

# **School Improvement Plan - 2012-2013**

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## **Brownstown Central Middle Sch (3107)**

**Brownstown Cnt Com Sch Corp**

**Brownstown, IN**

This plan will be revised annually. Updates may be found each June at <http://www.asainstitute.org/publicsip>. The plan was developed with assistance from the:



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# School Improvement Plan Introduction

Brownstown Central Middle Sch

This school improvement plan was developed using a vision-based and data-driven process called *Vision-to-Action* that was developed by the Indiana Student Achievement Institute. In addition to containing the strategies our school and community identified as key to raising student achievement and closing achievement gaps in our school, this plan contains strategies that meet the expectations of:

- Indiana Student Achievement Institute
- Indiana Rules and Regulations

## **Participation**

The following people were involved in developing this School Improvement Plan

- Teachers
- Students
- Parent representatives
- Community representatives

## **Process**

Those involved in developing this School Improvement Plan participated in a series of discussions related to the *Vision-to-Action* steps:

1. Establish a local culture of high expectations
2. Create a common vision for student success
3. Analyze achievement data and set realistic data targets for each of the next three years
4. Analyze force field data and identify concerns within the following areas.
  - Academic expectations
  - Curriculum content
  - Instructional practices
  - Classroom assessment
  - Extra help
  - Student guidance
  - Learning environment
5. Research strategies to address our concerns and select high-leverage strategies to implement
6. Develop a to-do list for each strategy

## **Using Data for Decision-Making**

The Vision-to-Action process relies heavily on data as a foundation for decision-making.

1. Achievement Data – To what degree are students prepared for success at the next educational level, and ultimately for success in postsecondary education and a global economy?
2. Force Field Data – What conditions in the school and community interfere with high student achievement?
3. Strategy Data – Is the strategy having the desired impact on adults and students?

## **Implementation Next Year**

Our work next year will be guided by the to-do list that we have developed for each strategy.

Questions about the School Improvement Plan should be directed to the building principal.

# Who Wrote this School Improvement Plan?

Many individuals were involved in the creation of this school improvement plan.

## Groups and Roles

The **Steering Team** is comprised of educators, a parent, and a business representative. The Steering Team's role is to help the Full Faculty and Community Council 1) analyze data, 2) discuss key questions related to school improvement planning in an open and honest manner, and 3) reach consensus in decisions related to school improvement.

The **Full Faculty** is made up of all educators. The role of the Full Faculty is to 1) analyze data, 2) discuss key questions related to school improvement planning in an open and honest manner, and 3) reach consensus with each other and the Community Council for decisions related to school improvement.

The **Community Council** is comprised of parents and representatives of community stakeholder groups. All parents were invited to be part of the Community Council and any interested parent was welcome to join the Council. The role of the Community Council is to 1) analyze data, 2) discuss key questions related to school improvement planning in an open and honest manner, and 3) reach consensus with each other and the Full Faculty in decisions related to school improvement.

The **Student Body** includes every student enrolled in the school. The role of the Student Body is to 1) review data, 2) discuss key questions related to school improvement planning in an open and honest manner, and 3) provide input for the Full Faculty and Community Council.

## Discussion Topics

The Full Faculty, Community Council and Student Body participated in guided discussions about the following topics. Written summaries of all discussions were developed and are on file at the school.

- Discussion 1: Global Economics
- Discussion 2: Vision for Student Success
- Discussion 3: Achievement Data Analysis and Achievement Goals
- Discussion 4: Force Field Data Analysis (student needs) and Areas of Concern
- Discussion 5: Strategy Selection

## Steering Team

- Gina Bane - Community Representative (Business)
- Terrye Davidson - School Counselor
- Jay Grider - Community Representative (Business)
- Glenn Pullen - Parent/Guardian
- Connie Reid - Teacher
- Karla Rieckers - Teacher
- Mendy Stahl - Teacher
- Greg Walker - Administrator

## Strategy Chairs

- Karen Ault
- Mike Kelley
- Alicia McCrary
- Pat Sovern
- Susan Spurgeon

## Community Council

- Brenda Bean - Parent
- Kandi Bollinger - Parent and Medical Field
- Margo Brewer - Brownstown Town Board, Substitute Teacher
- Jeri Burbrink - Business Representative
- Rev. Chris Criminger - Parent geog. regions, Comm. Agency rep, Clergy

- Sharon DeHart - Teacher from receiving school
- Dan Hall - School Board representative
- Jerry Hounshel - Community agency representative
- Dana Jester - Parent of different grade levels
- Derrick Koch - Parent and Counselor at receiving school
- James Lasher - Military rep., Parent of students rep. diff. gr. levels,
- Shawna McCool - Parent
- Glen McGinnis - Business rep; parent
- Lin Montgomery - Community agency rep.- Drug-Free Council, State Program Rep.- State Drug Education
- Jim Myers - Parent
- Glenn Pullen - Business professional, parent
- Stephanie Pullen - Parent , Business/industry rep.
- Scot Reid - Service Club representative
- Tammy Rogers - Parent
- Scott Shade - Industry and Parent
- Monty Silence - Parents of students representing different grade levels, Labor Representative
- Mary Ann Spray - School board representative, Community agency representative
- Stan Tormoehlen - Business and Parent
- Leroy Warren - Government official, Other federal, state, and local program representative
- Tom Wright - Service club rep., Comm. agency rep., Gov. official, DARE pgm. & School Safety Council, Journalist

# Vision Statement

The Vision Statement was developed by all educators, all students, and members of the community and is reviewed and updated annually. The foundation of the statement identifies the core convictions upon which this school improvement plan is built and answers the question, "What do our students deserve in order to be successful learners, responsible citizens, and productive members of a global economy?" The second part of the vision statement describes ideal adults who are striving to provide students with the things they deserve in order to achieve at a rigorous level. The third part of the vision statement describes ideal students in a school and community where adults live by their convictions. The last part of the vision statement includes ideal data that represent the community's dreams. This lofty data serves as the focal point for the remainder of the school improvement plan and requires the school and community to work toward every student succeeding at a high level.

