others Involved: PTO officers</p>	<p>November 2006 to January 2007</p>	<p>Title I</p>
<p>Professional Development Action Step 1.1h:</p> <ul style="list-style-type: none"> • Writing in Content Areas • Co-teaching • HMMS Rubric • Using data as a tool for reflecting and planning, and goal setting • Differentiated Instruction 	<p>Person Responsible: Judyanne Faticanti Cyndi Callahan</p> <p>Others Involved:</p>	<p>November 2006 to January 2007 Cluster meetings, informal and formal observations and feedback</p>	<p>Magnet School</p>
<p>3rd Quarter</p>			
<p>Instruction Action Step 1.1i:</p> <ul style="list-style-type: none"> • Offer expository writing instruction in 6th grade cluster with lowest performing students until after CMT • Offer targeted content instruction in writing using the Persuasive genre in the 6th grade to the cluster with the lowest performing students • Offer focused instruction on Reading and Writing 7th grade co-taught English classes • Review Persuasive writing structure with 8th grade • Continue to focus on writing in content areas in all grades • Provide remedial classes for low-performing students after school 	<p>Person Responsible: Cyndi Callahan</p> <p>Others Involved: English Department</p>	<ul style="list-style-type: none"> • January to March 2007 • March to April 2007 • Ongoing 2006-2007 School Year • January 2007 to March 2007 • Ongoing 2006-2007 School Year 	<p>General Budget</p>

<ul style="list-style-type: none"> Analyze assessment data and make necessary accommodations to instruction 			
<p>Assessment Action Step 1.1j:</p> <ul style="list-style-type: none"> Student Portfolios Writing Prompt 3 for HMMS and District 	<p>Person Responsible: Cyndi Callahan Administration</p> <p>Others Involved: English Department</p>	<p>February 2007</p> <p>March 2007</p>	
<p>Parental Involvement Action Step 1.1k:</p> <ul style="list-style-type: none"> Alternate PTO Monthly Meetings with cluster hosted parent activities tied to student requirements 	<p>Person Responsible: Teacher PTO liaison Administration FRA</p> <p>Others Involved: Officers</p>	<p>Ongoing 2006-2007 School Year</p>	<p>Title I</p>
<ul style="list-style-type: none"> Professional Development Action Step 1.1i: Writing in Content Areas Co-teaching Using data as a tool for reflecting and planning, and goal setting Differentiated Instruction 	<p>Person Responsible: Judyann Faticanti Cyndi Callahan</p> <p>Others Involved: English Department</p>	<p>January 2007 to April 2007 via cluster meetings, informal and formal observations and feedback</p>	<p>Magnet School</p>
4th Quarter			
<p>Instruction Action Step 1.1m:</p> <ul style="list-style-type: none"> Offer targeted content instruction in writing using the Persuasive genre in 6th grade to the highest performing students Offer focused instruction on Reading and Writing in 7th grade co-taught English classes Focus 8th grade English instruction primarily on reading Continue to focus on writing in content areas in all grades Provide remedial classes for low-performing students after school 	<p>Person Responsible: Cyndi Callahan</p> <p>Others Involved: English Department</p>	<p>Ongoing 2006-2007 School Year</p>	<p>General Budget</p>

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 Revised August 1, 2006

<ul style="list-style-type: none"> Analyze assessment data and make necessary accommodations to instruction 			
<p>Assessment Action Step 1.1n:</p> <ul style="list-style-type: none"> Writing Prompt #4 Student Portfolios 	<p>Person Responsible: Cyndi Callahan Administration Others Involved:</p>	<p>May 2007</p>	
<p>Parental Involvement Action Step 1.1o:</p> <ul style="list-style-type: none"> Alternate PTO Monthly Meetings with cluster hosted parent activities tied to student requirements 	<p>Person Responsible: Teacher PTO Liaison Administration FRA Others Involved: PTO Officers</p>	<p>April to June 2007</p>	<p>Title I</p>
<p>Professional Development Action Step 1.1p:</p> <ul style="list-style-type: none"> Writing in Content Areas Co-teaching HMMS Rubric Using data as a tool for reflecting and planning, and goal setting Differentiated Instruction 	<p>Person Responsible: Judyann Faticanti Cyndi Callahan Others Involved: English Department</p>	<p>April to June 2007</p>	<p>Magnet School</p>

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OBJETIVE 1 ACADEMIC: Every student at Hartford Magnet Middle School will meet at least their grade level performance standard in Math, Reading and Writing, as measured by external (CMT / Stanford Assessment) and internal (Hartford Public School / HMMS) assessments.

