

School Improvement Plan – Guidelines and Process

I. School Level Narrative

School Building Information

Local Education Agency (LEA) Name

Wilkes-Barre Area School District

School Building Name

Dodson Elementary

4-Digit School Building Code

2995

School Street Address

80 Jones St. Wilkes Barre, PA 18702

A. School Improvement Committee

Committee Members and Positions in School/Community:

Name	Position/Role	Building/Group/Organization
Mr. John Mendola	Principal	Dodson
Mr. Corey Brenner	Assistant Principal	Dodson
Mr. Jack Rothenbecker	Guidance Counsler	Dodson
Mr. Michael Caprari	Reading Specialist	Dodson
Mr. Daniel Volpetti	Math Specialist	Dodson
Ms. Linda Gubitose	Reading Specialist	Dodson
Mrs. Marianne Turosky	Speech/Language Pathologist	Dodson
Mrs. Brandilynn Nilon	Special Education Teacher	Dodson
Ms, Cherine Bankus	Special Education Teacher	Dodson
Mrs. Sara Broody	Classroom Teacher	Dodson
Mrs. Sharida Walker	Classroom Teacher	Dodson
Mrs. Kim Klinges	Classroom Teacher	Dodson
Ms. Colleen Franchi	Classroom Teacher	Dodson

Name	Position/Role	Building/Group/Organization
Danielle Avila	Parent	Community Member
Ms. Lauren Paylor	Parent	Community Member
Mrs. Melissa Melan	Parent	Community Member
Mr. Tim Melan	Parent	Community Member
Mrs. Gretchen Yelland	Parent	Community Member
Mrs. Sandy Atherton	Title I Coordinator	Administration
Mr. Michael Corcoran	Elementary Math Supervisor	Administration
Mr. Thomas Zelinka	Elementary Reading Supervisor	Administration
Ms. Michele Williams	Director of Federal Programs	Administration
Dr. Robert Makaravage	Director of Spec. Education & Instruction	Administration
Rep. Eddie Day Pashinski	PA State Representative	PA House of Representatives

Outline efforts school leaders took to ensure that the committee is comprised of a diverse group of stakeholders who are involved and invested in LEAs, schools, programs, and outcomes for students (leadership, teachers, parents, students, community partners, LEA leadership or staff, governing board leadership or designee, elected officials advocacy organizations).

The committee is comprised of parents and community members who will be actively involved in helping make better decisions for students in growing holistically at Dodson Elementary. Parents have been invited to school for conferences, PTO Meetings, Reading and Math Workshops, Open House, National Education Week, Skyward Alerts, Class DoJo, Emails, Class SMS Texts, flyers, and agenda's for communication.

Describe the role of the committee in developing this school improvement plan, as well as the intended role of the committee in the implementation and monitoring of the plan.

School Improvement Committee will meet monthly to discuss progress, planning and to constantly improve the overall plan .Community members will be invited and meetings will take place pending their availability on an ongoing basis.

B. School Level Vision for Learning

Long-term Vision and the Measures of Success

<p>Long-Term Vision for Students <i>What will students know and be able to demonstrate upon leaving the school?</i></p>	<p>Measures of Success <i>How will you know you are on track to achieving your vision or students?</i></p>
<p>Dodson Elementary School will empower all students to meet or exceed expectations for academic, social, and emotional growth and success.</p>	<p>Review of Lesson Plans, Teacher Evaluations, Examine Skyward data. Discuss and review social and emotional growth with school counselor. Agendas and data from meetings. surveys, and anecdotal records. Review PA Future Ready Index</p>
<p>Dodson Elementary School will provide opportunities for students to develop creative and critical problem-solving skills, as innovative learners, to meet dynamic global changes.</p>	<p>Review of Lesson Plans, Teacher Evaluations, Examine Skyward data. Discuss and review social and emotional growth with school counselor. Agendas and data from meetings. surveys, and anecdotal records.</p>
<p>Dodson Elementary School will maximize our use of resources through collaborative partnerships with our community, business, and education partners. Class size reduction will be investigated.</p>	<p>Meetings and agenda notes with community, education, and business partners. Review notes and data from team meetings and events.</p>