## **We believe all students deserve:**

• A clean, safe environment that is pleasant, drug-free, stimulating, consistent, and structured with defined boundaries for behavior, • Opportunities to learn at their individual levels successfully, to create confidence in their abilities and talents, to participate in extra-curricular activities as well as cultural and social experiences, to receive individual attention, extra help, and time with the counselor, as needed, to have hygiene needs met, to belong and be a kid, to have access to needed school supplies, • A curriculum that is challenging yet attainable, that provides opportunity to use multiple information sources, and that incorporates high expectations for all students, • Respect and equal treatment by everyone, • An education by staff who are competent, positive role models, who are considerate of students' needs, • A supportive community, • A safe, stable home environment with parents/guardians who are positive role models and actively involved in the child's life and education, • Consideration for family time • An environment where the child is held accountable for his actions and readiness to learn.

## **All adults in our community are living by these core convictions daily and as a result, show the following attitudes and actions:**

• Monitor environments for safety, cleanliness, and consistency, • Provide guidance, extra help, opportunities for students to show their talents, skills, and progress, • Are personable, flexible, knowledgeable, and understanding, • Educate creatively by engaging students in critical thinking and problem solving, • Expect completed homework and support students through clear goals and expectations, • Accept responsibility for all students' education, • Treat all students with acceptance, respect, and equality, • Show support and take responsibility for the educational development of students • Ensure that the children's hygiene and basic health needs are met • Serve as mentors who demonstrate professional behavior by being responsible, punctual, and working hard, • Smile • Listen and be fully engaged with the child, • Support the attendance goals of the state and federal education mandates.

## **In this environment where all adults are living by their core convictions, all students:**

• Are clean, alert, well-fed, healthy, happy, and drug-free, • Take advantage of extra help and opportunities for involvement in extra-curricular activities and are knowledgeable about post-secondary educational and career opportunities, • Make full use of the diverse curriculum and are able to apply knowledge to solve problems, • Make extra effort and go beyond the basic expectations, • Show their love of learning by attending every day, listening, asking questions, working responsibly, volunteering, setting high goals and achieving at that level, and passing ISTEP+, • Are knowledgeable about technology, • Show responsibility by using their planner, completing all assignments on time and to the best of their abilities, being on level each review, and making the best grades that they can, • Are honest, do not cheat, and have a positive attitude and good work ethic, • Respect themselves, others, and their environments, • Use manners, help, encourage, appreciate, and support others.

## **As a result of these efforts, our school's student achievement data is as follows:**

- % of students who make all C's or better: 100%
- % of students who pass all ISTEP+ content areas: 100%
- % of students who meet AR requirements: 100%
- % of students who meet the state and federal mandates for attendance: 100%
- % of students who are on-level for academics: 100%
- % of students who are 8th graders enrolled in Algebra I who pass the ECA: 100%

# Academic Goals

The academic goals were established after a thorough analysis of multiple achievement data assessments including the state math assessment, state English / language arts assessment, student mastery of each Indiana Academic Standard, and report card grades. A full list of academic assessments is found in the "Force Field Excerpts" section of this plan. Other types of data are discussed in the Needs Assessment section of this plan.

The Full Faculty, Community Council (including parent representatives), and Student Body were involved in the analysis of the achievement data. The following questions were addressed during the data analysis.

- How does this data compare to our vision (ideal) data?
- What specific data fields disturb us?
- What specific data fields please us?
- Where do we observe achievement gaps?

Using a consensus based decision-making model, the Full Faculty and Community Council (including parents) first identified a small number of broad academic areas on which the school and community agreed to focus their energy next year. Then, the teachers and Community Council members "drilled down" the data within those areas and identified specific courses or academic standards that, if improved, would impact the broader academic areas. Both the broad academic areas and the specific academic areas are included as goals below. Data targets that the educators and community members felt most strongly about were then provided to the students for their input. Finally, the educators and community members agreed to numerical goals that the school would strive to reach by the end of next school year. These goals fall between the current student data and the vision (ideal) data.

When reading the data tables below, please note that the title of each table includes:

- The group of students targeted to meet the goal
- The benchmark that those students will reach

The numbers in the tables reflect baseline data for past years and the target data for future years. The "vision data" represents our ideal data. It is the mission of our school to work toward this ideal.

## All Free/Reduced Students - % passing LA ISTEP Tests--AYP

2009-2010		2010-2011		2011-2012		2012-2013		2013-2014		2014-2015		Vision Data
Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	
70	66	70	66	70		75		78		81		

## All Free/Reduced Students - % passing Math ISTEP Tests--AYP

2009-2010		2010-2011		2011-2012		2012-2013		2013-2014		2014-2015		Vision Data
Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	
79	70	73	73	76		79		82		85		

## All Special Needs students - passing LA ISTEP+ Test

2009-2010		2010-2011		2011-2012		2012-2013		2013-2014		2014-2015		Vision Data
Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	
			35	38		42		44		46		

**All Students - % making all C's or better on Trimester 1 & 2 grades in the four tested ISTEP subjects: LA, Math, Science and Social Studies**

2009-2010		2010-2011		2011-2012		2012-2013		2013-2014		2014-2015		Vision Data
Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	
74	70	72	68	74		76		78		81		100

**All Students in Class of 2016 - % passing Writing Applications standard on LA ISTEP Tests (seat data)**

2009-2010		2010-2011		2011-2012		2012-2013		2013-2014		2014-2015		Vision Data
Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	
77	80	82	83	85		86		89		91		100

**Special Needs students in the Class of 2018 - % passing LA Standard #1 on ISTEP+ (not IMAST) --READING: Word Recognition, Fluency, and Vocabulary Development**

2009-2010		2010-2011		2011-2012		2012-2013		2013-2014		2014-2015		Vision Data
Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	
			33	36		40		45		50		100



## Needs Assessment / Areas of Concern

The Areas of Concern were established after a comprehensive needs assessment that included a survey of all educators, all students, parents and community members. Survey data for students and parents were disaggregated by ethnicity and economic level. The needs assessment also included a collection of data that reflected specific student needs (e.g. attendance rate), and a summary of discussion responses to inquiry questions about areas that might be interfering with learning in the school and community. The collection of data provided information about the school's expectations for student achievement, curriculum, instruction, classroom assessment, extra help, student guidance and the learning environment.