Strategy 2: Increase student performance to at least their grade level in math by providing opportunities for students to accelerate

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: <ul style="list-style-type: none"> • Homogenously group 6th grade students for math • Identify high performing 6th grade students in math and offer chances to accelerate through the 6th grade curriculum possibly into pre-algebra • Provide additional 80 minute block of math instruction to highest performing cluster in 6th grade • Group 7th grade lowest and highest performing students in one cluster and provide a full time co-taught math class • Provide support to students who need additional assistance after school for grades 6-8 • Explore partnership with GHAMAS to offer accelerated students math opportunities 	Person Responsible: Emily Noel Administration Scheduler Others Involved: Math Department	August 2006 August 2006 August 2006 Ongoing 2006-2007 School Year October 2006-2007 School Year	General Budget

<p>Assessment Action Step 1.1b:</p> <ul style="list-style-type: none"> Chapter Pre and Post Assessments Do Nows Bi-Weekly Assessments HMSA 	<p>Person Responsible: Emily Noel</p> <p>Others Involved: Math Department</p>	<p>September 2006 Bi-weekly Quarterly</p>	<p>General Budget</p>
<p>Parental Involvement Action Step 1.1c:</p> <ul style="list-style-type: none"> Alternate PTO Monthly Meetings with cluster hosted parent activities tied to student requirements 	<p>Person Responsible: Teacher PTO Liaison FRA</p> <p>Others Involved: PTO Officers</p>	<p>Ongoing 2006-2007 School Year</p>	<p>General Budget</p>
<p>Professional Development Action Step 1.1d:</p> <ul style="list-style-type: none"> Connected Math Differentiate Instruction Co-Teaching 	<p>Person Responsible: Judyann Faticanti Emily Noel</p> <p>Others Involved: Cathy Horton</p>	<p>August 2006</p>	<p>Magnet School</p>
<p>2nd Quarter</p>			
<p>Instruction Action Step 1.1e:</p> <ul style="list-style-type: none"> Provide additional 80 minute block of math instruction to lowest performing cluster in 6th grade Provide support to students who need additional assistance after school for grades 6-8 Provide co-taught math class to cluster with the lowest and highest students Analyze assessment data and make necessary accommodations to instruction 	<p>Person Responsible: Emily Noel</p> <p>Others Involved: Math Department</p>	<p>Ongoing 2006-2007 School Year</p>	<p>General Budget</p>
<p>Assessment Action Step 1.1f:</p> <ul style="list-style-type: none"> Chapter Pre and Post Assessments Do Nows Bi-Weekly Assessments HMSA 	<p>Person Responsible: Emily Noel</p> <p>Others Involved: Math Department</p>	<p>November 2006 to January 2007 Bi-weekly Quarterly</p>	

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<p>Parental Involvement Action Step 1.1g:</p> <ul style="list-style-type: none"> • Alternate PTO Monthly Meetings with cluster hosted parent activities tied to student requirements 	<p>Person Responsible: Teacher PTO Liaison Administration FRA</p> <p>Others Involved: PTO Officers</p>	<p>Monthly November 2006 to January 2007</p>	<p>Title I</p>
<p>Professional Development Action Step 1.1h:</p> <ul style="list-style-type: none"> • Differentiate Instruction • Co-Teaching 	<p>Person Responsible: Judyann Faticanti Emily Noel</p> <p>Others Involved: Cathy Horton</p>	<p>November 2006 to January 2007</p>	<p>Magnet School</p>
<p>3rd Quarter</p>			
<p>Instruction Action Step 1.1i:</p> <ul style="list-style-type: none"> • Provide additional 80 minute block of math instruction to highest performing cluster in 6th grade • Provide support to students who need additional assistance after school for grades 6-8 • Provide co-taught math class to cluster with the lowest and highest students • Begin planning for opportunities with GHAMAS to offer classes for accelerated students • Analyze assessment data and make necessary accommodations to instruction 	<p>Person Responsible: Emily Noel Math Department</p> <p>Others Involved:</p>	<p>Ongoing 2006 – 2007 School Year</p>	<p>General Budget</p>
<p>Assessment Action Step 1.1j:</p> <ul style="list-style-type: none"> • Chapter Pre and Post Assessments • Do Nows • Bi-Weekly Assessments • HMSA 	<p>Person Responsible: Emily Noel</p> <p>Others Involved: Math Department</p>	<p>Ongoing 2006 – 2007 School Year Bi-weekly Quarterly</p>	