II. School Level Needs Assessment

A. Identified School Community Needs:

Describe how the LEA and school engaged in timely and meaningful consultation with a broad range of stakeholders (e.g., families, students, educators, community partners) and examined relevant data (e.g., student, educator, and community demographics; student achievement and growth; student and

teacher attendance; student behavior; documents; classroom observations; surveys; focus groups; budget/allocation of finances) to understand the most pressing needs of students, educators, and/or other members of the school community and the potential root causes of those needs.

Dodson Elementary school and the LEA engaged families, students, educators and community partners in a variety of timely and meaningful ways. Evaluations will be utilized and completed by parents upon completion of events, workshops, and parent engagement activities. Surveys were completed by students, parents, community members and educators. Data was analyzed and examined from surveys as well as Performance Plus, PA Future Ready Index, PVAAS, eMetric, mclass, PDE SAS website, and other relevant data sources to establish needs and focus for setting goals and outcomes.

B. Based on your data analysis, what are your data-supported strengths?

Strengths	Supporting Evidence from Needs Assessment
Dodson Elementary School "Economically Disadvantaged" student group meet or exceeded interim target with 28.5% proficient or advanced on the ELA PSSA during the 2017 -2018 SY.	Performance Plus, PVAAS, eMetric, PA Future Ready Index
Dodson Elementary School "Students with Disabilities" group increased in performance from the previous year with 12.1% proficient or advanced on the ELA PSSA during the 2017 - 2018 SY.	Performance Plus, PVAAS, eMetric, PA Future Ready Index
Dodson Elementary School "Black" student group increased in performance from the previous year with 38.7% proficient or advanced on the ELA PSSA during the 2017-2018 SY.	Performance Plus, PVAAS, eMetric, PA Future Ready Index
Attendance at Dodson Elementary School meets or exceeds Interim Target in the following student groups: Hispanic, White, and English Language Learners.	Performance Plus, PVAAS, eMetric, PA Future Ready Index
**Students at Dodson Elementary School have displayed continued improvement during the 2018-2019 SY on their Dibels Assessment in grades K, 1, & 2 (K 33% BOY to 73% EOY, 1 st Grade 53% BOY to 57% EOY, & 2 nd grade 73% BOY to 86% EOY).	mClass student data Amplify

C. Based on your data analysis, what are your data-supported challenges? (You will need to identify two or three of these challenges that will be prioritized and addressed in this plan.) Check each challenge that will be a priority in your plan.

Challenges	Supporting Evidence from Needs Assessment	Priority for Planning	Primary Root Cause
Dodson Elementary School "All Student Group" did not meet statewide goal/interim target with 29.7% proficient or advanced on the ELA PSSA during the 2017-2018 SY.	Performance Plus, PVAAS, eMetric, PA Future Ready Index	Yes	Moderate Differentiation and poor Attendance
Dodson Elementary School "Students with Disabilities" group did not meet statewide goal/interim target with 1.7% proficient or advanced on the Math PSSA during the 2017-2018 SY.	Performance Plus, PVAAS, eMetric, PA Future Ready Index	Yes	Lack of professional development Limited Hands-on Learning related to Adaptations and Modifications
Attendance at Dodson Elementary School did not meet statewide goal/interim target in the "All Student Group" during the 2017-2018 school year.	Performance Plus, PVAAS, eMetric, PA Future Ready Index Skyward Attendance data	Yes	Parental Engagement
		Choose an item.	
		Choose an item.	