All educators and the Community Council (including parent representatives) were involved in the analysis of the student needs data. Specific attention was given to areas within the classroom that are interfering with learning. The following questions were addressed during the data analysis.

- What data indicate an area that is interfering with achievement in our targeted academic areas for improvement?
- What data indicate an area that is interfering with achievement for the student group we have targeted for improvement?

The student body was asked to respond to an open ended question, "What is interfering with learning at our school?"

Using a consensus based decision-making model, the Full Faculty and Community Council identified key areas that concerned them because they were interfering with students' ability to reach the established academic goals and more specifically, were interfering with the achievement of the targeted student group. The Full Faculty and Community Council agreed to address these "Areas of Concern" through targeted strategies next year.

The student needs assessment will be conducted again in the future to analyze the impact of the strategies included in this plan.

The Areas of Concern identified by our Full Faculty and Community Council (including parents) are listed below.

## Local Areas of Concern

### **We are concerned that... Students get extra help when needed**

41% of special needs students in grades 7 and 8 reported that they did not feel they received extra help when it was needed. 21% of free/reduced students reported this as well.

## Required Areas of Concern

### **F. Encourage Rigorous Curriculum**

### **G. Attendance**

### **I. Focused Academic Area**

### **U. Focused Student Group**

### **X. Graduation Plan**

# Strategies

Strategies were established after identifying 1) Achievement Goals (see the Achievement Goals section), and 2) Areas of Concern (see the Needs Assessment - Areas of Concern section). Educators researched possible strategies for addressing each Area of Concern and then presented possible strategies to Full Faculty and Community Council for their consideration. The student body was provided with a list of Areas of Concern and asked to provide their input regarding strategies the school and community could employ to address the concerns. Using a consensus based decision-making model, the Full Faculty and Community Council (including parent representatives) agreed to several strategies to implement next year.

**Strategy Data:** Strategy data will help the Full Faculty and Community Council determine the degree to which the strategy has changed adult practices. Baseline data was collected this year. Follow-up data will be analyzed at the end of each semester next year. Combined with the needs assessment data (including student surveys) and the achievement data, our school will have a good understanding of the success of the strategies in meeting student needs. The strategy data tables can be found in the Strategy Data section of this plan.

**Strategy To-Do Lists:** Each strategy has been assigned a Strategy Chair. In some cases, the Strategy Chair asked others to form a Strategy Task Force. For almost all strategies, the Strategy Chair developed a detailed "To-Do" list that includes activities related to 1) implementation, 2) professional development, 3) anti-resistance (helping those impacted by the strategy to embrace the strategy), and 4) strategy evaluation. The strategy to-do lists can be found in the Strategy To-Do List section of this plan.

The strategy titles and descriptions are listed below:

## Local Strategies

### Homework Intervention Plan

This Homework Intervention Plan is designed to target students who are not completing homework on a consistent level. It is a tiered program that identifies students with an excessive amount of missing or incomplete assignments. Each tier progresses, beginning with the loss of morning time progressing up to supervised after school study time. Teachers monitor these sessions, check for homework completion, and provide homework assistance as needed. Students are evaluated on a regular basis.

**Impact Level:** High Impact - Inside

**Focus:** General

## Required Strategies

### F. Encourage Rigorous Curriculum: Reading Standards for Literacy Across the Curriculum

Teachers will learn a variety of specific reading strategies that incorporate both scaffolding techniques and direct, explicit instruction for students. Departments will collaborate to select the 2-3 most effective reading strategies to implement for their content area. During Trimester 3, teachers will implement those selected strategies and submit documentation to the principal. Departments will share information with faculty.

**Impact Level:** High Impact - Inside

**Focus:** Specific

### G. Attendance

The expectation for every student is 95% attendance or no more than 3 absences during a trimester. When a student has accumulated 3 absences in a trimester, attendance personnel will send a letter to the parent/guardian or make a parent contact. Reaching 5 absences in a trimester will result in a mandatory meeting of the parent/guardian and student with Attendance Review Committee. This committee may consist of the attendance personnel, administrator, counselor, and teacher(s). The committee may recommend the following: 1)Expulsion for the remainder of the trimester or 2)Written contract as an individual intervention plan. The recommendation of this committee will be presented to the principal or his designee for final determination. The results will be forwarded to the appropriate staff.

**Impact Level:** High Impact - Inside

**Focus:** General

### I. Focused Academic Area: Constructed and Extended Response Practice Across the Curriculum

All certified teachers will incorporate a minimum of one constructed and one extended response assignment into their lessons, both to be completed by the end of Trimester 2. Teachers will use their own subjects to design these response assignments. The Constructed Response (CR) assignment will align with the IDOE Reading Standards for Literacy, Key Ideas and Details, including 6-8.RT.1, 6-8.RT.2, and 6-8.RT.3. The Extended Response (ER) assignment will align with the IDOE Writing

Standards for Literacy Text Types and Purposes, including 6-8.WT.1, 6-8.WT.2, and 6-8.WT.3. Using the ISTEP+ two point Constructed Response and the four point Extended Response rubrics, teachers will evaluate responses and share evaluation results with students to assist them in understanding how to improve. This will be completed by the end of Trimester 2. Since this Constructed and Extended Response practice will occur in all grades and subjects, all students will practice the skills required for success at a rigorous level.

**Impact Level:** High Impact - Inside

**Focus:** Specific

#### **U. Focused Student Group: Reading Instruction Program**

All 6th grade students will complete a concise reading assessment. Those students who show significant need (defined as 2 or more grade levels below current grade level) will be enrolled in an effective scientifically-based reading instructional program. Students will receive extra help and extra time on basic word recognition skills, vocabulary, and fluency skills. The reading teacher will assist students in setting individual goals for reading and will track their progress, growth, and results.

