



Prairie Seeds Academy
SIP Action Plan 2013-2014
 (7/1/13)

Goal I: Increase language arts proficiency

Target Goal: Grades 3-8, 10 will make a 7% growth on the MCA III reading in the spring, 2014.

Strategy	Actions Required for Implementation	People Accountable for Action Step	Dates Each Action is to Be Accomplished	Resources Needed	Evaluation
A) Implement grade-specific reading strategies	<ul style="list-style-type: none"> ▪ Staff Development will revisit the guided reading portion of readers workshop instruction (Elementary and Middle School) and knowledge of grade level benchmarks 	Assistant Directors, PLCs and Lit Coach	<ul style="list-style-type: none"> *Completion of first round of Assess Now * Guided Reading groups begun *Monthly staff development using benchmarks/ strategies 	<ul style="list-style-type: none"> *Assess Now kits *Standards maps * Curriculum maps 	<p>Recording student progress</p> <p>Teacher implementation through observations and/ or unit plan</p>
	<ul style="list-style-type: none"> ▪ Elementary will participate in Reading Incentive-Go for the Gold 	Assistant Director, PLC Chairs, Lead teacher in Elem, Elementary teachers, Lit Coach	<p>Mid year</p> <p>End of the year</p>	<p>Record keeping documents-folders</p> <p>Medals, special books, etc for prizes</p>	# of books with set goals throughout the year- student documentation of books read
	<ul style="list-style-type: none"> *Staff share reading strategies to be used during collaboration and PLC time *Staff will implement MCA practice “products” to be imbedded in classroom practice 	Q-Comp, Teachers	*Monthly	Research based reading strategies	<ul style="list-style-type: none"> *Study Island *NWEA *MCAs *Common assessments



Strategy	Actions Required for Implementation	People Accountable for Action Step	Dates Each Action is to Be Accomplished	Resources Needed	Evaluation
B) Use data to enhance student achievement	<ul style="list-style-type: none"> ▪ continue use of school wide assessment data reporting 3 times a year (elem) 	PLC Chairs	Twice a month	Templates to document growth	Students should move a minimum of 3 levels in Guided Reading
	<ul style="list-style-type: none"> ▪ Adjust school wide/ formative assessments as necessary *Use study island data to track student progress (sec) 	Lit Coach, Ass't Dir, Teachers, Q-Comp	Reported 3 times a year *Fall / Winter, then monthly	<ul style="list-style-type: none"> ▪ Adjust school wide/ formative assessments as necessary *Use study island data to track student progress 	Reported 3 times a year * Track student progress
	*Tiered activities based on pre-assessments	teachers	Per unit	Student work, reflection sheets from teachers and PLC input, collaboration log	Implementation in class, data from formative assessments, student growth, adjusted unit planners, scope /sequence



Goal II: Increase math proficiency

Target Goal: Students in grades 3rd through 8th and 11th will make a 10% growth Math MCA III by spring 2014.

Strategy	Actions Required for Implementation	People Accountable for Action Step	Dates Each Action is to Be Accomplished	Resources Needed	Evaluation
A) Implement best practices to increase math proficiency	▪ Design MMR SIP	Team for MMR SIP	July/ August	Format, template, framework, support from Center of Excellence	Approval
	Determine school wide focus	Team for MMR SIP	July/ August	Consultants from Center of Excellence	Approval
	Update curriculum/ standards map and unit plans, assessments	Math teachers, IB Coordinator, Math Coach, Assistant Directors	Unit planners reviewed and adjusted prior to, during and after instruction	State standards, test specs, curriculum/standards maps, student data, math frameworks	Pre and Post evaluation: May/ June reflections with map adjustments noted for the next school year.
	Work with and become more familiar with Frameworks				
	Universal vocabulary, symbols, strategies that can be used in all content areas				
B) Use data to enhance student achievement	▪ continue use of school wide assessment data reporting 3 times a year (elem)	PLC Chairs	Twice a month	Templates to document growth	
	▪Adjust school wide/ formative assessments as necessary	Lit Coach, Ass't Dir, Teachers, Q-Comp	Reported 3 times a year *Fall / Winter, then	▪Adjust school wide/ formative assessments as necessary	Reported 3 times a year * Track student progress



Strategy	Actions Required for Implementation	People Accountable for Action Step	Dates Each Action is to Be Accomplished	Resources Needed	Evaluation
	*Use study island data to track student progress (sec)		monthly	*Use study island data to track student progress	
	*Tiered activities based on pre-assessments	teachers	Per unit	Student work, reflection sheets from teachers and PLC input, collaboration log	Implementation in class, data from formative assessments, student growth, adjusted unit planners, scope /sequence
	▪ continue use of school wide assessment data reporting 3 times a year (elem)	PLC Chairs	Twice a month	Templates to document growth	Students should move a minimum of 3 levels in Guided Reading



Goal III: Increase science knowledge

Target Goal: 5th, 8th, and HS Biology students will make a 5% growth on the MCA test in general science by spring 2014.