D. Established Priorities and Aligned Outcome Categories

Based on your prioritized challenges, develop, in specific detail, two to three high-leverage priority statements to focus your improvement plan. In drafting priority statements, your team will turn each prioritized challenge into an actionable statement that explains how the school plans to address the primary root cause of the challenge. Indicate which Outcome Category will be most directly impacted by focusing on the priority statement, by selecting the category that is best aligned to the priority statement from the drop-down menu under “Outcome Category.”

Priority Statements	Rationale	Outcome Category
1. Utilize a systematic and comprehensive assessment system that measures and documents each student's literacy and learning progress and is aligned to the school's ELA curricular objectives.	Dodson Elementary School "All Student Group" did not meet statewide goal/interim target with 29.7% proficient or advanced on the ELA PSSA during the 2017- 2018 SY.	English Language Arts
2. Integrate a systematic and comprehensive assessment system that measures and documents each student's progress in math and problem solving and is aligned to the school's Math curricular objectives.	Dodson Elementary School "Students with Disabilities" group did not meet statewide goal/interim target with 1.7% proficient or advanced on the Math PSSA during the 2017-2018 SY.	Mathematics
3. Substantiate a compendious and inclusive attendance protocol that focuses on parental and family engagement and is aligned to the schools attendance policy.	Attendance at Dodson Elementary School did not meet statewide goal/interim target in the "All Student Group" during the 2017-2018 school year.	Student Attendance

III. Measurable Goal Statements

Measurable Goals: Develop SMART Goals for each established Priority. To maintain focus on priorities, no greater than 2 measurable goals per priority is recommended.

Priority Statement #1: Utilize a systematic and comprehensive assessment system that measures and documents each student's literacy and learning progress and is aligned to the school's ELA curricular objectives.

Measurable Goals	Quarterly Benchmark #1	Quarterly Benchmark #2	Quarterly Benchmark #3
Dodson Elementary school will increase the "ALL Student Group" on ELA PSSA proficient and advanced by 10 percent.	ELA Quarterly Benchmark Assessments - Fall 2019	ELA Quarterly Benchmark Assessments - Winter 2020	ELA Quarterly Benchmark Assessments - Spring 2020

Priority Statement #2: Integrate a systematic and comprehensive assessment system that measures and documents each student's progress in math and problem solving aligned to the school's Math curricular objectives.

Measurable Goals	Quarterly Benchmark #1	Quarterly Benchmark #2	Quarterly Benchmark #3
Dodson Elementary school will increase the "Students with Disabilities" group on Math PSSA proficient and advanced by 10 percent.	Math Quarterly Benchmark Assessments - Fall 2019	Math Quarterly Benchmark Assessments - Winter 2020	Math Quarterly Benchmark Assessments - Spring 2020

Priority Statement #3: Substantiate a compendious and inclusive attendance protocol that focuses on parental and family engagement and is aligned to the schools attendance policy.

Measurable Goals	Quarterly Benchmark #1	Quarterly Benchmark #2	Quarterly Benchmark #3

If funding source can be identified for the 2019-2020 school year, Dodson Elementary school will increase attendance and parental and family engagement by 5 percent.	Skyward Data - Quarter 1 Parental Event Attendance sheets	Skyward Data - Quarter 2 Parental Event Attendance sheets	Skyward Data - Quarters 3 & 4 Parental Event Attendance sheets

IV. Action Plans

A. Evidence-Based Strategies

Once needs have been identified, the school improvement committee (in consultation with other stakeholders) will select evidence-based strategies that align with your priority statements that the school community has the capacity to implement. By using rigorous and relevant evidence and assessing the local capacity to implement the strategy (e.g., funding, staff, staff skills, stakeholder support), schools are more likely to implement interventions successfully.

For each measurable goal, identify an evidence-based strategy that has a high likelihood of success in your school.

Priority Statement #1: _____

Measurable Goals	Evidence-Based Strategy
Dodson Elementary school will increase the "ALL Student Group" on ELA PSSA proficient and advanced by 10 percent.	Differentiated Instruction - Educators will differentiate content, process, or products while making use of quarterly assessment data and flexible grouping to meet the needs of all students.