**Impact Level:** High Impact - Inside

**Focus:** Specific

#### **X. Graduation Plan**

All students will develop a graduation plan that will start when they enter sixth grade and will be updated annually through eighth grade. These plans will be housed with the students' permanent records and will be developed by the students with help from the Guidance Counselor and other staff. At each grade level, the students will complete selected activities including career interest inventories, a learning style assessment, personality style assessment, and they will learn about the 21st Century Scholars program each year and complete an application if their families are eligible. As well, they will learn about other available post-secondary funding sources and understand the diploma types and start to make decisions that are best for them. The students will begin to develop an awareness of their personal strengths, abilities and interests as they commit to graduate from high school. The students will additionally acknowledge the important role of good citizenship, school attendance and learn and use good study habits. The graduation plans will be part of each individual conference that the Guidance Counselor will have with each eighth grade student prior to their diploma selection and high school registration.

**Impact Level:** High Impact - Outside

**Focus:** General

# Strategy Data

Strategy data will help the teachers and Community Council determine the degree to which the strategy has changed adult practices. Baseline data was collected this year. Follow-up data will be analyzed at the end of each semester next year. Combined with the needs assessment data (including student surveys) and the achievement data, our school will have a good understanding of the strategy's success in meeting student needs. The strategy data tables below indicate 1) the group of adults or students that are expected to change as a result of this strategy, 2) the desired practice(s), and 3) what the school will count to determine the degree to which the practice(s) changed.

## Local Strategies

### Homework Intervention Plan

% of Teachers supervising H.I.P.

Baseline 11-12	Follow Up 12-13 1st Semester / 1st Trimester		Follow Up 12-13 2nd Semester / Last Trimester	
Actual	Target	Actual	Target	Actual
0%	100%			

% of students completing homework on a consistent level

Baseline 11-12	Follow Up 12-13 1st Semester / 1st Trimester		Follow Up 12-13 2nd Semester / Last Trimester	
Actual	Target	Actual	Target	Actual
0%	100%			

## Required Strategies

### F. Encourage Rigorous Curriculum: Reading Standards for Literacy Across the Curriculum

Percent of teachers formally incorporating at least two reading strategies into content lessons

Baseline 11-12	Follow Up 12-13 1st Semester / 1st Trimester		Follow Up 12-13 2nd Semester / Last Trimester	
Actual	Target	Actual	Target	Actual

### G. Attendance

Attendance rate

Baseline 11-12	Follow Up 12-13 1st Semester / 1st Trimester		Follow Up 12-13 2nd Semester / Last Trimester	
Actual	Target	Actual	Target	Actual
96%	97%		97%	

**I. Focused Academic Area: Constructed and Extended Response Practice Across the Curriculum**

Percent of teachers submitting student writing samples

Baseline 11-12	Follow Up 12-13 1st Semester / 1st Trimester		Follow Up 12-13 2nd Semester / Last Trimester	
Actual	Target	Actual	Target	Actual
88	100			

**U. Focused Student Group: Reading Instruction Program**

% of teachers who differentiate instruction based upon data regarding students' reading needs.

Baseline 11-12	Follow Up 12-13 1st Semester / 1st Trimester		Follow Up 12-13 2nd Semester / Last Trimester	
Actual	Target	Actual	Target	Actual
75	90		100	

% of special needs students who pass the LA Standard #1 on the ISTEP+

Baseline 11-12	Follow Up 12-13 1st Semester / 1st Trimester		Follow Up 12-13 2nd Semester / Last Trimester	
Actual	Target	Actual	Target	Actual
43	52		52	

## To-Do List

After the strategies were selected for next year, each strategy was assigned to a Strategy Chair. In some cases, the Strategy Chair asked others to form a Strategy Task Force. For almost all strategies, the Strategy Chair developed a detailed "To-Do" list that includes activities related to 1) implementation, 2) professional development, 3) anti-resistance (helping those impacted by the strategy to embrace the strategy), and 4) strategy evaluation. At the beginning of next year, each strategy chair will go over their strategy's "To-Do" list with the entire faculty. Throughout the year, each strategy chair will check off each strategy activity as it is completed. At the end of the first semester, each strategy chair will present the percentage of completed activities to the Full Faculty and Community Council. If the strategy activities were not fully implemented, the chair will facilitate a discussion about changes that will occur during the second semester to ensure that all activities are completed.

Report by strategy. Showing completed and yet-to-be-completed action steps.

## Attendance

**Apr 1, 2012:** Collect baseline data: Attendance rate **Person:** Mike Kelley

**Aug 14, 2012:** Conduct attendance reviews with parents & students with attendance issues **Person:** Mike Kelley

**Aug 14, 2012:** Track daily attendance **Person:** Mike Kelley

**Aug 14, 2012:** Track tardies to school & class **Person:** Mike Kelley

**Nov 30, 2012:** Collect fall data: Attendance rate **Person:** Mike Kelley

**Jun 30, 2013:** Collect spring data: Attendance rate **Person:** Mike Kelley

## Encourage Rigorous Curriculum

**Aug 15, 2012:** Publish a list of effective reading strategies identified through 2011-12 PD. **Person:** Karen Ault

**Sep 1, 2012:** Use documentation from 2011-2012 to organize examples of specifically taught reading strategies to share with teachers. **Person:** Karen Ault

**Sep 30, 2012:** Develop a procedure to electronically submit documentation to principal. **Person:** Karen Ault

**Sep 30, 2012:** Develop Reading Strategies Activities **Person:** Greg Walker

**Nov 9, 2012:** Incorporate at least two specifically taught reading strategies. **Person:** Greg Walker

**Nov 15, 2012:** Share examples of reading strategies integrated into content lessons during Team Time. **Person:** Karen Ault

**Nov 15, 2012:** Submit documentation identifying specifically taught reading strategies. **Person:** Greg Walker

**Nov 30, 2012:** Collect fall data: Percent of teachers formally incorporating at least two reading strategies into content lessons **Person:** Mendy Stahl

**Nov 30, 2012:** Evaluate content-integrated reading strategies. **Person:** Greg Walker

**Dec 1, 2012:** Use documentation to organize examples of specifically taught reading strategies to share with other teachers. **Person:** Karen Ault

**Feb 22, 2013:** Incorporate at least two additional or expanded specifically taught reading strategies. **Person:** Greg Walker

**Feb 28, 2013:** Collect spring data: Percent of teachers formally incorporating at least two reading strategies into content lessons **Person:** Mendy Stahl

**Mar 15, 2013:** Share examples of reading strategies integrated into content lessons during Team Time. **Person:** Karen Ault

