
















FY13-17 Strategic Plan

Seward Elementary: Action Plan - Summary








Date Revised: September 3, 2014

Priority	Items	Who	Start Date/ End Date	Target, Measure	% Complete/ YTD	Status/ Variance
My Items						
	<p>1.1.15 Improve student achievement in writing by establishing standard practices and common vocabulary for writing instruction by the end of FY 13. Measure/Evidence: Meeting logs, common vocabulary list.</p> <p><i>Comments on Status: FY12 Baseline: 2012 school writing SBA scores compared to 2013 scores</i></p>	Seward Elementary	07/01/12 08/01/14	100% Increase SBA scores	100%	 0 As of 08/01/14
	<p>1.1.34 Increase student achievement in writing conventions and structures, as evidenced by Spring 2014 SBAs through implementation of standard writing practices and common vocabulary for writing instruction throughout FY 14.</p> <p><i>Comments on Status: Standard writing practices with "The Write Tools" training. % proficient or higher increased in 4th, 5th and 6th grade from 2013 to 2014.</i></p>	Seward Elementary	08/01/13 06/10/14	100% SBA results from 2013 to 2014	100%	 0 As of 08/15/14
	<p>1.4.25 Increase academic success for all students by fostering continued score growth through differentiated instruction and collaboration as measured by our spring 2013 SBA scores. Measure/Evidence: SBA scores.</p> <p><i>Comments on Status: FY12 Baseline: 2012 SBA Scores FY 13 Scores reviewed</i></p>	Seward Elementary	07/01/12 06/30/13	100% Increase in scores	100%	 0 As of 08/15/14
	<p>1.5.26 Provide target assistance for students exhibit risk factors for high school drop out by reviewing graduation data compared to their performance at the elementary school. Measure/Evidence: Yearly graduation data, elementary attendance, behavior, and academic record.</p> <p><i>Comments on Status: Looked at attendance and graduation rates of H.S. students and performance at the elementary school.</i></p>	Seward Elementary	07/01/12 06/30/13	100% % complete	100%	 0 As of 08/15/14
	<p>2.5.10 Foster high student achievement by providing regular grade alike collaboration time by providing a schedule that allows for time to meet. Measure/Evidence: Attendance logs and master schedule.</p> <p><i>Comments on Status: FY12 Baseline: 2012 master schedule</i></p>	Seward Elementary	07/01/12 06/30/13	100% % complete	100%	 0 As of 08/15/14






