

EVERGREEN COMMUNITY CHARTER SCHOOL SCHOOL IMPROVEMENT PLAN 2011-2012

Leadership Team: School Improvement Team Co-Chairs: Jo Motzko, Marni Fruge

Target Area for Improvement: Increasing growth of student learning and performance in English Language Arts, Mathematics, Science, Social Studies, Technology and Environmental Education.

Improvement Goals:
 All students will increase skill in the writing trait of conventions.

All students will create collaborative technological multimedia products for at least one expedition that communicate understanding of one guiding question.

All students will demonstrate growth in reading skills.

All students will demonstrate growth in mathematical skills.

Expectations for Student Learning: Improve student growth & performance in using conventions of writing. Increase students' competency in creating multimedia products. Demonstrate growth in reading and math skills.

Targeted Participants: All Evergreen students.

Data Supporting Need: MAP, EOG, AdvancEd accreditation report, Student Portfolios & work samples, Service-Learning Assessment, student and Crew leader Crew surveys, Parent surveys.

Interventions:
Instruction: Continued use of reading, spelling and math programs; enhanced use of writing short assignments and writing conferences.
Assessment: Teachers will use writing prompts, MAP, EOG, formative classroom assessments and evaluation of final products to measure student growth and achievement. Additionally, teachers will create rubrics for multimedia products and use 6+1 Traits of Writing rubric for written work. Progress reports will be revised to separate spelling as a targeted skill.
Professional Development: PLCs; Division Meetings; curriculum re-design, use of technology for teaching and learning,

Evaluation: Student Led Conference Feedback, Parent Surveys, MAP, EOG, & EVAAS data, student work samples, 21st Century Goals, conferencing data from Readers Workshop, student intervention plans, Teacher Evaluations, Professional Learning Community,

Challenge: Addressing current needs while preparing teachers and students for next year's curricular changes.

Action Steps	Persons Responsible	Deadlines	Resources Needed to Complete Tasks	Monitoring Process
School Improvement Oversight				
Review Leadership Team's action plans for: NCSCoS Standards, 21 st Cent. Goals, Professional Development, Interventions, balance, monitoring process, progress, timeline, attainability and alignment with root causes.	SIT Team	9/22/11	Copies of action plans Breakthrough Text p. 77 Table 3.5	Notation and discussion. Recommendations made and returned to leadership teams.
Review SIT's Action Plan and SIP	SIT	9/22/11	Draft of Action Plan and SIP	Digital Copy
Provide feedback to Leadership Teams	SIT	9/23/11	Breakthrough Text p. 77	

on Action Plans			Table 3.5	
Update school profile.	Susan, Cameron, Jason, Robin, Peggy, others as needed	10/27/11	Profile Data & Information Breakthrough Text p. 49-52	Completed Profile. Breakthrough Text "Assessment for Profile" p. 52
Approve updates to Profile	SIT	11/16/11	Updated profile	Minutes, completed profile; Breakthrough Text "Assessment for Profile" p. 52
Review progress of leadership teams. Monitor implementation interventions.	SIT	11/16/11 1/25/12 2/22/12	Action Plans Breakthrough Table 3.7 p. 80 Breakthrough Item 13C p.83	Note completion or outcomes of action plans; make recommendations to Leadership Teams for any adjustments of interventions needed
Review new data to assess interventions and targets/Monitor students and their performance.	SIT	3/21/12	MAP data, reading assessments, student intervention plans. Breakthrough Table 3.8 p.81	Profile or Report
Monitor school effectiveness.	SIT	4/25/12	Breakthrough Table 3.9 p. 82 Professional Development Summary Faculty & Division Meeting Agendas Budget Report	Notes to Questions in Table 3.9
Monitor School & Community Contexts	SIT	5/23/12	Breakthrough Table 3.10 p. 83	Notes to Questions in Table 3.10
Assess "Plan & Implementation" of SIP	SIT	5/23/12	SIP, SIT agenda & notes	Completed Assessment for Plan & Implementation. Breakthrough p. 87-88
Profile Results	SIT	Summer 2012 SIT Retreat	Breakthrough table 4.1 p. 91	Notes to questions in table
Analyze student performance	SIT	Summer 2012 SIT Retreat	Breakthrough table 4.3 p. 97	Notes to questions in table
Document Student performance results	SIT	Summer 2012 SIT Retreat		Data wall
Evaluate success of Interventions	SIT	Summer 2012 SIT Retreat	Breakthrough Tool 16, p. 106	Notes to questions in table
Review surveys, MAP, EL implementation review, and other data to identify school improvement goals for 2011-2012	SIT	Summer 2012 SIT Retreat	MAP, EOGs, EVAAS, survey reports, EL Implementation Review	Written school improvement goals, root cause analyses, suggested actions
Title I and Transitions				
Convene an annual meeting, on the 4th Thursday of September, to which all parents of Title I children shall be invited and encouraged to attend, to inform parents of their school's participation in Title I, explain the requirements of Title I and the	Title I Coordinator	9/29/11	Title I Parent Compact; Title I Parent Involvement Policy	Meeting minutes; sign-in sheet.