**Mar 15, 2013:** Submit documentation identifying specifically taught reading strategies. **Person:** Greg Walker

**Apr 15, 2013:** Provide prep period mentoring to assist with integration of reading strategies. **Person:** Greg Walker

**Jun 15, 2013:** Analyze ISTEP+ results to measure increase in reading proficiencies related to reading strategies taught. **Person:** Karen Ault

## Focused Academic Area

**Aug 25, 2012:** Assist teachers as needed in the implementation of the writing strategy **Person:** Karen Ault

**Aug 25, 2012:** Reminder of strategy at opening staff meeting **Person:** Karen Ault

**Sep 25, 2012:** Assist teachers as needed in the implementation of the writing strategy **Person:** Karen Ault

**Oct 25, 2012:** Assist teachers as needed in the implementation of the writing strategy **Person:** Karen Ault

**Nov 25, 2012:** Assist teachers as needed in the implementation of the writing strategy **Person:** Karen Ault

**Nov 30, 2012:** Collect fall data: Percent of teachers submitting student writing samples **Person:** Karen Ault

**Dec 25, 2012:** Assist teachers as needed in the implementation of the writing strategy **Person:** Karen Ault

**Jan 25, 2013:** Assist teachers as needed in the implementation of the writing strategy **Person:** Karen Ault

**Feb 25, 2013:** Assist teachers as needed in the implementation of the writing strategy **Person:** Karen Ault

**Mar 25, 2013:** Assist teachers as needed in the implementation of the writing strategy **Person:** Karen Ault

**Apr 25, 2013:** Assist teachers as needed in the implementation of the writing strategy **Person:** Karen Ault

**May 25, 2013:** Assist teachers as needed in the implementation of the writing strategy **Person:** Karen Ault  
**Jun 30, 2013:** Collect spring data: Percent of teachers submitting student writing samples **Person:** Karen Ault

## Focused Student Group

**Apr 1, 2012:** Collect baseline data: % of special needs students who pass the LA Standard #1 on the ISTEP+ **Person:** Pat Sovern  
**Apr 1, 2012:** Collect baseline data: % of teachers who differentiate instruction based upon data regarding students' reading needs. **Person:** Pat Sovern  
**May 20, 2012:** Review student progress toward reading goal with Focused Student Group **Person:** Pat Sovern  
**May 20, 2012:** Set new reading goals for students for summer and fall **Person:** Janet Neal, Mendy Stahl  
**Aug 24, 2012:** Review ISTEP+ results for the class of 2018 and determine students for the Foundational Reading Lab **Person:** Pat Sovern, Janet Neal, Mendy Stahl  
**Aug 31, 2012:** Assess students for reading level and group students based on results. **Person:** Pat Sovern  
**Sep 7, 2012:** Review individual reading goals with students, set new goals if needed. **Person:** Pat Sovern  
**Oct 12, 2012:** Administer summative assessments to determine mastery. **Person:** Pat Sovern  
**Oct 12, 2012:** Review Language Arts Acuity Test A scores for Focused Student Group. Determine which students need to continue in the Foundational Reading Lab. **Person:** Pat Sovern, Corey Lanier, Brandon Allman  
**Oct 19, 2012:** Hold progress meeting with 6th grade teachers. **Person:** Pat Sovern  
**Oct 19, 2012:** Meet with 6th grade teachers **Person:** Pat Sovern  
**Nov 9, 2012:** Track student progress during Trimester 1. **Person:** Pat Sovern  
**Nov 30, 2012:** Collect data of % of teachers who differentiate instruction based on data regarding students' reading needs. **Person:** Pat Sovern  
**Nov 30, 2012:** Collect fall data: % of special needs students who pass the LA Standard #1 on the ISTEP+ **Person:** Pat Sovern  
**Nov 30, 2012:** Collect fall data: % of teachers who differentiate instruction based upon data regarding students' reading needs. **Person:** Pat Sovern  
**Nov 30, 2012:** Hold progress meeting with 6th grade teachers. **Person:** Pat Sovern  
**Nov 30, 2012:** Meet with 6th grade teachers. **Person:** Pat Sovern  
**Dec 14, 2012:** Review Language Arts Acuity Test B scores for the Focused Student Group. Determine which students need to continue in the Foundational Reading Lab. **Person:** Pat Sovern, Corey Lanier, Brandon Allman  
**Jan 11, 2013:** Administer summative assessments to determine mastery **Person:** Pat Sovern  
**Jan 18, 2013:** Collect data of % of teachers who differentiate instruction based on data regarding students' reading needs. **Person:** Pat Sovern  
**Jan 18, 2013:** Hold progress meeting with 6th grade teachers. **Person:** Pat Sovern  
**Jan 18, 2013:** Meet with 6th grade teachers. **Person:** Pat Sovern  
**Feb 22, 2013:** Review Language Arts Acuity Test C scores. Determine which students need to continue in the Foundational Reading Lab **Person:** Pat Sovern, Corey Lanier, Brandon Allman  
**Feb 22, 2013:** Track student progress during Trimester 2 **Person:** Pat Sovern  
**Apr 4, 2013:** Administer summative assessments to determine mastery. **Person:** Pat Sovern  
**Apr 11, 2013:** Collect data of % of teachers who differentiate instruction based on data regarding students' reading needs. **Person:** Pat Sovern  
**Apr 11, 2013:** Hold progress meeting with 6th grade teachers. **Person:** Pat Sovern  
**Apr 11, 2013:** Meet with 6th grade teachers **Person:** Pat Sovern  
**May 16, 2013:** Track student progress during Trimester 3 **Person:** Pat Sovern  
**May 20, 2013:** Administer End of the Year Reading Fluency/Comprehension Test to determine mastery. **Person:** Pat Sovern  
**May 20, 2013:** Review individual reading goals and set new goals for the summer and fall. **Person:** Corey Lanier, Brandon Allman  
**Jun 30, 2013:** Collect spring data: % of special needs students who pass the LA Standard #1 on the ISTEP+ **Person:** Pat Sovern  
**Jun 30, 2013:** Collect spring data: % of teachers who differentiate instruction based upon data regarding students' reading needs. **Person:** Pat Sovern

