



**FOR USE IN ADVANCING “HIGH LEVERAGE ADULT WORK”
FROM THE DISTRICT TO THE SCHOOL LEVEL (DIP → SIP)
SILVER LANE ELEMENTARY SCHOOL**

2012-2013

High Leverage Work:

- Silver Lane Elementary School will ensure high quality curriculum and instruction with an emphasis on literacy and mathematics at every grade level for all students.

SIP Action Plan Strategies	School Process Steps	Data Sources for Results Indicators
<p>1. Implement the Common Core Standards Based curriculum documents in ELA, mathematics, social studies and science including English Language Learner (ELL) Frameworks, pacing guides and assessments.</p>	<ul style="list-style-type: none"> • Implement and monitor K-5 balanced literacy program that includes a 90 minute literacy block with emphasis on a Guided Reading Model. • Implement and monitor K-5 math units with focus on math vocabulary and problem solving. • Integrate the explicit teaching of the writing process across the curriculum. • Monitor the adherence to the district curriculum and instruction pacing guides. • Integrate Effective Teaching Strategies Higher Order thinking skills and technology across the curriculum. • Monitor year 3 of Co-Teaching Model in grades K-5 	<p><u>Document Review:</u></p> <ul style="list-style-type: none"> • Jan Richardson, The Next Step in Guided Reading • District Curriculum and Pacing Guide <p><u>Observable Adult Practice:</u></p> <ul style="list-style-type: none"> • Instructional/SWDT Meetings • Weekly classroom visits, Teacher observations • SET/Instructional Walkthroughs, 3 times annually <p><u>Student Achievement Measure:</u></p> <ul style="list-style-type: none"> • CFA Performance Data, Writing Prompts LAS Links • DRA , Fall, Winter, Spring review • Review of CMT data, Fast Math, Fraction Nation Data • Universal Math Assessments • Sub group performance analysis
<p>2. Implement the Scientific Research Based Intervention model across the school that addresses curriculum and instruction while ensuring effective instruction for all learners.</p>	<ul style="list-style-type: none"> • Provide additional 45 minute intervention block within master schedule • Monitor year two of SRBI practices in literacy and math • Develop and implement Tier II, III, SRBI behavior management strategies/plans. 	<p><u>Document Review:</u></p> <ul style="list-style-type: none"> • Review of SRBI District Manual <p><u>Observable Adult Practice:</u></p> <ul style="list-style-type: none"> • SET/Instructional Walkthroughs, Teacher observations • EIP Plans, EIP Meeting reviews <p><u>Student Achievement Measure:</u></p> <ul style="list-style-type: none"> • Tier II, III Intervention data • Review of DRA, CMT data, Lexia and Foundations data • Sub group performance analysis
<p>3. Develop and provide appropriate professional development based on needs as indicated through Instructional Rounds/SET visits, surveys, and professional committee input.</p>	<ul style="list-style-type: none"> • Technical assistance by Sonya Kunkel to establish Tier II, III SRBI Behavior Strategies. • Instructional coaching and technical assistance by David Cormier. • Literacy Coach and Principal supporting teachers with implementation of Guided Reading Model. • Benchmark Education to work with staff on guided reading, using leveled text, small group intervention in literacy. • Executive Coach, Jan Tirinzoni assigned to work with Principal for administrative support with instructional practice and resource. 	<p><u>Document Review:</u></p> <ul style="list-style-type: none"> • Professional Development School Calendar, Teacher P.D. surveys <p><u>Observable Adult Practice:</u></p> <ul style="list-style-type: none"> • SET/Instructional Rounds, lesson plans, Teacher observation, EIP plans <p><u>Student Achievement Measure:</u></p> <ul style="list-style-type: none"> • Intervention data for academics for Tier II, III • Intervention data for discipline referrals for Tier II, Tier III

High Leverage Work:

- Silver Lane Elementary School will ensure a positive social and emotional climate for all students, staff and families in every classroom across the school.