right of the parents to be involved, curriculum and assessment, plan, review, and improvement of Title I programs and parent involvement policy				
Review with parents a school-parent compact that outlines how parents, the entire school staff, and students will share responsibility for improved student achievement.	Title I Coordinator	9/29/11	Parent Partnership Agreement	Parents and teachers will review and sign the compact at the beginning of each school year.
Provide Title I parents a description and explanation of the curriculum in use at the school; a description and explanation of the forms of academic assessment used to measure student progress; and explanation of the proficiency levels students are expected to meet	Title I Coordinator, teachers, director	Orientation Day, student-parent-teacher conferences	Website Community Handbook Director's letters	Title I annual meeting agenda, sign in sheet Community handbook Director's letters
Offer parent education sessions to parents based on parent interest survey	Title I Coordinator, Parent Education Committee	Parent Ed sessions – dates TBD by survey	Communication vehicles	Agendas, sign-in sheets
Maintain and update Title I section of the website	Title I Coordinator,	Aug 2011- May 2012	Title I documents, links	Current web page
Hold Kindergarten Orientation for parents and rising kindergarteners	Kindergarten teachers	May 2012	Strategies for getting children ready for kindergarten, Recommendations for handwriting readiness summer activities	Agenda Sign in sheet
Hold middle school orientation for fifth graders and their parents	Middle school admin and teachers	May 2012		Agenda Sign in sheet
Prepare eighth graders for high school by arranging tour/info session at Asheville High and Reynolds High, notifying parents of high school choices and when their information sessions are offered, meet with Asheville High teachers to discuss how to better prepare Evergreen's students for high school.	Middle school admin, guidance counselor and teachers; Asheville High & Reynolds High admin	April 2012	School registration packets	Trip calendar
Essential Standards				
Present tools and resources for examining Essential Standards and Common Core to teachers	Jo M, Marni, Kathy N, Susan	8/24/11	Compilation of resources gathered at DPI training in July	Sign in sheet, list of resources
Present Revised Bloom's Taxonomy to Leads, Enrichments, EC teachers	Cameron, Jason	8/29/11	Slides showing comparisons of old to revised Blooms	Slide show
Begin examination of Essential Standards for	Lead teachers	8/29/11	Essential Standards	Drafts of Expedition Change