## Graduation Plan

**Jun 2, 2012:** Grade 8 -- Participate in the Indiana Career Explorer webinar **Person:** Karen Ault  
**Aug 10, 2012:** Grade 6 -- Facilitate the signing of the 6th grade graduation promises at 6th grade Orientation **Person:** Alicia McCrary  
**Aug 10, 2012:** Grade 6 -- Provide and explain to 6th grade parents and students about the 21st Century Scholars Opportunity **Person:** Alicia McCrary  
**Sep 18, 2012:** Grade 6 -- Discuss the role of good citizenship, attendance, and good study habits with 6th grade students **Person:** Mendy Stahl  
**Sep 30, 2012:** Grade 6 -- Visit 6th grade classrooms for followup to 21st Century Scholars applications **Person:** Alicia McCrary

**Oct 1, 2012:** Grade 8 -- Coordinating the Finance Park curriculum and field trip with the business education department **Person:** Alicia McCrary

**Oct 1, 2012:** Grade 8 -- Organize a field trip to Ivy Tech, IUPUC, Jackson County Learning Center, and industries in Seymour **Person:** Alicia McCrary

**Oct 14, 2012:** Grade 7 -- Contact student coordinator for 21st Century Scholars Program to set her presentations to 7th grade students **Person:** Alicia McCrary

**Oct 28, 2012:** Grade 8 -- Conduct career interest inventories with Grade 8 students **Person:** Alicia McCrary

**Oct 28, 2012:** Grade 8 -- Deliver the previously prepared powerpoint on the Global economy and the importance of higher education **Person:** Alicia McCrary

**Oct 28, 2012:** Grade 8 -- present high school diploma types to all 8th grade students **Person:** Alicia McCrary

**Nov 10, 2012:** Grade 8 -- facilitate the completion of the Graduation plan insert data with all 8th grade students **Person:** Alicia McCrary

**Jan 6, 2013:** Grade 8 -- Arrange high school scheduling schedule with high school guidance counselors **Person:** Alicia McCrary

**Jan 6, 2013:** Grade 8 -- Complete individual 8th grade conferences to review the graduation plan, select diploma type, and prepare for high school scheduling **Person:** Alicia McCrary

**Jan 14, 2013:** Grade 8 -- transfer Graduation plans of Grade 8 to the high school to use during the parent/student scheduling appointments **Person:** Alicia McCrary

**Jan 25, 2013:** Grade 6 -- Conduct career interest inventories **Person:** Alicia McCrary

**Jan 25, 2013:** Grade 6 -- Start the graduation plan data insert **Person:** Alicia McCrary

**Feb 20, 2013:** Grade 7 -- Conduct learning styles assessment for all 7th graders **Person:** Alicia McCrary

**Feb 20, 2013:** Grade 8 -- Conduct career exploration via Learn More Indiana or the Indiana Career Explorer **Person:** John Lawson

**Feb 20, 2013:** Grade 8 -- Conduct classroom guidance with 8th graders on their personal strengths, abilities, and interests as they begin to explore careers for their future **Person:** Alicia McCrary

**Feb 25, 2013:** Grade 7 -- Review appropriate strategies for each student's learning style to actively use in learning and studying **Person:** Alicia McCrary

**Mar 5, 2013:** Grade 7 -- Conduct the drive of your life activity with all 7th graders **Person:** John Lawson

**Apr 25, 2013:** Grade 7 -- Conduct the drive of your life activity with all 7th graders **Person:** John Lawson

**Apr 25, 2013:** Grade 7 -- Print out a copy of personality style for 7th graders for filing in the Graduation Plan **Person:** John Lawson

**May 10, 2013:** Grade 7 -- Record learning styles and personality styles on Graduation plan inserts **Person:** Alicia McCrary

**May 18, 2013:** Evaluate the Graduation plan components with high school guidance counselors and administrators **Person:** Alicia McCrary

**May 20, 2013:** Grade 7 -- Provide instruction on Post secondary funding sources to all 7th graders **Person:** Alicia McCrary

**May 20, 2013:** Grade 7 and grade 8 -- Conduct career exploration via Learn More Indiana or the Indiana Career explorer **Person:** John Lawson

## Homework Intervention Plan

**Apr 1, 2012:** Collect baseline data: % of students completing homework on a consistent level **Person:** Susan Spurgeon

