

## MCSD School Improvement Plan - DISTRICT

**Goal Area - Team/Teacher:** Literacy Achievement

**Revision Date:** 10.16.2004

**GOAL #2:**

**Measurable Objective:**

**Target Population:**

Produce a seamless system of data entry and retrieval that allows the tracking of student achievement and progress which allows teachers to provide the optimal learning environment for each student by August, 2004.

1. Update all reading record sheets and records of contributing information in progression for K-4 to 5-6 to 7-8 ending with the 9-12 level.

Grades 1-4

Strategies to Accomplish Objectives	Timeline Responsible Person	Evaluation Method	Complete
1 Have Literacy Coordinators review current K-4 documents which have been updated by Janele, Janet and Joel and redesigned on the computer by Marlene	Sept, 2003 - Nov, 2003  K-4 Literacy Coordinators	Compilation of data on appropriate forms	<input checked="" type="checkbox"/> Yes
2 Lay out the revised K-4 documents and create corresponding documents at the 5-6 level	Oct, 2003 - May, 2004 K-4 and 5-6 Literacy Coordinators, Marlene, and Joel	Compilation of data on appropriate forms	<input checked="" type="checkbox"/> Yes
3 Lay out the revised K-6 documents and create corresponding documents at the 7-8 level; some will change and some will be deleted as the reading focus shifts from basic skills to reading in content areas	November , 2003 K-4, 5-6, and 7-8 Literacy Coordinators, Marlene, and Joel	Compilation of data on appropriate forms	<input checked="" type="checkbox"/> Yes
4 Lay out the revised K-4, 5-6, and 7-8 documents and create corresponding documents at the 9-12 level	Apr--Nov, 2004 5-6, 7-8, and 9-12 Literacy Coordinators, Marlene, and Joel	Compilation of data on appropriate forms	<input checked="" type="checkbox"/> Yes
5 Determine the timelines for all data entries and the person responsible for each bit of information	K-4, 5-6, and 7-8 Literacy Coordinators, Marlene, and Joel and principals	Completion of Literacy Handbook with all forms, directions and information	<input checked="" type="checkbox"/> Yes

**Data Supporting Objective #1 Progress (Goal #2):**

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2. Evaluate the I.L.P. process and make modifications to improve the rate of moving students out of the process.

#	Strategies to Accomplish Objectives	Timeline Responsible Person	Evaluation Method	Complete
1	Track students from the initial grade at which they are placed on an I.L.P., including their performance on CSAP's, BRI's, and other available assessments	Marlene, Joel Literacy Coordinators	Production of Data which can be easily analyzed	<input type="checkbox"/> Yes
2	Train K-12 staff in completing record sheets completely and accurately	Oct, 2004 - Nov, 2004 Literacy Coordinators	Audit the ILP's	<input type="checkbox"/> Yes
3	Place responsibility of monitoring the record sheets on the building principal to insure completion and accuracy	by May of each year Building Principals	Audit the ILP's	<input type="checkbox"/> Yes
4				<input type="checkbox"/> Yes
5				<input type="checkbox"/> Yes

**Data Supporting Objective #2 Progress (Goal #2):**