

Carnation Elementary Action Plan Outlines - 2002-2003

READING GOAL STATEMENT: By June of 2003, Carnation Elementary 3rd graders will increase their average reading scores (NPR) by 10% as measured by the ITBS.

Activities to Achieve this Goal:	Professional Development	Timeline	Resources Available	Who is Responsible or Involved?	Monitoring Effectiveness
What actions will occur? What steps will the staff take?	How will the staff acquire the necessary skills and attitudes to implement the activity?	When will this strategy or action begin and end?	What are the existing and new resources that will be needed to accomplish the activity?	Who will provide the leadership? Who will do the work?	What on-going FORMATIVE evidence will be gathered to show that this activity is making a difference in student outcomes?
R 1. Phonemic Awareness Presentation	Wendy will plan and present a workshop on developing phonemic awareness skills in K-2 students.	Spring 2003	Sub - \$125 for prep time. CPT – Day – 2hrs.	Wendy Ward – Presenter K/2 Team -attend	Survey/feedback results.
R2. Purchase and read book in a study group format, about Phonemic Awareness in Young Children. For K-2 Teachers	The K-2 Team will read and form a study group using this book on Phonemic Awareness.	Begin in Feb. 2003 through the Spring of 2003.	Purchase books - \$250 (8 books)	Diane Roberts and K-2 Teachers	Sign in sheet for study group. Survey/evaluations after study group.

Activities to Achieve this Goal:	Professional Development	Timeline	Resources Available	Who is Responsible or Involved?	Monitoring Effectiveness
R3. Adopt the Phonological Awareness Assessment for all K-2 students. Will later be given in Fall and Spring as a pre/post assess.	During the workshop with Wendy Ward, teachers will learn to give the	May 2003	-Copies for assessment. -Possibly some release time for teachers to administer assessment to students. (Subs)	Wendy Ward & K-2 Teachers	-Results and data from assessment. -Feedback from staff.
R4. Investigate ways of “leveling” books for children used for reading using the “Readability Calculations Software”	Training on how to use leveling software.	Spring 2003	-Could Title 2 or 5 Funds – Technology Training software (\$75) -Subs for ½ day for teacher teams or CPT ½ day. (\$500) -1/2 day of Prep Time for leader. (\$65)	Jo Jackson, Diane Roberts, All CE Teachers	Inventory list of leveled books of class sets.
R5. Create an inventory list of leveled book for each grade level. To include # of copies, title/author, & levels.	After above process and training on software	Spring/Summer 2003	-Could use Title 2 or 5 Funds. -Sub Time or extra duty pay for persons creating list. (\$500)	Grade Level leaders. All CE Teachers	Inventory list of leveled books of class sets.

Activities to Achieve this Goal:	Professional Development	Timeline	Resources Available	Who is Responsible or Involved?	Monitoring Effectiveness
R6. Staff will receive training in “Guided Reading” (literature circles) techniques.	Video series training tapes for all staff. Possibly using a study-group format	Spring 2003 – Fall 2003	Video Tapes – Title 1	Kelly Harper	Attendance sheet from study group or video sessions.
R7. Create a primary leveled “Book Room” for K-2 teachers.	After training in Guided Reading staff will form a committee to purchase sets of leveled books of K-3 Guided Reading/literature circles.	Spring 2003- Fall 2003	Title 2 Funds- (\$2000-3000).	Ellen Irion and Teachers	Inventory list of leveled books in book room.
R8. Teachers will come to a grade level team meeting with a reading comprehension (vocabulary or fluency) strategy to share. Each grade level will select one strategy to share with entire staff.	Grade level/team collaboration and sharing time.	Spring 2003	CPT Day , Team Meetings, Staff Meeting	All Carnation Teachers K-5	Staff/Team Meeting minutes.
R9. Staff will receive training in effective AR/STARS use.	Staff inservice training.	Spring 2003	\$500 to pay Ms. Hauge.	Ellen Irion	Staff sign in and survey evaluation.