SIP Action Plan Strategies	School Process Steps	Document Review:
<p>1. Assure consistency of implementation of the National School Climate Standards established by the National School Climate Council.</p>	<ul style="list-style-type: none"> • Implement and monitor our school's Safe School Climate Action Plan • Train twenty Peer Mediators to establish a Conflict Resolution Program. • Implement Second Step Program during daily morning meetings in K-5. 	<p><u>Document Review:</u></p> <ul style="list-style-type: none"> • Safe School Climate Plan, Second Step Program <p><u>Observable Adult Practice:</u></p> <ul style="list-style-type: none"> • SET/Instructional Walkthroughs, 3 times annually • School Governance minutes <p><u>Student Achievement Measure:</u></p> <ul style="list-style-type: none"> • Student, staff, parent climate surveys • Discipline data
<p>2. Assure consistency of implementation of Positive Behavioral Interventions and Supports (PBIS) using Scientific Research-Based Intervention/Response to Intervention (SRBI/RtI) model.</p>	<ul style="list-style-type: none"> • Conduct trimester P.B.I.S. meetings with School Wide Data Team to review data and action plan. • Conduct bi-monthly meetings to review E.I.P. (Early Intervention Plan) and B.I.P. (Behavior Intervention Plan) • Present monthly P.B.I.S. Silver Wolves Celebration to recognize student success. • P.B.I.S. set will be conducted by District Personnel. 	<p><u>Document Review:</u></p> <ul style="list-style-type: none"> • Silver Lane's P.B.I.S. Plan, Parent/Teacher Handbook <p><u>Observable Adult Practice:</u></p> <ul style="list-style-type: none"> • P.B.I.S./SET data, classroom/school rules visible around school, Parent Participation <p><u>Student Achievement Measure:</u></p> <ul style="list-style-type: none"> • Student survey data • Discipline data • E.I.P. Action plan data • Peer Mediation data
<p>3. Review of Discipline Management Systems/Administrative Guidelines</p>	<ul style="list-style-type: none"> • P.B.I.S. Team will conduct monthly faculty meeting review of discipline referrals. (specifically, types, frequency of behavior, location of problems) 	<p><u>Document Review:</u></p> <ul style="list-style-type: none"> • School monthly discipline reports, Parent/Teacher Handbook <p><u>Observable Adult Practice:</u></p> <ul style="list-style-type: none"> • SET Walkthroughs, class/room referral data <p><u>Student Achievement Measure:</u></p> <ul style="list-style-type: none"> • Review reduction in discipline referrals, and number of in-school and out-of-school suspensions
<p>4. Define, improve and increase parent engagement.</p>	<ul style="list-style-type: none"> • Develop a school calendar for parent engagement activities • Maintain bimonthly School Governance Meetings • Distribute bimonthly newsletters • Submit news articles to various newspapers • Update Silver Lane's website monthly • Continue partnership with Mega Education's "Time To Read" Program 	<p><u>Document Review:</u></p> <ul style="list-style-type: none"> • School Governance minutes <p><u>Observable Adult Practice:</u></p> <ul style="list-style-type: none"> • Maintain attendance records on all events <p><u>Student Achievement Measure:</u></p> <ul style="list-style-type: none"> • Student and parent climate surveys • Number of students participating in "Time To Read" Program

High Leverage Work:

- Silver Lane Elementary School will bring the work of your school and instructional data teams to a high level of proficiency.

SIP Action Plan Strategies	School Process Steps	
<p>1. Sustain a system of continuous improvement by bringing the work of the data teams, school and instructional, to exemplary.</p>	<ul style="list-style-type: none"> • Establish a calendar of instructional and school wide data team meetings. • Maintain IDT and SWDT minutes and Data Team notebooks. 	<p><u>Document Review:</u></p> <ul style="list-style-type: none"> • School and District Improvement Plan • CSDE survey <p><u>Observable Adult Practice:</u></p> <ul style="list-style-type: none"> • SWDT Standards Review <p><u>Student Achievement Measure:</u></p> <ul style="list-style-type: none"> • N.A.
<p>2. Strengthen communication between the District, School, and Instructional Data Teams to enhance the District's holistic accountability system.</p>	<ul style="list-style-type: none"> • Maintain accountability model by submitting IDT and SWDT minutes. • Provide presentation for annual D.D.T. visit. • Compare last year's IDT, SWDT CSDE survey with 2012-2013. 	<p><u>Document Review:</u></p> <ul style="list-style-type: none"> • IDT and SWDT reporting templates. <p><u>Observable Adult Practice:</u></p> <ul style="list-style-type: none"> • IDT, SWDT reporting templates • Visits with D.D.T. <p><u>Student Achievement Measure:</u></p> <ul style="list-style-type: none"> • N.A.