Priority Statement #2: _____

Measurable Goals	Evidence-Based Strategy
Dodson Elementary school will increase the "Students with Disabilities" group on Math PSSA proficient and advanced by 10 percent.	Inquiry - Based Learning Activities (Hands on Learning) Research has shown that students that are actively engaged in meaningful curricular activities have higher rates of acquisition and retention (Rosenshine, 2012).

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Priority Statement #3: _____

Measurable Goals	Evidence-Based Strategy
Dodson Elementary school will increase attendance and parental and family engagement by 5 percent.	Schoolwide Attendance Incentive Program

B. Action Plan Steps

An Action Plan template is provided to develop action steps to meet each measurable goal.

Each Action Plan has these critical components for each Priority/Measurable Goal:

- Action Steps – List what is to be accomplished in each step.
- Material/Resources/Supports Needed
- Person/Position Responsible
- Implementation Timeline
- Anticipated Outputs – what do we want to accomplish within each Action Step?
- Monitoring/Evaluation Plan
- If a professional development action step or component of this goal, complete Professional Development Plan information template.

Expenditures:

Describe how funding will be used to implement the Action Plans. Include a brief description of each expenditure, funding source (Title 1, General fund, IDEA, etc.), and costs for each needed expenditure.

Professional Learning Opportunities:

The following information is to be completed for professional development components for each of the Priority Goals:

- Goal Statement – General Description of Presentation
- Audience,
- Topics to be Included
- Evidence of Learning
- Anticipated Timeframe
- Lead Person/Position

School Level Action Plans

Priority #1 – Measurable Goal #1: _Dodson Elementary school will increase the number of students proficient or advanced in the "ALL Student Group" on ELA PSSA by 10 percent.

Evidence-based Action Steps: Describe the evidence-based action steps to be taken to achieve this goal.

Action Steps	Materials/Resources/Supports Needed	Person(s)/Position Responsible	Implementation Timeline
Establish a committee to review and examine ELA assessment scores and curriculum.	Assessment scores, Performance Plus, PVAAS, eMetric, PA Performance Profile	Mr. John Mendola	September 4, 2019
Set up a monthly meeting schedule to review data and assessments.	Teacher Schedules and Calendar of Events	Mr. John Mendola	September 4, 2019
Update assessment result documents	Assessment scores, Performance Plus, PVAAS, eMetric, PA Performance Profile	School Improvement Committee and Classroom Teachers	Fall 2019
Administer ELA Quarterly assessments in Grades 3, 4, 5 & 6	Assessment Documents and Rubrics	Classroom Teachers	Fall 2019, Winter 2020, Spring 2020
Review ELA Quarterly data and PSSA assessment results.	Assessment scores, Performance Plus, PVAAS, eMetric, PA Performance Profile & Quarterly Assessment data	Classroom Teachers and School Improvement Committee Members	Ongoing 2019 -2020 SY
Anticipated Outputs:			
Increase the number students who are proficient and advanced on ELA PSSA by 10 percent during the 2019-2020 school year.			
Monitoring/Evaluation Plan:			
The plan will be monitored and evaluated by administration and the school improvement committee using quarterly assessments and Performance Plus. Performance Plus is an assessment tool that organizes and synthesizes assessment information so it can be analyzed and utilized.			

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Professional Learning - Describe the Professional Development Plan to achieve this goal.

Professional Learning Goal: Review ELA PSSA released items, PSSA technical report, Performance plus, and other assessment documents. Analyze and discuss student achievement and goals. Review and examine Differentiated Instruction

Audience	Classroom Teachers & School Improvement Team
Topics to be Included	PSSA, Assessment Data, Differentiated Instruction
Evidence of Learning	Lesson Plans, Teacher Observations, Small-group Learning logs
Anticipated Timeframe	Enter Start Date:September 4, 2019 Anticipated Completion Date:June 6, 2020
Lead Person/Position	Mr. John Mendola/Principal

Expenditures: Describe briefly how funding will be used implement the action steps outlined for this goal.