MATH GOAL STATEMENT: By the Spring of 2003, Carnation Elementary 3rd graders will score within 5% of the Top 10 Comparable Schools, (according to the “Just for Kids Website”) on the math portion of the ITBS.

Activities to Achieve this Goal:	Professional Development	Timeline	Resources Available	Who is Responsible or Involved?	Monitoring Effectiveness
M1. Survey Staff to collect information from teachers to determine existing beliefs about the level of student performance as compared to our school profile.	Survey-individual	January 2003-March 2003	-Staff Meeting Time -1/2 day sub to release a staff member to collect and interpret data. (\$65) -Copying/paper	Cadre Members	Compare perceptions with test results. Share in a report to staff.
M2. As a result of math survey staff will share ideas to implement changes where they are needed.	Grade Level or Team Meetings	Spring 2003	Thursday staff meetings	Cadre Members	Shared report to staff.
M3. Staff collaboration time to share lessons/strategies using the new math curriculum.	Grade level or team meetings.	January 2003 – September 2003	CPT Day or District Inservice Days Grade level or team meetings	All Cert. Staff	District curriculum feedback evaluations.
M4. Teachers will provide their students the opportunity to improve computational skills by using a variety of strategies to solve math problems.	Sharing effective math strategies in grade level teams.	January 2003 – April 2003	Staff Development Meeting.	All Cert. Staff	Math scores on the ITBS in computation will improve.

Activities to Achieve this Goal:	Professional Development	Timeline	Resources Available	Who is Responsible or Involved?	Monitoring Effectiveness
M5. Communicate and share new math materials with parents.	None	January 23, 2003 at Open House	New math curriculum and manipulatives	All certified staff	Feedback from parents.
M6. Offer an evening training for parents to introduce our Investigations and SFAW Math Programs.	None	March 28, 2003	SFAW Representative Grade level math manipulatives and materials -Release time (1/2 day) for 3 cadre members to set up and plan (\$190) -Extra duty pay for 3 cadre members to help facilitate event. (\$225)	All certified staff and SFAW Rep. -3 Cadre Members	Feedback forms from parents. Attendance sheet.

WRITING GOAL STATEMENT: By June 2003, the number of 4th graders meeting the state standard according to the WASL will increase by 10% in the following areas:

- Expository writing
- Extended response in reading
- Extended response in math

Activities to Achieve this Goal:	Professional Development	Timeline	Resources Available	Who is Responsible or Involved?	Monitoring Effectiveness
W1. Provide at least a three hour inservice in how to teach expository writing with grade specific sessions (K-1, 2-3, 4-5) with Steve Peha, writing consultant.	Staff will work in grade level groups with consultant to learn effective writing strategies in the area of expository writing.	January 2003	Title 2 Funds: \$750 – Consultant \$275 – Subs	All certified staff	Staff feedback and evaluation sheets.
W2. Using the EALR's, each grade level will develop a student rubric and self-evaluation checklist (similar to sample) for expository writing to be used with classroom assessments. In addition, each grade level will be provided with expository assessment prompts to use for instruction.	Staff will meet in their grade level groups to develop rubrics and checklists. They will also select expository prompts to use at their grade level. -Teachers will then set goals on how they will plan to implement the new information and tools into their teaching.	January 2003 - Spring 2003	-Staff Development Meetings and Grade level team meetings. -Springfield Sample Prompts -Peha materials -6 Trait Writing Kits and materials	Cadre members and all CE Staff	Staff will evaluate the effectiveness of these rubrics, checklists, and prompts on an annual basis.

Activities to Achieve this Goal:	Professional Development	Timeline	Resources Available	Who is Responsible or Involved?	Monitoring Effectiveness
W3. Follow-up writing demonstration and consultation workshop with Steve Peha.	Writing consultant, Steve Peha, will return this Spring to demonstrate expository writing strategies with students at 3 grade levels. Teachers will be released from class to observe these lessons and then will be given the opportunity to debrief with consultant. They will then plan and develop their own lessons.	Spring 2003	Title 2 Funds: \$750 – Fee \$275 – Sub fee	All Cert. Staff	Follow-up surveys and evaluations.