science and social studies and determine impact on existing expeditions			crosswalks, unpacking documents, Expedition Change forms	sheets
Begin examination of Essential Standards for Health and PE and determine impact on existing curriculum guide	Susan, Kriya, Jo S	8/29/11	Essential Standards, crosswalks, unpacking documents, current Personal Development Matrix	Notes from meeting
Complete Expedition Change sheets	Lead teachers	9/14/11	Essential Standards, crosswalks, unpacking documents, Expedition Change Sheets	Completed Expedition Change sheets
Compare science and social studies essential standards with other grades based on Expedition Change sheets	Lead teachers	10/5/11	Essential Standards, crosswalks, unpacking documents	Sign in sheet; Associate Directors will check in with each grade to be sure they have done or will be doing this
Identify issues, topics and Social Studies/Science Essential Standards and products to include in expeditions	Lead teachers, EL School Designers	10/31/11	Essential Standards, existing progress reports	Written 1 st draft
Write 1st draft of Power Targets for art, music, PE, technology Essential Standards	Enrichment teachers, EL School Designers	10/31/11	Essential Standards, existing progress reports	Written 1st draft
Review 1st drafts of Power Targets for art, music, technology	Susan	10/31 to 11/2/11	Written 1st drafts	Written comments on drafts given back to teachers on 11/2/11
Finalize new Power Targets for art, music, PE, technology	Enrichment teachers	11/21/11	1st drafts with written comments from reviewers	Written final power targets
Redesign expeditions to align with Essential Standards (Science, Social Studies)	Lead teachers, EL School Designers	11/21/11	Essential Standards, crosswalks, unpacking documents, expedition binders	
Review 1 st drafts of Power Targets for Science and Social Studies	Cameron, Jason, Marni, Jo M, Kathy	11/21 to 12/6	Written 1 st drafts	Written comments on drafts given back to teachers on 11/2/11
Review redesigned expedition plans for interim approval	Cameron, Jason, EL School Designers	11/28 – 12/6/11	Expedition plans and time tables, expedition rubric	Completed rubric with notes returned to teachers
Finalize new Power Targets for Science and Social Studies	Lead teachers	12/7/11	1 st drafts with written comments from reviewers	Written final power targets
Complete changes to art, music, PE, technology curricula	Kevin, Jo S, Mary Ann, Sue	9/14/11 to 12/12/11	Essential Standards, crosswalks	

			unpacking documents,	
Redesign art, music, PE, technology, integration components of expeditions	Lead teachers, enrichment teachers	9/14/11 to 12/12/11	Essential Standards, crosswalks, unpacking documents, expedition binders	
Complete changes to Personal Development curriculum	Kriya, Jo S, Melissa, Susan	12/12/11	Essential Standards, crosswalks, unpacking documents, current Personal Development Matrix	Revised Personal Development matrix
Common Core				
Present overview of changes to NC SCoS in the Common Core (Math and English Language Arts)	Marni, Jo M. In Divisions	1/4/12	Common Core documents	
Host "Common Grounds" discussion about common core for other regional charter schools	SIT, Hospitality Committee, DPI Consultants (?)	3/7/12	Common Core documents, guiding questions	Agenda and sign in sheet
Peer review of redesigned expeditions	EL School Designer facilitates; teachers	2/27/12	Tuning protocol, expedition plans	Agenda
Communicate to parents the upcoming changes to curriculum via Howl, digital links in Scoop, Director's letter	Cameron – Howl Articles Jennifer K-Digital Links Susan – Director's Letter	9/11-6/12	Howl, Scoop, Director's letter, list of digital resources	Copies of publications
Professional development on Common Core and Essential Standards	Lead teachers, Enrichment teachers, EC teachers	9/11-6/12	DPI Modules	CEU certifications of completion
Create month-by-month curriculum map for English Language Arts Common Core	k-4 teachers	1/3/12 to 3/26/12	English Language Arts Common Core, calendars	Curriculum map turned in to "go to" persons (K-Kathy N., 1-2 Jo M., 3-4 Cameron)
Hold collaborative planning meeting with PAL and EC teachers to plan for differentiation of ELA Common Core lessons	k-4 teachers, PAL teacher, EC teachers	3/26/12 to 4/9/12	ELA Curriculum Map	Notes/amendments to curriculum map
Create month-by-month curriculum map for Math Common Core	k-4 teachers	4/11/12 to 5/9/12	Math Common Core, calendars	Curriculum map turned in to "go to" persons (K-Kathy N., 1-2 Jo M., 3-4 Cameron)
Hold collaborative planning meeting with PAL and EC teachers to plan for differentiation of Math Common Core lessons	k-4 teachers, PAL teacher, EC teachers	5/9/12 to 5/14/12	Math Curriculum Map	Notes/amendments to curriculum map
Create month-by-month	5-8 teachers	1/3/12 to	English Language	Curriculum map