Seward Elementary: Action Plan - Detail

Priority	Items	Who	Start Date/ End Date	Target, Measure	% Complete/ YTD	Status/ Variance
1 Deliver relevant, rigorous, standards-based curriculum in conjunction with alternative pathways and a flexible approach to ensure that every KPBSD student stays engaged, reaches high levels of achievement and graduates.						
	<p>1.1 Student Achievement: All students will meet or exceed proficiency levels on quarterly assessments within two years of development.</p> <p><i>Comments on Status: Language Arts and Math common quarterly assessments are complete. Student proficiency to be determined beginning in October 2013. 6/19/13: District-level status based on average progress of supporting objectives.</i></p>	Curriculum & Assessment	07/01/12 06/30/15	100% % student proficiency/quarterly assessments	0%	 -100 As of 09/03/14
	<p>1.1.15 Improve student achievement in writing by establishing standard practices and common vocabulary for writing instruction by the end of FY 13. Measure/Evidence: Meeting logs, common vocabulary list.</p> <p><i>Comments on Status: FY12 Baseline: 2012 school writing SBA scores compared to 2013 scores</i></p>	Seward Elementary	07/01/12 08/01/14	100% Increase SBA scores	100%	 0 As of 08/01/14
	<p>1.1.15.1 Develop common vocabulary from the SBA and language arts curriculum. (Teachers) Measure/Evidence: Common vocabulary list posted to Google doc.</p> <p><i>Comments on Status: 1/17/21 List established</i></p>	David Kingsland	09/01/12 06/30/13	100% % complete	100%	 As of 08/01/14
	<p>1.1.15.2 Staff review writing assessment data to determine strengths/weaknesses. Use inter-relational diagrams to determine root causes and follow up with action plans. (Collaborative teams/Fabian/Morris)</p> <p><i>Comments on Status: 1/17/13 - We have reviewed data at staff meetings 5/28/13 - We will review data and create inter-relational diagrams in the fall of 2013</i></p>	David Kingsland	09/01/12 06/30/13	100% % complete	100%	 As of 08/01/14
	<p>1.1.15.3 Representatives from north and south wing to attend district PD on writing "Write Tools 101" (Classroom teachers) Measure/Evidence: AVATAR registration.</p> <p><i>Comments on Status: 1/17/13 - Three Northwing staff and four Southwing staff have attended Write 101 training.</i></p>	David Kingsland	09/01/12 06/30/13	100% % complete	100%	 As of 08/01/14
	<p>1.1.15.4 2013-2014 Purchase Write Tools 101 training modules for staff unable to attend Write School Training K-6 and special education and offer on-site training in the fall. Measure/Evidence: Attendance logs.</p> <p><i>Comments on Status: 1/17/13 - training materials ordered 5/28/13 - materials arrived in the spring - will train in the Fall/Winter of 2013 10/9/13 - materials bought, training scheduled for 10/18/13</i></p>	David Kingsland	07/01/12 06/30/13	100% % complete	100%	 As of 10/17/13
	<p>1.1.15.5 2013-2014 Implement a building-wide common writing format that address the writing process and 6 traits instruction. (Classroom teacher) Measure/Evidence: In-service agenda, Google docs.</p> <p><i>Comments on Status: 1/17/13 - teachers attending Write 101 training, common vocabulary list established</i></p>	David Kingsland	12/01/12 03/31/13	100% % complete	100%	 As of 05/29/13
	<p>1.1.15.6 PD Needs: Trainer for Write Tools (Seward Elementary)</p> <p><i>Comments on Status: We provided our own teacher trainers.</i></p>	Michelle Thomason	07/01/12 06/30/13	100% 100% complete	100%	 As of 08/15/14
	<p>1.1.15.7 Budget Requirements: \$\$\$ for trainer to come to Seward; \$\$\$ for modules</p> <p><i>Comments on Status: 1/17/13 - Exploring money options 5/17/13 - Enough staff are currently trained so a trainer is no longer needed. We have enough write tool modules for each genre</i></p>	David Kingsland	07/01/12 06/30/13	100% % complete	100%	 As of 05/29/13
	<p>1.1.15.8 Survey staffs to identify which Write Tools 101 components are on site.</p> <p><i>Comments on Status: Terri McKnight</i></p>	David Kingsland	08/01/13 06/30/14	100% survey set to staff	100%	 As of 05/28/14
	<p>1.1.34 Increase student achievement in writing conventions and structures, as evidenced by Spring 2014 SBAs through implementation of standard writing practices and common vocabulary for writing instruction throughout FY 14.</p>	Seward Elementary	08/01/13 06/30/14	100% SBA results from	100%	 ^