<p>Parental Involvement Action Step 1.1k:</p> <ul style="list-style-type: none"> Alternate PTO Monthly Meetings with cluster hosted parent activities tied to student requirements 	<p>Person Responsible: Teacher PTO Liaison Administration FRA</p> <p>Others Involved:</p>	<p>Ongoing 2006 – 2007 School Year</p>	<p>Title I</p>
<p>Professional Development Action Step 1.1i:</p> <ul style="list-style-type: none"> Differentiate Instruction Co-Teaching 	<p>Person Responsible: Judyann Faticanti Emily Noel</p> <p>Others Involved: Math Department</p>	<p>Ongoing 2006 – 2007 School Year</p>	<p>Magnet School</p>
<p>4th Quarter</p>			
<p>Instruction Action Step 1.1m:</p> <ul style="list-style-type: none"> Provide additional 80 minute block of math instruction to highest performing cluster in 6th grade Provide co-taught math class to cluster with the lowest and highest students Provide support to students who need additional assistance after school for grades 6-8 Analyze assessment data and make necessary accommodations to instruction Analyze 6th grade student data to determine the need for a 7th grade Algebra course 	<p>Person Responsible: Emily Noel</p> <p>Others Involved: Math Department</p>	<p>Ongoing 2006 – 2007 School Year</p> <p>May 2007</p> <p>May 2007</p>	<p>General Budget</p>
<p>Assessment Action Step 1.1n:</p> <ul style="list-style-type: none"> Chapter Pre and Post Assessments Do Nows Bi-Weekly Assessments HMSA 	<p>Person Responsible: Emily Noel Administration</p> <p>Others Involved: Math Department</p>	<p>April to June 2007</p> <p>Bi-weekly</p> <p>Quarterly</p>	

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<p>Parental Involvement Action Step 1.1o:</p> <ul style="list-style-type: none"> Alternate PTO Monthly Meetings with cluster hosted parent activities tied to student requirements 	<p>Person Responsible: Teacher PTO Liaison Administration FRA</p> <p>Others Involved:</p>	<p>Ongoing 2006 – 2007 School Year</p>	<p>Title I</p>
<p>Professional Development Action Step 1.1p:</p> <ul style="list-style-type: none"> Curriculum Review and planning 	<p>Person Responsible: Emily Noel Peggy Neal-consultant</p> <p>Others Involved: Math Department</p>	<p>April to June 2007</p>	<p>Magnet School</p>

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Strategy 3: Increase student performance by providing enrichment opportunities for all students at HMMS

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 1.2a: <ul style="list-style-type: none"> • Create an enrichment class to be part of Encore • Monitor all 6th, 7th and 8th grade students through the enrichment classes homogenously grouped quarterly • Provide enrichment opportunities in literacy for students based on ability • Provide Enrichment Spanish classes for 8th grade heritage speakers • Provide an Introduction to Italian class in 8th grade 	Person Responsible: Administration World Languages Curriculum Head Enrichment Teacher Others Involved:	August 2006 August 2006 September to November 2006 September to November 2006 September to November 2006	General Budget
Assessment Action Step 1.2b: <ul style="list-style-type: none"> • Student portfolios • Projects • Baseline Assessments 	Person Responsible: Enrichment Teacher World Languages Teachers Others Involved:	Quarterly 2006-2007 School Year September 2006	
Parental Involvement Action Step 1.2c: <ul style="list-style-type: none"> • Alternate PTO Monthly Meetings with cluster hosted parent activities tied to student requirements 	Person Responsible: Teacher PTO Liaison Administration FRA Others Involved: PTO Officers	Ongoing 2006 – 2007 School Year	Title I

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<p>Professional Development Action Step 1.2d:</p> <ul style="list-style-type: none"> • HMMS Rubric • Portfolio development • Differentiated Instruction 	<p>Person Responsible: Judyann Faticanti</p> <p>Others Involved: Enrichment Teacher Outside consultants World Languages Staff</p>	<p>Ongoing 2006 – 2007 School Year</p>	<p>Magnet School</p>
2nd Quarter			
<p>Instruction Action Step 1.2e:</p> <ul style="list-style-type: none"> • Provide enrichment opportunities in literacy for students based on ability • Provide Enrichment Spanish classes for 8th grade heritage speakers • Provide an Introduction to Italian class in 8th grade • Analyze assessment and portfolio data and make necessary accommodations to instruction 	<p>Person Responsible: Administration World Languages Curriculum Head Enrichment Teacher Student Affairs Coach</p> <p>Others Involved:</p>	<p>Ongoing 2006 – 2007 School Year</p>	<p>General Budget</p>
<p>Assessment Action Step 1.2f:</p> <ul style="list-style-type: none"> • Student portfolios • Projects • Chapter Assessments 	<p>Person Responsible: Enrichment Teacher World Languages Teachers</p> <p>Others Involved:</p>	<p>Ongoing 2006 – 2007 School Year</p>	
<p>Parental Involvement Action Step 1.2g:</p> <ul style="list-style-type: none"> • Alternate PTO Monthly Meetings with cluster hosted parent activities tied to student requirements 	<p>Person Responsible:: Teacher PTO Liaison Administration FRA</p> <p>Others Involved: PTO Officers</p>	<p>Ongoing 2006 – 2007 School Year</p>	<p>Title I</p>

