

Action Plan

(Directions: Develop measurable action steps/objectives/processes to achieve SIP goals to be monitored weekly, monthly, quarterly, as appropriate. Outline the actions chronologically and/or group action steps by function (e.g., data analyses, student interventions, staff development.)

School: Wyngate Elementary School Date: August 2009

SIP Goal/Objective (Annual Measurable Objective (AMO) 2009):

- Maintain or increase % of K-2 grade students in all subgroups meeting EOY benchmarks in reading according to MClass data.
- Maintain or increase % of students in grades 3-5 reading at or above grade level as measured by MCPS benchmarks.
- Maintain or increase % of students scoring proficient or advanced on the MSA (3-5)
- Maintain or increase % of students exceeding the 50th percentile on the T/N2 in reading & language.
 - Number of AA students exceeding the 50th percentile on T/N2 will increase from 67% to 75%
 - Number of HIS students exceeding the 50th percentile on the T/N2 will increase from 50% to 75%

Action steps/objectives/ processes Timeline	Person(s) Responsible	Resources Needed	Monitoring tools or data points (formative & summative)	Monitoring: Date and by whom	Results/Next Steps (include evaluation of processes for effectiveness and efficiency)
Use a variety of instructional models: whole group, small group and one to one.	<ul style="list-style-type: none"> • classroom teachers • resource teachers • reading initiative teachers • ESOL • Specialists • RS/SDT 	<ul style="list-style-type: none"> • coaching/training on best practices 	lesson plans	daily by teacher monthly by administrator	
Administer and analyze formative assessments	<ul style="list-style-type: none"> • classroom teachers • RS 	<ul style="list-style-type: none"> • MAP-R and MClass technology • MCPS assessments • MCPS curriculum 	MClass MAP-R	quarterly (minimum)	
Study My MCPS data and formative data folders to create small groups for instruction based on identified areas of student need	<ul style="list-style-type: none"> • classroom teachers • resource teacher • RS/SDT 	Data <ul style="list-style-type: none"> • My MCPS • Running records, BCRs, anecdotal records, data notebooks, exit cards, teacher assessments, etc. 	lesson plans	weekly by teacher monthly by teams	
Vertical articulation meetings will be scheduled to discuss strengths	<ul style="list-style-type: none"> • classroom teachers 	<ul style="list-style-type: none"> ▪ coordinated 	master calendar	End of 3 rd quarter by RS/SDT	

and needs as identified through student performance will be identified and thereby modifications in instruction can be made.	<ul style="list-style-type: none"> • resource teacher • ESOL teacher • Reading Initiative teachers 	<ul style="list-style-type: none"> time ▪ data 			
Action steps/objectives/ processes Timeline	Person(s) Responsible	Resources Needed	Monitoring tools or data points (formative & summative)	Monitoring: Date and by whom	Results (include evaluation of processes for effectiveness and efficiency)
Teams will analyze student data monthly in meetings to identify and discuss students not meeting or exceeding benchmarks.	<ul style="list-style-type: none"> • classroom teachers • RI teachers • RS/SDT • Resource teacher • ESOL teacher 	<ul style="list-style-type: none"> • data • team meeting time 	anecdotal records running records MClass MAP-R tests, quizzes, data notebooks, BCRs, exit cards, etc.	monthly by teams	
Elicit student feedback using "Plus/Delta" charts frequently throughout the year.	<ul style="list-style-type: none"> • classroom teachers • RI teachers • RS/SDT • Resource teacher • ESOL teacher 	<ul style="list-style-type: none"> • chart paper • sticky notes 	visible charts walk throughs	monthly by teacher weekly/monthly by SDT during observations by administrator	
Students who do not exhibit progress in reading will be discussed with the support team and "action plans" will be developed and followed-up upon to ensure student success.	<ul style="list-style-type: none"> • classroom teachers • RI teachers • RS/SDT • Resource teacher • ESOL teacher • Support team members 	<ul style="list-style-type: none"> • body of evidence 	anecdotal records running records MClass MAP-R tests, quizzes, data notebooks, BCRs, exit cards, etc. support team calendar	monthly or as support team schedule/calendar permits	
Implement a school wide reading incentive program	Media Specialist Media Assistants	books prizes volunteers donations	student record sheets bulletin board announcements participation data My MCPS data	2 nd semester by media specialist	
Monitor at-risk subgroups and SIP goals at monthly leadership meetings.	grade level teams SDT/RS	SIP	team meetings My MCPS data data folders	quarterly at team meetings by team leader	

				bi-annually as a staff	
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