		09/13/14	2013 to 2014		U As of 08/15/14	
	<p>Comments on Status: Standard writing practices with "The Write Tools" training. % proficient or higher increased in 4th, 5th and 6th grade from 2013 to 2014.</p>					
	<p>1.1.34.1 Meet with onsite trainers to plan Write Tools 101 training and order supplies/materials.</p> <p>Comments on Status: training planed and materials ordered, training scheuled for 10/18</p>	David Kingsland	09/07/13 10/07/13	100%	100%	 As of 05/28/14
	<p>1.1.34.2 All untrained staff will attend an introductory Write Tools 101 training provided by building staff.</p> <p>Comments on Status: North and south wing trained as well as special education team.</p>	David Kingsland	08/01/13 10/18/13	100%	100%	 As of 05/28/14
	<p>1.1.34.3 Implement building-wide instructional strategies that integrate Write Tools 101 (including the 6-Traits) instruction done according to grade-level standards.</p> <p>Comments on Status: Had Write Tools 101 PD in the fall, all teachers trained in methodology and structures.</p>	David Kingsland	08/01/13 06/10/14	100%	100%	 As of 08/15/14
	<p>1.1.34.4 Create teacher or student check lists of "new" Alaska writing standards that can be used to track standards taught.</p> <p>Comments on Status: Teachers created or found online standards checklist for the standards at their grade levels.</p>	David Kingsland	08/01/13 12/20/13	100%	100%	 As of 08/15/14
	<p>1.1.34.5 Share teacher or student check lists of "new" Alaska writing standards and implementation ideas at staff meetings.</p> <p>Comments on Status: Teachers collaborated to create Alaska writing standard check lists</p>	David Kingsland	08/01/13 03/31/14	100%	100%	 As of 04/22/14
	<p>1.1.34.6 Follow up Write Tools 101 training modules: Information/Explanatory, Opinion /Argumentation, Narrative-real and Imagined December 20th, 2013 March 7th, 2014 September 2014</p> <p>Comments on Status: Our site chose to focus on Write Tools narative training.</p>	David Kingsland	08/01/13 09/30/14		100%	 As of 08/15/14
	<p>1.1.34.7 Research best practices related to teaching writing conventions and structures. Gather data during grade-alike collaboration. (As opposed to DOL which attempts to teacher convention and structure out of context.) November 2013 January 2014 March 2014</p> <p>Comments on Status: Shared at staff meetings.</p>	David Kingsland	08/01/13 03/31/14		100%	 As of 08/15/14
	<p>1.1.34.8 Share implementation strategies to help students internalize writing conventions and structures with automaticity during staff meetings early release days, and/or inservice days.</p> <p>Comments on Status: Used staff meetings and early release days to share strategies</p>	David Kingsland	08/01/13 06/16/14		100%	 As of 08/15/14
High	<p>1.4 Student Engagement: Achieve high levels of student engagement utilizing research-based strategies at all schools.</p> <p>Comments on Status: See department level and school site plans to view progress. 6/19/13: District-level status based on average progress of supporting objectives.</p>	Instruction	07/01/12 06/30/15	100% School In-service Plans - Danielson/Standards implementation plans	100%	 0 As of 07/30/14
	<p>1.4.25 Increase academic success for all students by fostering continued score growth through differentiated instruction and collaboration as measured by our spring 2013 SBA scores. Measure/Evidence: SBA scores.</p> <p>Comments on Status: FY12 Baseline: 2012 SBA Scores FY 13 Scores reviewed</p>	Seward Elementary	07/01/12 06/30/13	100% Increase in scores	100%	 0 As of 08/15/14
	<p>1.4.25.1 Establish grade alike collaboration meetings school-wide to include conversations addressing differentiated instruction. (K-6 teaching staff) Measure/Evidence: collaboration meeting log.</p> <p>Comments on Status: Grade a-like collaboration time during the school day at least once every two weeks established.</p>	David Kingsland	07/01/12 06/30/13	100% % complete	100%	 As of 01/17/13
	<p>1.4.25.2 Establish teacher-to-teacher observation protocol. (Jenna Fabian/Terri McKnight/Teaching Coach) Measure/Evidence: Observation documentation form.</p> <p>Comments on Status: teacher team has meet to start developing protocol 5/28/13 - Protocol created and piloted</p>	David Kingsland	07/01/12 03/31/13	100 % complete	100	 As of 05/29/13
	<p>1.4.25.3 Establish teacher-to-teacher observations and reflection. (Jenna Fabian and</p>					