Strategy	Actions Required for Implementation	People Accountable for Action Step	Dates Each Action is to Be Accomplished	Resources Needed	Evaluation
A) Continue a balanced science program K-12	Implement hands-on/real world curriculum	A) Continue a balanced science program K-12	Implement hands-on/real world curriculum	A) Continue a balanced science program K-12	Walkthroughs, Evals, assessments, Unit Planners
	Develop non-fiction reading		Develop non-fiction reading		Scores on NWEA
	Align science curriculum to new standards – + Reshuffle in MS		Align science curriculum to new standards – + Reshuffle in MS		Standard Maps / Curriculum Maps
B) Use data to enhance student achievement	Use data to drive instruction and lesson planning	Teachers/Q-Comp	Daily and weekly for lesson planning and making adjustments to lessons	Staff development on data analysis and planning of lesson	Unit Planners, data analysis
	▪ continue use of NWEA data	PLC Chairs	Twice a month	Templates to document growth	
	▪Adjust school wide/formative assessments as necessary *Use study island data (sec)	Lit Coach, Ass't Dir, Teachers, Q-Comp	Reported 3 times a year *Fall / Winter, then monthly	▪Adjust school wide/formative assessments as necessary *Use study island data	* Track student progress
	*Tiered activities based on pre-assessments	teachers	Per unit	Student work, reflection sheets from teachers and PLC input, collaboration log	Implementation in class, data from formative assessments, student growth, adjusted unit planners, scope /sequence



Goal IV: School Culture

Target Goal: By Spring 2014, 85% of students and staff who respond will report satisfied with school's culture on the end of the year survey.

Strategy	Actions Required for Implementation	People Accountable for Action Step	Dates Each Action is to Be Accomplished	Resources Needed	Evaluation
A) Develop a collaborative teacher culture.	Continuous updating and reflection on Standards/curriculum maps using new standards	Teachers/Q-Comp	Beginning of the school year, and throughout	Current curriculum maps and standard binders	Curriculum maps
	Modify and implement common assessments (K-5)	Teachers	End of each unit	Time to develop on common preps and curriculum	Assessments
	Internal standardization of summative assessments during collaboration (6-12)	Teachers	After summative assessments	IB rubrics and internal standardization training (in house)	Assessments and teacher reflection
	Continue to use a co-teaching model	Teachers	Weekly	Time to develop lessons on common preps and curriculum -Staff development	Lesson to be taught Evals
	Use DuFour's PLC model to conduct PLC's moving to the "how"	Q-Comp, PLCs	Beginning of the year	DuFour's Staff Development/agendas	Staff development survey and PLC agendas
	Leadership team will coach teachers	Leads, Chairs, Consultants	Throughout the year	Varies from strategies to interventions to whatever is needed	Informal check-in / teacher end of the year evaluation
B) Implement a collaborative student culture.	Implement homeroom with emphasis on character ed (6-12)	Teachers	Throughout the year	Curriculum	Student survey
	Implement PBIS strategies (K-12)	Jeff S, PBIS committee, teachers	Throughout the year	PBIS training	Student and Teacher survey
	Evaluate development of	Admin and	June	Survey	Student survey



Strategy	Actions Required for Implementation	People Accountable for Action Step	Dates Each Action is to Be Accomplished	Resources Needed	Evaluation
	culture and homeroom (6-12)	Lead			
	Foster IB learning profile, adding student/ peer self reflection (K-12)	IB coordinators	August	Learning profiles and posters	Lesson plans
	Training for new staff in RC/DD for creating community within the school	Admin	August	Staff Development on RC/DD	Walkthroughs and informal observations
C) Implementation of differentiation strategies	Continued training	Diane Heacox Mary Slade	August, October, and throughout	Trainers Time designated	Classroom observation Evaluations of the training
	Pre assessments	Mary Slade	August, October, and throughout	Trainers Unit planners Pre assessments	Finished products Student work Increased achievement Walk throughs
	embedding within the unit plan	ALL staff IB Coordinator	Throughout	Strategies from training Co teaching Expertise from specialists/ support staff	Growth in student achievement Unit planners Walk throughs
D) Determine additional extracurricular activities	Survey students for ideas	Lead and Chairs	August/September	Survey	N/A
	Survey staff talents	Lead and Chairs	August/ September	Survey	



Strategy	Actions Required for Implementation	People Accountable for Action Step	Dates Each Action is to Be Accomplished	Resources Needed	Evaluation
E) Implement and foster student events	Host grade-specific assemblies	Grade-level homeroom teachers	Throughout the year	Gym and Auditorium Help with audio equipment	Student surveys
	Student Council, NHS, Cohort, and Positive Students in Action support leadership opportunities	Staff advisors Student members	Meet monthly	Ideas Admin approval	Event forms
	Create a school calendar with student events	Office staff, and coordinating heads (student council, IB, athletics, etc)	Monthly	Banner calendar, info given to office staff ON TIME Updated website with robust calendar functions	Student surveys; Parent feedback
	Communicate through multi media	All staff	Weekly	Updated website, Facebook and Twitter sites, schoolwide media policies added Student/Parent handbooks	Pre- and Post access to internet surveys with teachers and staff;

Goal V: Family

Target Goal: By Spring 2014, 85% of families who respond will report “satisfied” with school’s culture on the end of the year survey.



