

Summary of Goals, Key Processes and Action Steps 2005-2008

Board Goal: *By 2008, 95% of students in grades 3 through 12 will be at or above grade level as measured by NC EOG or EOC tests, and all student groups will demonstrate high growth.*

SCHOOL: Carnage MS	LEA: Wake County (920)
SCHOOL GOAL: Reading	GOAL MANAGER: Administrative Team

Key Processes & Action Steps: (4 Key Processes)

1	Key Process:	Target students for remediation and enrichment to promote academic growth in reading.
	Process Manager:	Assistant Principal, Curriculum & Instruction / Electives Coordinator
	Completion Date:	6/08
	Resources:	EOG data from previous year, ongoing assessment data, teacher input, Language Arts Dept. Chair, IRT, ICR teachers, guidance counselors, access to position conversions as permitted by the state and/or WCPSS
	Restrainers:	scheduling logistics, ALP program attendance, need for additional curriculum resources and materials
	Process Checks:	quarterly progress check, ongoing assessment
Action Steps:		
1	Action Step:	Reassess the effectiveness of the current ALP tutorial program (after school) for Level 1 & 2 students and explore additional options to enhance the program.
	Completion Date:	6/08
	Process Check:	ALP attendance records, EOG data
2	Action Step:	Continue the implementation of reading elective programs such as ESL Literacy, Rudiments of Reading, and SRA to meet needs of the student population, and develop new electives as needed.
	Completion Date:	6/08
	Process Check:	Master schedule, course descriptions of reading electives, creation of new reading electives
3	Action Step:	Expand and coordinate student learning opportunities with individual and/or small group tutorials.

<p>Completion Date: 6/08 Process Check: log of tutorial schedules, tutorial attendance records</p>	
4	<p>Action Step: Develop Personal Education Plans (PEPs) to monitor student performance and growth throughout the school year. Completion Date: 06/08 Process Check: PEP paperwork, reports to grade level administrator, Blue Diamond assessment data</p>

2	Key Process:	Increase the use of ongoing assessment programs.
	Process Manager:	IRT
	Completion Date:	6/08
	Resources:	computers, software packages, Language Arts pacing guides, Central Office support, access to position conversions as permitted by the state and/or WCPSS
	Restrainers:	limited computer access, dated hardware, software deficits
	Process Checks:	data analysis products, quarterly assessment checks
Action Steps:		
1	Action Step:	Expand the use of the Blue Diamond Assessment program. Completion Date: 6/08 Process Check: log of computer lab schedule, teacher data sets
2	Action Step:	Analyze Blue Diamond test results. Completion Date: 6/08 Process Check: teacher data sets
3	Action Step:	Provide professional development related to utilizing assessment programs such as Blue Diamond. Completion Date: 6/06 Process Check: list of professional development

4	<p>Action Step: Research additional assessment program options.</p> <p>Completion Date: 6/08</p> <p>Process Check: research products such as webliographies, program evaluations, etc.</p>
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3	<p>Key Process: Utilize best practices in reading instruction.</p>
Process Manager:	IRT
Completion Date:	6/08
Resources:	Language Arts pacing guide, subject area pacing guides, Language Arts Dept. chair, professional development, CRISS materials, access to position conversions as permitted by the state and/or WCPSS
Restrainers:	legislative calendar, time for professional development, need for additional curriculum resources and materials
Process Checks:	quarterly, department meeting minutes, Curriculum Moment presentations at faculty meetings
Action Steps:	
1	<p>Action Step: Integrate reading skills into each curriculum area.</p> <p>Completion Date: 6/08</p> <p>Process Check: teacher lesson plans, Curriculum Moment presentations at faculty meetings</p>
2	<p>Action Step: Develop and implement differentiated teaching strategies for reading instruction.</p> <p>Completion Date: 6/08</p> <p>Process Check: teacher lesson plans, Curriculum Moment presentations at faculty meetings</p>
3	<p>Action Step: Increase the use of CRISS strategies.</p> <p>Completion Date: 6/08</p> <p>Process Check: teacher lesson plans, Curriculum Moment presentations at faculty meetings</p>

4	<p>Action Step: Provide training and support for implementation of CRISS program.</p> <p>Completion Date: 6/08</p> <p>Process Check: list of professional development</p>
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4	<p>Key Process: Encourage and promote academic success in reading.</p>
Process Manager:	Administrative Team
Completion Date:	6/08
Resources:	PTSA, business and community partners, SST committee members, IRT, access to position conversions as permitted by the state and/or WCPSS
Restrainers:	financial resources
Process Checks:	Listed Below

Action Steps:

1	<p>Action Step: Reevaluate and modify school-wide and team incentive events as needed.</p> <p>Completion Date: 6/08</p> <p>Process Check: school calendar</p>
2	<p>Action Step: Use Student Support Team (SST) to provide support and additional intervention for any students with needs.</p> <p>Completion Date: 6/06</p> <p>Process Check: SST meeting schedules and agendas</p>
3	<p>Action Step: Provide opportunity for involvement and participation in after-school programs and clubs.</p> <p>Completion Date: 6/06</p> <p>Process Check: program attendance records</p>