**Apr 1, 2012:** Collect baseline data: % of Teachers supervising H.I.P. **Person:** Susan Spurgeon

**Apr 9, 2012:** Create Homework Intervention Plan **Person:** Susan Spurgeon

**Apr 23, 2012:** Make Record Keeping Binder **Person:** Alisha Griffin

**Aug 12, 2012:** Create H.I.P Supervision Schedule **Person:** Greg Walker

**Sep 12, 2012:** Collect H.I.P. Baseline Data **Person:** Susan Spurgeon

**Sep 12, 2012:** Place H.I.P. Binder in Office **Person:** Susan Spurgeon

**Sep 14, 2012:** Identify students who are not completing homework on a consistent level **Person:** Susan Spurgeon

**Sep 14, 2012:** Notify Students' Parents of H.I.P. Status **Person:** Greg Walker

**Oct 3, 2012:** Re-Identify Students who are not completing homework on a consistent level **Person:** Susan Spurgeon

**Oct 24, 2012:** Re-identify Students who are not completing homework on a consistent level **Person:** Susan Spurgeon

**Nov 9, 2012:** Collect H.I.P. First-Trimster Follow-up Data **Person:** Susan Spurgeon

**Nov 14, 2012:** Re-Identify Students who are not completing homework on a consistent level **Person:** Susan Spurgeon

**Nov 30, 2012:** Collect fall data: % of students completing homework on a consistent level **Person:** Susan Spurgeon

**Nov 30, 2012:** Collect fall data: % of Teachers supervising H.I.P. **Person:** Susan Spurgeon

**Dec 12, 2012:** Re-Identify Students who are not completing homework on a consistent level **Person:** Susan Spurgeon

**Jan 3, 2013:** Re-identify Students who are not completing homework on a consistent level **Person:** Susan Spurgeon

**Jan 30, 2013:** Re-Identify students who are not completing homework on a consistent level **Person:** Susan Spurgeon

**Feb 20, 2013:** Re-Identify students who are not completing homework on a consistent level **Person:** Susan Spurgeon

**Feb 22, 2013:** Collect H.I.P. Second-Trimster Follow-up Data **Person:** Susan Spurgeon

**Mar 13, 2013:** Re-Identify students who are not completing homework on a consistent level **Person:** Susan Spurgeon

**Apr 3, 2013:** Re-Identify students who are not completing homework on a consistent level **Person:** Susan Spurgeon

**Apr 24, 2013:** Re-Identify students who are not completing homework on a consistent level **Person:** Susan Spurgeon



**May 15, 2013:** Re-Identify students who are not completing homework on a consistent level **Person:** Susan Spurgeon  
**May 24, 2013:** Collect Third-Trimester Follow-up Data **Person:** Susan Spurgeon  
**Jun 30, 2013:** Collect spring data: % of students completing homework on a consistent level **Person:** Susan Spurgeon  
**Jun 30, 2013:** Collect spring data: % of Teachers supervising H.I.P. **Person:** Susan Spurgeon

# Professional Development Summary

**Alignment with the School Improvement Plan:** The Professional Development Plan is directly aligned with strategies found in the School Improvement Plan. Professional development activities enhance educator's knowledge within one or more of the following areas: a) expectations, b) curriculum content, c) classroom instruction, d) classroom assessment, e) extra help, f) guidance, and g) the learning environment. The amount of funding allocated for each professional development activity and the funding source is listed for each professional development activity.

**Effective Learning Process:** The Professional Development Plan was written by teacher-leaders and includes activities that will help teachers develop the knowledge and skills needed to successfully implement the strategies listed in the School Improvement Plan. The plan includes a variety of formats for professional development. Activities have been embedded in the school day as appropriate. The plan also includes activities designed to provide teachers with feedback over time. Finally, "strategy data" is collected for comprehensive strategies that identifies the degree to which the strategy has brought about a positive changes in adult practices.

**Professional Growth Environment:** Each strategy is supported by a "strategy chair." Strategy chairs are responsible for 1) writing (with support from colleagues) a strategy plan including on-going professional development activities, anti-resistance, and evaluation activities, 2) providing on-going mentoring to their colleagues in the implementation of the strategy, 3) analyzing the effectiveness of the strategy, and 4) making a recommendation to the faculty with respect to whether or not the strategy should be sustained.

## Homework Intervention Plan

No professional development is needed for this strategy.

## F. Encourage Rigorous Curriculum: Reading Standards for Literacy Across the Curriculum

### Develop Reading Strategies Activities

**Brief Description:** Develop lesson components which effectively implement identified reading strategies into content areas during 2 hour PD session.

**Intended Participants:** Teachers

**Date:** Sep 30, 2012

**Activity Purpose:** Skill Building

**Activity Format:** Peer Coaching, Collaborative Problem Solving

**Funding:**

**Does this activity occur during the school day?** Yes

### Evaluate content-integrated reading strategies.

**Brief Description:** Evaluate examples of content-integrated reading strategies as department teams to determine applicability.

**Intended Participants:** Teachers

**Date:** Nov 30, 2012

**Activity Purpose:** Skill Building, Feedback/Support

**Activity Format:** Collaborative Problem Solving

**Funding:**

**Does this activity occur during the school day?** Yes

## **G. Attendance**

No professional development is needed for this strategy.

## **I. Focused Academic Area: Constructed and Extended Response Practice Across the Curriculum**

No professional development is needed for this strategy.

## **U. Focused Student Group: Reading Instruction Program**

### **Meet with 6th grade teachers**

**Brief Description:** Meet with 6th grade teachers to discuss the progress of the Focused Student Group and discuss strategies to help struggling readers.

**Intended Participants:** Teachers

**Date:** Oct 19, 2012

**Activity Purpose:** Information, Feedback/Support

**Activity Format:** Collaborative Problem Solving

**Funding:** NA

**Does this activity occur during the school day?** Yes

### **Meet with 6th grade teachers**

**Brief Description:** Meet with 6th grade teachers to discuss the progress of the Focused Student Group and discuss strategies to help struggling readers.

**Intended Participants:** Teachers

**Date:** Apr 11, 2013

**Activity Purpose:** Information, Feedback/Support

**Activity Format:** Collaborative Problem Solving

**Funding:** NA

**Does this activity occur during the school day?** Yes

### **Meet with 6th grade teachers.**

**Brief Description:** Meet with 6th grade teachers to discuss the progress of the Focused Student group and discuss strategies to help struggling readers.

**Intended Participants:** Teachers

**Date:** Nov 30, 2012

**Activity Purpose:** Information, Feedback/Support

**Activity Format:** Collaborative Problem Solving

**Funding:** NA

**Does this activity occur during the school day?** Yes

**Meet with 6th grade teachers.**

**Brief Description:** Meet with 6th grade teachers to discuss the progress of the Focused Student Group and discuss strategies to help struggling readers.

**Intended Participants:** Teachers

**Date:** Jan 18, 2013

**Activity Purpose:** Information, Feedback/Support

**Activity Format:** Collaborative Problem Solving

**Funding:** NA

**Does this activity occur during the school day?** Yes

## **X. Graduation Plan**

No professional development is needed for this strategy.

# Relationship Report: Areas of Concern / Strategies / Achievement Goals

This report shows the relationship between the Areas of Concern, Strategies, and Achievement Goals. For each Area of Concern, the report shows 1) the strategies that will enable the school to successfully address the concern and 2) the achievement goals that will be positively impacted when the concern is successfully addressed.