Strategy	Actions Required for Implementation	People Accountable for Action Step	Dates Each Action is to Be Accomplished	Resources Needed	Evaluation
A. Creating and improving communication methods with parents	Improve staff contact with parents via email and phone calls Get emails from parents and other communication during conferences, preference, on Elementary PDPs	Teachers Homeroom Teachers Checked with people accountable to ensure documentation for this	Throughout the year	Time	Parent surveys Conferences Teacher Binders ? what are results of previous surveys or parent feedback forms?
	Obtain updated parent information	Teachers, Office staff	Quarterly (at conf and in report cards)	Emergency info cards	Accurate Info on campus
	Secondary: Homerooms, MS Planners Parent signatures	Homeroom Teachers	Weekly – throughout the year	Planners	Family survey Survey results
	Update PSA website Teacher websites: link photos to teacher pages to their individual websites	Admin	August and throughout the year	Updated information for the website	Website
	PSA Facebook and Social Media pages with Analytics and Adjustments	Peg			
B) Home visits (elem)	Staff dev for home visits	Jeanene	August	Materials Script	Staff dev for home visits
	Visit homes of students	All staff	August (start communicating in summer or	Family Address/Assign staff to families Materials	Visit homes of all students Contact made on some but not all



Strategy	Actions Required for Implementation	People Accountable for Action Step	Dates Each Action is to Be Accomplished	Resources Needed	Evaluation
			month of August to returning students by using previous year's compiled list as option)		could have visits Starting earlier/more time? Use other forms to communications such as postcards, etc.?
B) Communication with families (sec)	Letter written	Each HR teacher Admin	August	Address lists Homeroom list	Letter
	Establish various forms of communication with families	Each HR teacher Admin	August		Family Contact Log
C) Increasing Family involvement	Enhance family events to include both social and academic events for families at school	Committees	Throughout the year	Survey information	Event Attendance



Goal VI: Green practices/environment concerns/community engagement (updated 7.13)

Targeted Goal: By Spring of 2014, PSA students will participate in various community and environmental activities.

Strategy	Actions Required for Implementation	People Accountable for Action Step	Dates Each Action is to Be Accomplished	Resources Needed	Evaluation
A) Develop environmental activities	Continued Action: School Garden in Spring 2014 with activities in Winter 2014 (see below)	Science teachers Youth Alliance Coordinator/Americorps	Winter, Spring, Summer, Fall,	Fundraising/ Donations *Farmers Market Summer School engagement	Plan is developed
	Continued action: Recycling paper	All stakeholders, NHS and/or student council	Throughout	Recycling Bins purchased for all classrooms and building areas	Less garbage pick up
	Developing action: Compost	Science teachers	Spring	Fundraising/ Donations	Plan is developed
	Developing action: Outdoor learning area improvement	Science teachers	Spring	Fundraising/ Donations	Plan is developed
	Developing action: Recycle beyond paper	All stakeholders, NHS and/or student council	Spring	Recycling Bins throughout building (common areas) monitored and managed by student council groups	Plan is developed
	Developing action: School grounds clean-up sessions	PLCs and Homerooms	Spring	Gloves, garbage bags, trash grabbers	Plan is developed
	Move to reusable lunch trays and silverware	Catering Admin and board approval	Winter/Spring	Dishwasher Staff to wash dishes	
	PSA expands its school garden	Youth Alliance Coordinator/Americorps	Winter/Spring	Garden creation and integrating a Hunger and Social Justice garden curriculum.	Plan is developed
B) Tree Trust Grant	Develop a "Green Team"	Tree trust employee, stakeholders	Fall	Stakeholders, input from Tree Trust	Plan is developed
	Develop a landscape plan	Tree trust employee, stakeholders	Fall/Winter	Grant funding, landscape plan, input from Tree Trust	Plan is developed
	Implement landscape plan	Tree trust employee,	Spring	Building supplies/Planting supplies	Landscape is



		stakeholders		Grant funding, landscape plan, input from Tree Trust	developed
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Glossary of Acronyms:

SIP – School Improvement Plan

NWEA – Northwest Evaluation Assessment

ELL – English Language Learners

RC – Responsive Classroom

DD – Developmental Design

WIDA – World-Class Instructional Design and Assessment