Seminole County Public Schools Action Plan

**School/Team/Department: Rock Lake MS**

**Action Plan Concern: Writing**

**Action Plan Measurable Goal: Increase 3.5 Mean Score to 3.8**

**Current Data: 3.5 Mean Score**

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| **Action Timeline** | **Person Responsible** | **Resources Needed** | **Evidence of Implementation** | **Monitoring:**  **Date and by Whom** | **Results:**  **Evaluation of processes for effectiveness and efficiency** |
| 1. Writing Data Review and Expectations PD | Adm.: Pitters | 2013 FCAT Writes Data | PD Agenda and Exit Slips | 8/6/13: Adm. | Adm. Walkthroughs |
| 2. Review of Individual Student Goal Tracking | Adm.: Pitters | Goal Tracking Sheet | LA PLC Notes with Data Review | 8/20/13: Adm. | Adm. Walkthroughs, PLC Data Review |
| 3. Intensify the writing process in all LA classes by affording the students pre-writing and planning techniques, rough and final drafting rules, and revising, peer editing, and publishing opportunities. | Adm., LA teachers, literacy coach | Staffing  Training  Inst. Materials | LA Lesson Plans, Adm. Walkthroughs | 8//30/13: Adm. | PMA Assessments, Adm. Walkthroughs,  PLC Agendas, Notes, Data Review |
| 4. Provide opportunities for Special Ed. Teachers to plan with general ed. Teachers to align curriculum requirements to strategies for poor writers. | Adm., ESE teachers, literacy coach | Staffing  Training  Inst. Materials | PLC Agendas and Notes | 8/30/13: Adm. | PMA Assessments, PLC Agendas, Notes, Data Review |
| 5. Use rubrics using the “FAB 4” in all content areas to train students for expository and persuasive essay writing. Continue to improve conventions with proper spelling and grammar in all content areas. | Adm., teachers, literacy coach | Staffing  Training  Inst. Materials | Lesson Plans, Adm. Walkthroughs | 9/30/13: Adm. | PMA Assessments, PLC Agendas, Notes, Data Review Adm. Walkthroughs |
| 6. Expand Marzano vocabulary techniques in all content and elective courses to build student vocabulary proficiency (BAV) | Adm., teachers, literacy coach | Staffing  Training  Inst. Materials | Lesson Plans, Adm. Walkthroughs | 9/30/13: Adm. | PMA Assessments, Adm. Walkthroughs PLC Agendas, Notes, Data Review |
| 7. Use a writing assessment (PMA) with all 8th grade students during the first and second quarters of school to identify students who need assistance with the writing process. | Adm., LA teachers | Staffing  Training | PMA Writing Assessment | 1 and 2nd Quarter: Adm. | PMA Assessments |
| **Action Timeline** | **Person Responsible** | **Resources Needed** | **Evidence of Implementation** | **Monitoring:**  **Date and by Whom** | **Results:**  **Evaluation of processes for effectiveness and efficiency** |
| 8. LA PLC review 2013 PMA student essays to identify errors and plan instruction. | Adm., LA teachers, literacy coach | Staffing  Budget | LA PLC Agendas with Data Review Notes | 1 and 2nd Quarter: Adm. | LA PLC PMA Data Review |
| 9. “Ante Up” target set by LA staff based on student scores from the first PMA, then from the second PMA. | Adm., LA teachers, literacy coach | Staffing  Inst. Materials | LA PLC Agenda and Notes | 1 and 2nd Quarter: Adm. | LA PLC Agenda, Notes, PMA Data Review |
| 10. Implementation and daily monitoring of instruction that allows students multiple opportunities to practice writing. | Adm., teachers, literacy coach | Staffing | Lesson Plans, Adm. Walkthroughs | 2013-2014: Adm. | Adm. Walkthroughs, PLC Data Review |
| 11. Classroom Teachers Expectation to use reading, writing, speaking, listening in every class, every day to increase effectiveness of teaching and learning. On-going discussion of student writing progress monitoring, improvement focus and instruction to meet new demands. | Adm., teachers, literacy coach | Staffing  Training  Inst. Materials | PLC Agendas and Notes, PD Presentation, Lesson Plans, Adm. Walkthroughs | 2013-14: Adm. | PMA Assessments, DE, FCAT, PLC Data Review, Adm. Walkthroughs, |
| 12. District Professional Development for all 8th grade LA teachers in writing. | Adm., LA teachers, literacy coach | Staffing  Training  Inst. Materials | LA Lesson Plans, Adm. Walkthroughs. PLC Agendas and Notes | 10/1/13: Adm. | PMA Assessments, DE and FCAT, Continuous Improvement Plan |
| 13. District Professional Development for all new 8th grade LA teachers in 6 plus 1 traits writing. | Adm., LA teachers, literacy coach | Staffing  Training  Inst. Materials | New Teacher LA Lesson Plans, Adm. Walkthroughs PLC Agendas | 10/1/13: Adm. | PMA Assessments, DE and FCAT Data Review, Continuous Improvement Plan |
| 14. Differentiate instruction per PMA results | Adm., LA teachers, literacy coach | Staffing  Training  Inst. Materials | LA Lesson Plans, Adm. Walkthroughs, PLC Agendas and Notes | 1 and 2nd Quarter: Adm. | PMA Assessments, DE and FCAT Data Review, Adm. Walkthroughs, Continuous Improvement Plan |
| 15. Administration will monitor fidelity to school writing action plan. | Adm. | Staffing  Training  Inst. Materials | Lesson Plans, Adm. Walkthroughs | 2013-2014: Adm. | PMA Assessments, DE and FCAT Data Review, Continuous Improvement Plan |
| 16. District Professional Development for all LA 8th grade teachers in writing as a follow-up to September trainings. | Adm., LA teachers | Staffing  Training  Inst. Materials | LA Lesson Plans, Adm. Walkthroughs, PLC Agendas and Notes | 2nd Quarter: Adm. | PMA Assessments, DE and FCAT Data Review, Continuous Improvement Plan |