

Action Plan - Monitoring Process

Key Code	Objectives	Indicator Type	Assigned to	Target date	Tasks	% Tasks Completed	Objective Status
CII7	All staff interactions in all meetings (staff, problem solving, committees, planning, conferences, etc.) and in the instructional setting will reflect a "Culture of Candor" and a climate of trust, respect and collaboration that will be focused on norms and adult social and emotional competencies. (2337)	CL	Mr. Brad Russell	05/23/2014	3	0%	

Tasks

Task ID	Task Description	Comments	Assigned to	Completed
1	Faculty will model Buffalo P.R.I.D.E. (P = Preparation, R = Respect, I = Integrity, D = Discipline, E = Excellence).		Mr. Brad Russell	
2	As part of the teacher evaluation tool, teachers are assessed on their ability to foster a positive classroom culture.		Mr. Brad Russell	
3	The principal will foster a culture of honesty allowing individuals to speak the truth. The principal will recognize efforts made by teachers.		Mr. Brad Russell	

Key Code	Objectives	Indicator Type	Assigned to	Target date	Tasks	% Tasks Completed	Objective Status
ID02	All teams will have written statements of purpose and guidelines for their operation. (1013) Title I Expectations: Conduct a comprehensive needs assessment - Clarify the Vision for Reform.	SW	Mr. Brad Russell	10/18/2013	3	0%	

Tasks

Task ID	Task Description	Comments	Assigned to	Completed
1	Develop a new vision statement based on the district vision		Mr. Brad Russell	

	statement			
2	All agendas and notes will be turned in to the principal within 5 days.		Mr. Brad Russell	
3	Each team will develop a set of norms for meetings. The norms will be sent to the principal and kept on record.		Mr. Brad Russell	

Key Code	Objectives	Indicator Type	Assigned to	Target date	Tasks	% Tasks Completed	Objective Status
ID07	A Leadership Team consisting of the principal, teachers who lead the Instructional Teams, and other key professional staff will meet regularly (twice a month or more for an hour each meeting). (1018) Title I Expectations: Include teachers in the decisions regarding the use of academic assessments in order to provide information on, and to improve, the achievement of individual students and the overall instructional program.	SS,SW	Mr. Brad Russell	04/23/2013	5	0%	

Tasks

Task ID	Task Description	Comments	Assigned to	Completed
1	Decide meeting times and dates for next school year.		Mr. Brad Russell	
2	Establish responsibilities- facilitator, informational processor, recorder, and timekeeper.		Mr. Brad Russell	
3	Each meeting will have an agenda.		Mr. Brad Russell	
4	Publish the minutes from the meeting		Mr. Brad Russell	
5	Establish norms.		Mr. Brad Russell	

Key Code	Objectives	Indicator Type	Assigned to	Target date	Tasks	% Tasks Completed	Objective Status
ID11	Teachers will be organized into grade-level, grade-level cluster, or subject-area Instructional Teams. (1171)		Mr. Brad Russell	06/07/2013	2	0%	

Tasks

Task ID	Task Description	Comments	Assigned to	Completed
1	Create a final schedule for the 2013-2014 School year		Penny Cook	
2	To the best of our ability, group teachers based upon subject area utilizing the information presented by Common Core.		Mr. Brad Russell	

Key Code	Objectives	Indicator Type	Assigned to	Target date	Tasks	% Tasks Completed	Objective Status
IIB01	Units of instruction will include pre-/post-tests to assess student mastery of standards-based objectives. (1048)	SC	Tony Spivey	01/06/2014	5	0%	

Tasks

Task ID	Task Description	Comments	Assigned to	Completed
1	Beginning in 2013-2014 school year, at the staff meeting in August teachers will be introduced to the need for administering pre/post-tests.		Tony Spivey	
2	At each staff meeting for the first semester an example of a different type of pre and post test will be given to teachers.		Tony Spivey	
3	Teachers will be able to use PLC time to work collaboratively in creating pre/post-tests.		Mr. Brad Russell	
4	In January each teacher will administer a pre/post-test for each unit of study.		Tony Spivey	
5	The Rising Star Team will develop a uniformed method for reporting pre/post-test results.		Tony Spivey	