Expenditure (Brief Description)	Funding Source	Cost

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 2:

Audience	
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Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:
Lead Person/Position	

Priority #1- Measurable Goal #2:

Evidence-based Action Steps: Describe the evidence-based action steps to be taken to achieve this goal.

Action Steps	Materials/Resources/Supports Needed	Person(s)/Position Responsible	Implementation Timeline
Anticipated Outputs:			
Monitoring/Evaluation Plan:			

Expenditures: Describe briefly how funding will be used to implement the action steps outlined for this goal.

Expenditure (Brief Description)	Funding Source	Cost

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 1:

Audience	
Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:
Lead Person/Position	

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 2:

Audience	
Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:
Lead Person/Position	

Priority #2 – Measurable Goal #1: _Dodson Elementary school will increase the number of students proficient or advanced in the "Students with Disabilities" group on Math PSSA by 10 percent.

Evidence-based Action Steps: Describe the evidence-based action steps to be taken to achieve this goal.

Action Steps	Materials/Resources/Supports Needed	Person(s)/Position Responsible	Implementation Timeline
Establish a committee to review and examine Math assessment scores and curriculum.	Assessment scores, Performance Plus, PVAAS, eMetric, PA Performance Profile	Mr. John Mendola	September 4, 2019
Set up a monthly meeting schedule to review data and assessments.	Teacher Schedules and Calendar of Events	Mr. John Mendola	September 4, 2019
Update assessment result documents	Assessment scores, Performance Plus, PVAAS, eMetric, PA Performance Profile	School Improvement Committee and Classroom Teachers	Fall 2019
Administer Math Quarterly assessments in Grades 3, 4, 5 & 6	Assessment Documents and Rubrics	Classroom Teachers	Fall 2019, Winter 2020, Spring 2020
Review Math Quarterly data and PSSA assessment results.	Assessment scores, Performance Plus, PVAAS, eMetric, PA Performance Profile, Quarterly Assessment Data	Classroom Teachers and School Improvement Committee Members	Ongoing 2019 -2020 SY September 4, 2019 to June 5, 2020
Anticipated Outputs:			
Increase the number of LS students who are proficient and advanced on Math PSSA by 10 percent during the 2019-2020 school year.			
Monitoring/Evaluation Plan:			
The plan will be monitored and evaluated by administration and the school improvement committee using quarterly assessments and Performance Plus. Performance Plus is an assessment tool that organizes and synthesizes assessment information so it can be analyzed and utilized.			

Expenditures: Describe briefly how funding will be used to implement the action steps outlined for this goal.

Expenditure (Brief Description)	Funding Source	Cost

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 1: Review Math PSSA released items, PSSA technical report, Performance plus, and other assessment documents. Analyze and discuss student achievement and goals. Review and examine Inquiry Based Learning Techniques (Hands-on Learning).

Audience	Classroom Teachers & School Improvement Team
Topics to be Included	PSSA, Assessment Data, Inquiry Based Learning
Evidence of Learning	Lesson Plans, Teacher Observations, Small-group Learning logs
Anticipated Timeframe	Enter Start Date: September 4, 2019 Anticipated Completion Date: June 6, 2020
Lead Person/Position	Mr. John Mendola/Principal

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 2:

Audience	

Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:
Lead Person/Position	

Priority #2 – Measurable Goal #2:

Evidence-based Action Steps: Describe the evidence-based action steps to be taken to achieve this goal.

Action Steps	Materials/Resources/Supports Needed	Person(s)/Position Responsible	Implementation Timeline
Anticipated Outputs:			
Monitoring/Evaluation Plan:			

Expenditures: Describe briefly how funding will be used to implement the action steps outlined for this goal.