<p>Professional Development Action Step 1.2h:</p> <ul style="list-style-type: none"> • HMMS Rubric • Portfolio development • Differentiated Instruction 	<p>Person Responsible: Judyann Faticanti</p> <p>Others Involved: Enrichment Teacher Outside consultants World Languages Staff</p>	<p>Ongoing 2006 – 2007 School Year</p>	<p>Magnet School</p>
3rd Quarter			
<p>Instruction Action Step 1.2i:</p> <ul style="list-style-type: none"> • Provide enrichment opportunities in literacy for students based on ability • Provide Enrichment Spanish classes for 8th grade heritage speakers • Provide an Introduction to Italian class in 8th grade • Analyze assessment and portfolio data and make necessary accommodations to instruction 	<p>Person Responsible: Administration World Languages Curriculum Head Enrichment Teacher Student Affairs Coach</p> <p>Others Involved:</p>	<p>Ongoing 2006 – 2007 School Year</p>	<p>General Budget</p>
<p>Assessment Action Step 1.2j:</p> <ul style="list-style-type: none"> • Student portfolios • Projects • Chapter Assessments 	<p>Person Responsible: Enrichment Teacher World Languages Teachers</p> <p>Others Involved:</p>	<p>Ongoing 2006 – 2007 School Year</p>	
<p>Parental Involvement Action Step 1.2k:</p> <ul style="list-style-type: none"> • PTO Monthly Meetings • Cluster hosted parent activities tied to student requirements 	<p>Person Responsible: Teacher PTO Liaison Administration FRA</p> <p>Others Involved: PTO Officers</p>	<p>Ongoing 2006 – 2007 School Year</p>	<p>Title I</p>
<p>Professional Development Action Step 1.2l:</p> <ul style="list-style-type: none"> • HMMS Rubric • Portfolio development • Differentiated Instruction 	<p>Person Responsible: Judyann Faticanti</p> <p>Others Involved: Enrichment Teacher Outside consultants World Languages Staff</p>	<p>Ongoing 2006 – 2007 School Year</p>	<p>Magnet School</p>

4th Quarter			
<p>Instruction Action Step 1.2m:</p> <ul style="list-style-type: none"> • Provide enrichment opportunities in literacy for students based on ability • Provide Enrichment Spanish classes for 8th grade heritage speakers • Provide an Introduction to Italian class in 8th grade • Analyze assessment and portfolio data and make necessary accommodations to instruction 	<p>Person Responsible: Administration World Languages Curriculum Head Enrichment Teacher Student Affairs Coach</p> <p>Others Involved:</p>	<p>Ongoing 2006 – 2007 School Year</p>	<p>General Budget</p>
<p>Assessment Action Step 1.2n:</p> <ul style="list-style-type: none"> • Student portfolios • Projects • End of year Assessment 	<p>Person Responsible: Enrichment Teacher World Languages Teachers</p>	<p>Ongoing 2006 – 2007 School Year</p>	
<p>Parental Involvement Action Step 1.2o:</p> <ul style="list-style-type: none"> • Alternate PTO Monthly Meetings with cluster hosted parent activities tied to student requirements 	<p>Person Responsible: Teacher PTO Liaison Administration FRA</p> <p>Others Involved: PTO Officers</p>	<p>Ongoing 2006 – 2007 School Year</p>	<p>Title I</p>
<p>Professional Development Action Step 1.2p:</p> <ul style="list-style-type: none"> • Portfolio development • Differentiated Instruction 	<p>Person Responsible: Judyann Faticanti</p> <p>Others Involved: Enrichment Teacher Outside consultants World Languages Staff:</p>	<p>Ongoing 2006 – 2007 School Year</p>	<p>Magnet School</p>