curriculum map for English Language Arts and Math Common Core		5/14/12	Arts and Math Common Core, calendars	turned in to "go to" persons (5-Cameron, 6-8 Jason)
Hold collaborative planning meeting with PAL and EC teachers to plan for differentiation of ELA and Math Common Core lessons	5-8 teachers, PAL teacher, EC teachers	5/9/12 to 5/14/12	ELA and Math Curriculum Maps	Notes/amendments to curriculum maps
Conventions of Writing				
Focus on application and assessment of spelling lessons (patterns)	Teachers 1-8, Jen W	8/11-6/12		
Separate spelling from rest of conventions on progress reports	Teachers	10/24/11	Progress reports	Revised progress reports
Create, post and use a k-8 scope and sequence for grammar and usage	k-2 Jo M 3-5 Cameron 6-8 Mike, Jo M	By 11/21/11	ELA Common Core	Walkthrough observations for accountability
Create, post and use a k-8 scope and sequence for punctuation	k-2 Jo M 3-5 Cameron 6-8 Mike, Jo M	By 11/21/11	ELA Common Core	Walkthrough observations by Team Leaders for accountability
Create, post and use a k-8 scope and sequence for capitalization	k-2 Jo M 3-5 Cameron 6-8 Mike, Jo M	By 11/21/11	ELA Common Core	Walkthrough observations by Team Leaders for accountability
Create editing checklists for students to use when checking their work	Jennifer K? Peggy	1/31/12	ELA Common Core, scope and sequences	Completed checklists
Post checklists in classrooms that students are responsible for using when editing their work	Associates	2/1/12	Poster materials	Posted checklists
Use specific writing assignments to focus on conventions (shorter, more frequent)	Teachers	On going	Scope and sequences, rubrics	Samples of writing assignments turned in to Team Leader
Provide professional development on peer conferencing protocols	EL School Designers, teachers	1/17/12 OR 4/30/12	Conference protocol	Copies of protocols, samples of writing assignments before and after peer conference
Use of programs such as Daily Oral Language or Daily Language Review, and Wilson and Sondag.	Teachers	ongoing	DOL, DLR, Wilson, Sondag materials	Walkthrough observations, notes in Care Team meetings re: interventions
Service Learning				
Use rubric to assess service learning plans and outcomes and to guide changes in development	Teachers and Crew leaders, Associate Directors, EL School Designers	Ongoing as service learning is integrated into expeditions, and when it is	Service Learning Rubric	Summary chart of completed service learning rubrics collected throughout the year

		completed		
Complete service learning report for each service learning project	Teachers and Crew leaders, Associate Directors	Ongoing as service learning is completed	Service Learning Report template	Reports are completed and turned in to Associate Directors

Leadership Team: Environmental Education Chair: Terry Deal
Target Area for Improvement: EE Curriculum
Improvement Goal: To establish an ongoing Environmental Education sequence in grades k-8, linked to the NCSCS and NAAEE strands.
Expectations for Student Learning: Students will experience a sequential, experiential, skills based, action oriented Environmental Education program throughout K-8 at Evergreen.
Targeted Participants: Students in grades k-8
Interventions:
Curriculum: The EE committee will complete the EE at Evergreen Curriculum Map, aligning the NAAEE strands with next year's Science Essential Standards.
Assessment: Redesigned or newly designed Expeditions will be evaluated for inclusion of the Essential Standards and a variety of instructional methods.
Professional Development: NAAEE standards
Evaluation: Expedition rubric
Challenge: Addressing current needs while preparing teachers and students for next year's curricular changes.
Data Supporting Need: Interviews by grade level, EE matrix