Expenditure (Brief Description)	Funding Source	Cost

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 1:

Audience	
Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:
Lead Person/Position	

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 2:

Audience	
Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:
Lead Person/Position	

Priority #3 – Measurable Goal #1: ___Dodson Elementary school will increase parental and family engagement by 5 percent.

Evidence-based Action Steps: Describe the evidence-based action steps to be taken to achieve this goal.

Action Steps	Materials/Resources/Supports Needed	Person(s)/Position Responsible	Implementation Timeline
Initial meeting to discuss parental engagement and outreach events.	Title I resource binder and calander of events	Mr. Mendola and school improvement committee	September 4, 2019
Distribute outreach event fliers/forms and set dates for upcoming events	Title I resource binder and calander of events	Mr. Mendola and school improvement committee	October 1, 2019
Send out Skyward alerts concerning events and involvement activities.	Skyward	Mr. Mendola and school improvement committee	Ongoing 2019 - 2020 SY Monthly starting in August 2019
Call parents and inform them about upcoming parent involvement events.	Event calendar	Mr. Mendola, school improvement committee & staff	Ongoing 2019-2020 SY Monthly starting in August 2019
Meetings the PTO and community organizations to discuss parental involvement and community outreach	Agenda, Title I resource binder and calander of events	Mr. Mendola, school improvement committee & staff	Ongoing 2019-2020 SY Monthly starting in September 2019
Anticipated Outputs:			
Increase Family/Parental Engagement and participation If additional funding is available, further events can be implemented.			
Monitoring/Evaluation Plan:			
Sign in sheets, Agendas, Parent Advisory Council forms, and Parental Evaluations/Surveys			

Expenditures: Describe briefly how funding will be used to implement the action steps outlined for this goal.

Expenditure (Brief Description)	Funding Source	Cost
Parent and Family Engagement Events and Workshops	Title I	Title I Allocation Approx.. \$1500.00
Title I Parent and Family Engagement funds are used to provide Dodson with information and resources needed for events and activities. Increased funding would allow us to provide more opportunities for parental and family engagement.		

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 1:

Audience	
Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:
Lead Person/Position	

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 2:

Audience	
Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:
Lead Person/Position	

Priority #3 – Measurable Goal #2: _Dodson Elementary school will increase attendance by 5 percent.

Evidence-based Action Steps: Describe the evidence-based action steps to be taken to achieve this goal.

Action Steps	Materials/Resources/Supports Needed	Person(s)/Position Responsible	Implementation Timeline
Initial meeting to discuss attendance protocol and policies.	Skyward and Attendance Policy	Mr. John Mendola	September 4, 2019
Develop guidelines for attendance incentive program.	Skyward and Attendance Policy	Mr. John Mendola and school improvement committee	September 30, 2019
Inform parents and guardians about attendance incentive program and the importance of coming to school on time and everyday.	Skyward and Attendance Policy Incentive program guidelines	Mr. John Mendola	October 4, 2019
Set program in motion and monitor attendance for growth	Skyward and Attendance Policy	Mr. John Mendola, school improvement committee & classroom teachers	October 7, 2019
Meeting to review and discuss program growth and success.	Skyward and Attendance Policy Incentive program guidelines	Mr. John Mendola and school improvement committee	November 15, 2019 & January 10, 2020
Anticipated Outputs:			
Attendance Incentive Program/Increase in attendance rate and arrival times			
Monitoring/Evaluation Plan:			
<p>The Attendance Incentive Program will be monitored and evaluated using Skyward and teacher attendance records. Additionally, the principal and school improvement committee will monitor and evaluate the success of the program throughout the 2019 - 2020 SY. The program will be evaluated at the end of the school year to discuss areas for improvement and growth for maximum smoothness.</p>			

Expenditures: Describe briefly how funding will be used to implement the action steps outlined for this goal.