	Terri McKnight/Participation k-6 teachers) Measure/Evidence: Completed observation form and log of post reflection meetings. <i>Comments on Status: 1/17/13 - Have not started teacher to teacher observations. 5/28/13 - piloted with 2 teacher observers and 8 classroom observed</i>	David Kingsland	12/01/12 04/30/13	100% % complete	100%	 As of 05/29/13
	1.4.25.4 Budget Requirements: \$\$\$ for subs during the teacher-to-teacher observations and debrief time. <i>Comments on Status: 1/17/13 - Exploring ways to fund substitutes. Explored funding sources with Sean, filled out a new district form and was granted \$\$\$ for subs.</i>	David Kingsland	07/01/12 06/30/13	100% % complete	100%	 As of 05/29/13
High	1.5 Graduation: Increase the graduation rate by 3% annually and decrease drop out numbers by 5% annually. <i>Comments on Status: 4/4/14 Current Graduation Rate: 92.9% Current Dropout Rate: .2%</i>	Instruction	07/01/12 06/30/13	100% % increase graduation rate	0%	 -100 As of 08/05/14
	1.5.26 Provide target assistance for students exhibit risk factors for high school drop out by reviewing graduation data compared to their performance at the elementary school. Measure/Evidence: Yearly graduation data, elementary attendance, behavior, and academic record. <i>Comments on Status: Looked at attendance and graduation rates of H.S. students and performance at the elementary school.</i>	Seward Elementary	07/01/12 06/30/13	100% % complete	100%	 0 As of 08/15/14
	1.5.26.1 Collaborate with the high school counselor to identify students who have dropped out over the last four years. (Fleming) Measure/Evidence: H.S. dropout list. <i>Comments on Status: Met with Mrs. Fleming to discuss dropouts.</i>	David Kingsland	09/01/12 06/30/13	100% % complete	100%	 As of 01/17/13
	1.5.26.2 Compare high school dropout list to Seward elementary enrollment records to look for possible attendance relationships between elementary attendance and high school drop outs. (Fleming) Measure/Evidence: Attendance records of elementary students who later dropped out of high school. <i>Comments on Status: 1/17/13 - HS records reviewed 5/28/13 - work still in progress</i>	David Kingsland	09/01/12 06/30/13	100% % complete	100%	 As of 10/22/13
	1.5.26.3 Use I-team for aggressive early intervention if a relationship is found between high school drop outs of former Seward Elementary students. (I-team) Measure/Evidence: I-team agenda. <i>Comments on Status: 1/17/13 - reviewing the data 3/13 - Held four i-team attendance meetings</i>	David Kingsland	07/01/12 06/30/13	100% % complete	100%	 As of 10/22/13

2 Evolve KPBSD as a highly reliable/world-class organization that fosters a culture of innovation, attracts and retains the best-of-the-best employees, and supports an infrastructure that promotes a fluid academic environment.

High	2.5 Collaboration: Ensure each site is maximizing time by documenting well planned schedules within the day, for high quality professional development and collaboration. <i>Comments on Status: proposed early release or late start to School Board in June. Review site plans. 6/19/13: District-level status based on average progress of supporting objectives.</i>	Instruction	07/01/12 05/31/14	100%	0%	 -100 As of 08/05/14
	2.5.10 Foster high student achievement by providing regular grade alike collaboration time by providing a schedule that allows for time to meet. Measure/Evidence: Attendance logs and master schedule. <i>Comments on Status: FY12 Baseline: 2012 master schedule</i>	Seward Elementary	07/01/12 06/30/13	100% % complete	100%	 0 As of 08/15/14
	2.5.10.1 Look at current schedule and reorganize to carve out more collaborative time. (Schedule committee) Measure/Evidence: New Master Schedule. <i>Comments on Status: Collaboration time established during school day at least once every two weeks</i>	David Kingsland	08/01/12 06/30/13	100% % complete	100%	 As of 01/17/13
	2.5.10.2 Review process for quality collaboration. (District PD) Measure/Evidence: Forms and protocols. <i>Comments on Status: 1/17/13 - reviewing processes during staff meetings 5/28/13 - continued review needed for new staff Fall 2013 - Staff wide PLC training during early release, team norms, notebooks and roles established</i>	David Kingsland	07/01/12 06/30/13	100% % complete	100%	 As of 10/22/13
	2.5.10.3 Create collaborative meeting notebooks for attendance log and minutes. (Grade level teams) Measure/Evidence: Notebooks.					

	<p>Comments on Status: 1/17/13 - Reviewing notebooks from other sites. 5/28/13 - informal meeting log being kept, Need to review record keeping forms from PLC web site. Fall 2013 - Used</p>	David Kingsland	07/01/12 06/30/13	100% % complete	100%	 As of 10/22/13
	2.5.10.4 PD Needs: PD with grade-a-like teams (Seward Elementary)	Michelle Thomason	07/01/12 06/30/13	100% 100	100%	 As of 08/15/14