## Local Areas of Concern

### We are concerned that... Students get extra help when needed

#### Data Targets Influenced by This Concern:

- All Students -- % making all C's or better on Trimester 1 & 2 grades in the four tested ISTEP subjects: LA, Math, Science and Social Studies
- Special Needs students in the Class of 2018 -- % passing LA Standard #1 on ISTEP+ (not IMAST) --READING: Word Recognition, Fluency, and Vocabulary Development

#### Strategies to Impact This Concern:

- Homework Intervention Plan
- F. Encourage Rigorous Curriculum: Reading Standards for Literacy Across the Curriculum
- I. Focused Academic Area: Constructed and Extended Response Practice Across the Curriculum
- U. Focused Student Group: Reading Instruction Program
- X. Graduation Plan

## Required Areas of Concern

### F. Encourage Rigorous Curriculum (IN Rules)

#### Data Targets Influenced by This Concern:

- All Free/Reduced Students -- % passing LA ISTEP Tests--AYP
- All Free/Reduced Students -- % passing Math ISTEP Tests--AYP
- All Students in Class of 2016 -- % passing Writing Applications standard on LA ISTEP Tests (seat data)

#### Strategies to Impact This Concern:

- Homework Intervention Plan
- F. Encourage Rigorous Curriculum: Reading Standards for Literacy Across the Curriculum

### G. Attendance (IN Rules)

#### Data Targets Influenced by This Concern:

- All Free/Reduced Students -- % passing LA ISTEP Tests--AYP
- All Free/Reduced Students -- % passing Math ISTEP Tests--AYP
- All Special Needs students -- passing LA ISTEP+ Test
- All Students -- % making all C's or better on Trimester 1 & 2 grades in the four tested ISTEP subjects: LA, Math, Science and Social Studies
- All Students in Class of 2016 -- % passing Writing Applications standard on LA ISTEP Tests (seat data)
- Special Needs students in the Class of 2018 -- % passing LA Standard #1 on ISTEP+ (not IMAST) --READING: Word Recognition, Fluency, and Vocabulary Development

#### Strategies to Impact This Concern:

- G. Attendance

## **I. Focused Academic Area (IN Rules)**

### **Data Targets Influenced by This Concern:**

- All Free/Reduced Students -- % passing LA ISTEP Tests--AYP
- Special Needs students in the Class of 2018 -- % passing LA Standard #1 on ISTEP+ (not IMAST) --READING: Word Recognition, Fluency, and Vocabulary Development

### **Strategies to Impact This Concern:**

- I. Focused Academic Area: Constructed and Extended Response Practice Across the Curriculum

## **U. Focused Student Group (IN Rules)**

### **Data Targets Influenced by This Concern:**

- All Free/Reduced Students -- % passing LA ISTEP Tests--AYP
- All Free/Reduced Students -- % passing Math ISTEP Tests--AYP
- All Special Needs students -- passing LA ISTEP+ Test
- Special Needs students in the Class of 2018 -- % passing LA Standard #1 on ISTEP+ (not IMAST) --READING: Word Recognition, Fluency, and Vocabulary Development

### **Strategies to Impact This Concern:**

- U. Focused Student Group: Reading Instruction Program

## **X. Graduation Plan (IN Rules)**

### **Data Targets Influenced by This Concern:**

- All Students -- % making all C's or better on Trimester 1 & 2 grades in the four tested ISTEP subjects: LA, Math, Science and Social Studies

### **Strategies to Impact This Concern:**

- X. Graduation Plan

## Force Field Excerpt

The Force Field reports are lengthy data reports that help the Full Faculty and Community Council (including parents) identify Areas of Concern (student needs). The Force Field excerpt found below contains information that must be included in the School Improvement Plan to meet various requirements of Public Law 221 and if applicable, Title I Schoolwide.

<p>A. Where is the public copy of your school's curriculum located?</p>	<p>The curriculum is located in our conference room, which makes it accessible for any parent/guardian or teacher or staff member who might have a desire to see it or review it.</p>
<p>B. What rules or statutes would you like to waive in order to promote student learning?</p> <ul style="list-style-type: none"> <li>● Identify the specific statute and and/or rule you wish to waive.</li> <li>● Identify the educational strategies this waiver would allow you to implement that could not be implemented under current statute and rule.</li> <li>● Explain the benefit to student achievement.</li> <li>● Describe the evaluation process that would be used to measure the success of these strategies.</li> </ul>	<p>None</p>
<p>C. Are your school's attendance rates supportive of learning? What activities will you implement next year to increase or maintain your attendance rate?</p>	<p>Yes. We have a 97% attendance rate during 11-12. We do goal setting with the students, personal &amp; school. We will continue to require parents and guardians to verify students absences via phone call or doctor's note. If they fail to do this, we initiate the call.</p>
<p>D. List the titles of the assessment instruments that are used in addition to ISTEP+ / ECA and give a brief description of each.</p>	<p>Acuity - The Acuity Math &amp; Reading/Language Arts predictive assessments measure content strictly aligned to Indiana Academic Standards and Common Core Standards. Acuity delivers informative reports that teachers can use in the classroom to identify student strengths and weaknesses, assign personalized instructional resources, and monitor individual student growth. In addition, this information can be aggregated to support instructional and curriculum decision making.</p>

## Continuous Improvement Timeline

DISCUSSION TOPIC	FACILITATOR TRAINING (Steering Teams)			FACULTY AND COMMUNITY COUNCIL DISCUSSIONS
	ORIGINAL PLAN	REVIEW & REVISE		
	1st Year Schools	2nd and 3rd Year Schools	Alumni Schools	
New Principal and Steering Team Member Training	n/a	Aug	Aug	n/a
<b>First Year:</b> Rationale + Organizational Structure <b>After First Year:</b> Kick Off / Year End Data Review (Transcripts / ISTEP / ECA)	Session 1 - Aug	Session 1 - Aug	Session 1 – Aug AM	First 2 weeks of Sept
Vision	Session 2 – Sept	n/a	Session 1 – Aug PM	First 2 weeks of Oct*
Data Targets	Session 3 - Oct	Session 1 - Aug	Session 1 – Aug AM	First 2 weeks in Nov
Areas of Concern	Session 4 - Dec	n/a	Session 2 – Dec PM	First 2 weeks in Jan*
Strategy Selection	Session 5 - Jan	Session 2 - Dec	Session 2 – Dec AM	First 2 weeks in Feb
Conference on Learning	Jan	Jan	Jan	
Strategy Selection: Title & Description	Feb	Feb	n/a	First 2 weeks in Mar
Strategy Implementation Plans	Mar Strategy Chair Training	Mar Strategy Chair Training	Optional Strategy Chair Training	First week of Apr

\* Our school will complete these tasks every three years  
We are next scheduled to complete these tasks during the 2013-2014 school year