Action Steps	Persons Responsible	Dead-lines	Resources Needed to Complete Tasks	Monitoring Process
Reformat the EE at Evergreen Curriculum Map into a model that is engaging and informative	Chris, Terry, Ona	9/26/11	NAAEE standards, NC SCoS, Essential Standards, EL benchmarks book	Completed Curriculum Map
Present EE at Evergreen Curriculum Map to teachers to guide their expedition re-designing	Terry, Chris	9/26/11	EE at Evergreen Curriculum Map	Essential Standards sign in sheet
Invite NAAEE expert to review and provide input for re-articulated NAAEE standards	Terry, NAAEE expert	11/30/11	EE at Evergreen Curriculum Map	Comments & recommendations from expert
Meet with grade level teams using Tea Party forum to inform changes necessary on EE at Evergreen Curriculum Map	Terry, Chris	5/30/12	EE at Evergreen Curriculum Map	Scheduled meetings
Make changes to EE at Evergreen Curriculum Map	Terry, Chris	5/30/12	EE at Evergreen Curriculum Map, notes from Tea Party meetings	Revised EE at Evergreen Curriculum Map
Provide professional development on NAAEE standards to EE Coordinator	Terry	10/12/11	NAAEE Conference registration	Agendas, network opportunities

Leadership Team: Technology Chair: Matt Stollenwerk
Target Area for Improvement: Use of technology for teaching and learning
Improvement Goal: Increased familiarity, skill and use of technology by teachers and students
Expectations for Student Learning: All students will create collaborative technological multimedia products for at least one expedition that communicate understanding of one guiding question.
Targeted Participants: All students and classroom teachers k-8

Interventions:

- *Instruction:* use of online resources, technology, communication vehicles, collaboration tools
- *Assessment:* professional development evaluations, multimedia product rubric
- *Professional Development:* PD on various tools to use for incorporating technology in teaching, collaborating, communicating and learning.

Evaluation: Multimedia product rubric, teacher surveys, parent surveys, student portfolios

Challenge: Ensuring teacher buy-in for adopting technology

Data Supporting Need: School mission, School-wide Goals for 2011-2012, 21st Century skills

Action Steps	Persons Responsible	Deadlines	Resources Needed to Complete Tasks	Monitoring Process
Professional development on: Gmail Using projectors Google Calendar Google Docs Movie making Projector activities Microsoft Office Power Point, Prezi Microsoft Office Excel Managing digital photos, Animoto	Kevin, Matt S, Cameron, Jason	8/12/11 9/19/11 10/14/11	Computer lab, mobile lab	Agendas, handouts, evaluation forms, sign in forms
Create system/structure for "bring your own device" climate	Matt C	9/15/11		Written statement of responsibilities of users and responsibilities of school IT staff
Provide instruction to 8 th grade students on use of Google Docs	Kevin	9/11-6/12	Computer lab	Progress reports
Establish technology coaches for each division	?? Jo, Eli, Stuart, Jen			
Provide refreshers/follow up professional development	Kevin, Matt S, Cameron, Jason	10/14/11-6/16/12	Time during faculty meetings	Agendas, sign in sheets
Improve communication using technology	Kevin, student reporters	9/26/11-6/8/12	Video Recording, mixing, broadcasting technology	
Establish In-class technology "experts" to assist students who are challenged with technology	Teachers, Team leaders	10/26/11 Division Mtg	Individual student assessments to determine skills mastered	Written list of "experts"
Provide mini lessons for whole class instruction in math and reading using technology	Kevin, teachers	On going		Running list of lessons provided (learning target, class)
Create multimedia product rubrics	Kevin, teachers, EL School Designers	11/30/11		Completed rubrics
Provide training on use of laptop cart, cameras, video cameras, and other technology for students and staff	Kevin, Matt C,	Scheduled individually prior to use	Available technology	Running list of training provided (on what, to whom)
Weed out obsolete technology resources-computers, cameras, etc	Matt C, Laura B	On going		Technology Inventory list
Encourage at-home typing practice with school keyboards provided to students who need them	Teachers, Kevin	On going	Extra keyboards	

Communication to parents and broader community what the technology standards are and how we are meeting them in developmentally appropriate & hands on/interactive ways	Kevin, Jennifer K, Jen W,		Website, parent meetings, Howl articles	
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