Expenditure (Brief Description)	Funding Source	Cost
Attendance Incentive Program	Dodson Activity Fund	\$100.00

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 1: Review Attendance Incentive Program and Attendance Policies. Examine attendance rates and patterns.

Audience	Classroom Teachers & School Improvement Team
Topics to be Included	Attendance Policies and Dodson Incentive Program
Evidence of Learning	Skyward Attendance Data and Teacher Logs
Anticipated Timeframe	Enter Start Date: September 4, 2019 Anticipated Completion Date: June 5, 2020
Lead Person/Position	Mr. John Mendola/Principal

Professional Learning - Describe the Professional Learning Plan to achieve this goal.

Professional Learning Goal 2:

Audience	

Topics to be Included	
Evidence of Learning	
Anticipated Timeframe	Enter Start Date: Anticipated Completion Date:
Lead Person/Position	

V. Communications Plan for School Improvement

The success of a plan is how you communicate it to your staff, community, parents and students. Develop steps to communicate components of your plan to your various levels of stakeholders.

Communication Steps and Timelines:

Communication Strategies	Audience	Purpose of Message	Anticipated Timeline
Skyward Alerts	Parents/Community Members	Inform parents about upcoming events, programs, and assessments	September 4, 2019 - June 6, 2020
Newsletter/Event Fliers	Parents/Community Members	Share with parents regarding upcoming events, programs, and assessments	September 4, 2019 - June 6, 2020
Phone Calls/Text Messages	Parents/Community Members	Inform parents about upcoming events, programs, and assessments	September 4, 2019 - June 6, 2020
PTO Meetings	Parents/Community Members	Discuss with parents upcoming events, programs, and assessments	September 4, 2019 - June 6, 2020
Class DoJo	Parents/Community Members	Inform parents about upcoming events, programs, and assessments	September 4, 2019 - June 6, 2020

VI. Plan Submission

Affirmations

The Building Administrator, Superintendent/Chief Executive Officer and President of the School Board will affirm the following statements.

We affirm that our school has developed a School Improvement Plan based upon a thorough review of the essential practices to advance educational programs and processes and improve student achievement.

We affirm that the action plans that we will be implementing address our specific school needs, include strategies that provide educational opportunities and instructional strategies for all students and each of the student groups, increases the amount and quality of learning time, and provides equity in the curriculum which may include programs, activities, and courses necessary to provide a well-rounded education. These plans address the needs of all children in the school, but particularly the needs of those at risk of not meeting the challenging State academic standards.

We, the undersigned, hereby certify that the school level plan has been duly reviewed by the Building Administrator, Superintendent of Schools and formally approved by the district's Board of Education, per guidelines required by the Pennsylvania Department of Education.

We hereby affirm and assure the Secretary of Education that the school level plan:

- Addresses all the **required components** prescribed by the Pennsylvania Department of Education
- Meets **ESSA requirements**
- Reflects **evidence-based strategies that meet the three highest levels of evidence outlined in ESSA**
- Has a **high probability of improving student achievement**
- Has sufficient **LEA leadership and support to ensure successful implementation**

With this *Assurance of Quality & Accountability*, we, therefore, request that the Secretary of Education and the Pennsylvania Department of Education grant formal approval to implement the school level plan submitted by (*School Name*) _____
_____ for the _____ - _____ school year.

Board Approval: *Date of Board Meeting:* _____

Board President:

_____	_____	_____
<i>Name (printed)</i>	<i>Signature</i>	<i>Date</i>

Superintendent of Schools/Chief Executive Officer:

_____	_____	_____
<i>Name (printed)</i>	<i>Signature</i>	<i>Date</i>

Building Administrator:

_____	_____	_____
<i>Name (printed)</i>	<i>Signature</i>	<i>Date</i>

School Improvement Facilitator:

_____	_____	_____
<i>Name (printed)</i>	<i>Signature</i>	<i>Date</i>

Scan and insert the signed Assurances Page: