

**ELA ACTION PLAN TEMPLATE Final Draft 4.1.11**

**Result Statement:** Students will meet proficiency on NECAP reading and writing assessments as a result of direct instruction across content areas.

**Target:** Coventry High School will increase the number of students meeting proficiency on NECAP reading and writing assessments by three (3) percent.

<p><b>Changes in student learning behavior:</b> What will students do to reach the identified result?</p>	<p><b>Changing Instruction:</b> What will teachers do to ensure students reach the intended results?</p>	<p><b>Monitoring Progress with Timelines and Adjustments:</b> How will teachers measure progress and make adjustments towards the changes in learning behavior and teaching that we want? How often will this occur? How will teachers inform and involve the principal, parents and SIT?</p>	<p><b>Collaboration and Support:</b> When will teachers find time to collaborate and discuss the information they get from monitoring to improve learning and teaching?</p>	<p><b>Resources, School and District:</b> What school-wide and district supports and resources will be necessary to achieve the results of the action plan?</p>	<p><b>Evaluating Results/Reporting to Families and Community:</b> How will the school know if the students reach the intended results? In light of what we have learned, how will we revise the plan for next year? How will we share the results of this plan with the entire school community?</p>
<p>All incoming freshman will take one uniform reading comprehension screening to assess their level of competency in quarter four of their eighth grade year.</p>	<p>ULSS, Reading, and Literacy teachers will continue to administer the reading comprehension screening to all students identified as reading below grade level.</p>	<p>Screening will take place during the month of April.</p> <p>Results will be reported out to freshman team teachers, the principal, and the assistant superintendent.</p> <p>Results will be compiled in a master file and posted on the district "Q" drive <del>for reading</del>.</p> <p>Students who qualify for Literacy or Reading instruction will be tested as needed to monitor progress and to make</p>	<p>CHS teachers will meet with middle school teachers during the spring to ensure understanding of protocols and to disseminate materials.</p> <p>Literacy and Reading teachers will collaborate during release time on the development and writing of Personal Literacy plans which will be posted on the district "Q" drive.</p>	<p>The district and school will allocate fiscal and human resources for the release time of Literacy and Reading teachers to review screening results several times per year.</p>	<p>Middle school teachers will score a literacy assessment prior to making grade nine final scheduling recommendations.</p> <p>Results will be housed on the district "Q" drive and distributed to freshmen team teachers as well as Literacy/Reading teachers.</p> <p>Parents and students will be notified of results via family conferences.</p>

**Formatted:** Font color: Auto

		placement adjustments.	ELA curriculum coordinators at FMS and CHS will compile an EXCEL file detailing grade eight NECAP scores, screening results, and teacher recommendations for grade nine students.		Parents of students not reading a grade level will be notified of such via a letter sent during the summer prior to the start of freshmen year.
<p>Students will read a variety of texts across content areas with the understanding that lifelong reading facilitates lifelong learning.</p> <p>Students will utilize reading strategies across content areas to navigate unfamiliar text.</p>	<p>Teachers will increase the use of informational texts appropriate to content area.</p> <p>Teachers will routinely incorporate response activities that enable students to demonstrate their understanding of concepts and ideas.</p> <p>Teachers will seek opportunities to attend professional development workshops and/or attend conferences that focus on reading instruction in the various content areas.</p> <p>Content area teachers will explicitly instruct students on how and when to use reading strategies to help them improve comprehension.</p>	<p>ELA sub-committee will review NECAP reading assessment results upon their release in order to monitor student progress.</p> <p>NECAP assessment results will be shared with the faculty at a spring faculty meeting.</p> <p>Teachers will discuss student achievement during parent/teacher conferences at least two times per year.</p>	<p>ELA department members will collaborate to brainstorm ways of improving reading instruction and testing results.</p> <p>Faculty members will have an opportunity to review progress during a spring faculty meeting.</p> <p><a href="#">ELA subcommittee members will survey the faculty using SurveyMonkey.com to gather information on the strategies used in various content areas to help improve reading comprehension.</a></p> <p><a href="#">Faculty members will generate a cache of CBM (Curriculum Based Measurements) featuring passages from curriculum texts that</a></p>	<p>The district and school will build a professional learning community committed to excellence by:</p> <p>Allocating resources for the funding of reading strategy instruction programs, as well as teacher release time for strategy instruction.</p>	<p>NECAP Assessment scores will be distributed to students in Advisory at the beginning of Spring.</p> <p>Students will take the assessment results home to review with parents.</p> <p>Based on the NECAP results, the ELA sub-committee will revise the action plan for the upcoming school year.</p>

Formatted: Font color: Auto

Formatted: Font color: Auto

Formatted: Font color: Auto

Formatted: Font color: Auto

			<a href="#">can be used to assess fluency and comprehension.</a>		
Students will complete summer reading requirements for each grade level.	Teachers will collaborate with students, parents, and librarians to ensure that selections are appropriate in content and reading level.  Distribute information to students and review summer reading requirements.	Teachers will distribute and review summer reading requirements in June.	ELA teachers will collaborate with Summer Reading Committee in April to ensure that selections are appropriate in content and reading level.	School and district will allocate fiscal and human resources, and engage families and community by:  Organizing a book fair with summer reading selections.  Posting summer reading requirements on the district website, in town libraries, and in the school newsletter.  Engage in promotional activities in May and June.	ELA teachers will review the results of summer reading assessments in October.  Parents will be made aware of student scores via the first quarter progress report.  Based on results of summer reading assessments, the committee will meet again to revise lists and/or requirements.
Students will complete three department-generated tasks, at least two of which must be validated, for full year courses, and one validated task for semester courses.	Teachers will administer content specific tasks that align to core strands of the <i>Grade Span Expectations</i> for full year and semester courses.  Teachers will provide multiple opportunities for students to meet proficiency on validated tasks.	Teachers will update parents and guidance department on task progress a minimum of two times per year via progress reports, report cards, and parent-teacher conferences.  Teachers will also update parents and guidance counselors at mid-year via Student Improvement Plans on students struggling to achieve standard.	Teachers will meet to develop, revise, and/or align grade level tasks during CPT and paid release time for curriculum development.  <a href="#">The grade nine curriculum will be revised in the 2011-12 school year to meet Common Core Standards since the class of 2015 will be the first assessed using the</a>	School and district will build a professional learning community committed to excellence by allocating fiscal and human resources for technology (scanners, flash drives, computers, printers), ensuring access for all students before, during, and after school.	Updates on task progress will take place during both CPT and faculty meetings.  Faculty members will have an opportunity to assess progress on NECAP scores during a Spring faculty meeting.  Students and parents will be made aware of task status via progress reports and report cards throughout the year.

			<a href="#">PARCC assessment (not NECAP).</a>		
<p>Students will write in response to both informational and literary texts, demonstrating understanding and making and supporting analytical judgments.</p> <p>Students will utilize common rubrics to guide their writing across content areas.</p>	<p>Teachers will routinely incorporate written response activities that require students to demonstrate their understanding of concepts and ideas.</p> <p>Teachers in all content areas will assess students using school wide rubrics that align with the GSE's.</p>	<p>ELA sub-committee will review NECAP writing assessment results upon their release in order to monitor student progress.</p> <p>Sub-committee will report out to faculty via the School Improvement Team in the spring.</p> <p>Teachers will discuss student achievement during parent/teacher conferences at least two times per year.</p>	<p>Teachers will collaborate to identify strategies for writing across content areas during common planning time.</p>	<p>School and district will allocate fiscal resources for:</p> <p>Professional development and teacher release time for writing instruction in the content areas <a href="#">and the development of more consistent school wide rubrics (per our NEASC report recommendations).</a></p> <p>Professional development and teacher release time for calibration of student writing using school wide rubrics.</p> <p>Professional development and teacher release time to develop common instructional strategies and language for writing instruction that supports curriculum progression.</p>	<p>Faculty members will have an opportunity to collaborate and assess progress on NECAP writing scores during a Spring faculty meeting.</p> <p>Based on NECAP results, faculty will strategize ways of improving progress for the upcoming year.</p> <p>Based on NECAP results, ELA sub-committee will revise the action plan for the upcoming school year.</p>

<p>Students will put forth their best effort on the NECAP assessment.</p> <p>Students will prepare for the NECAP test and will maintain folders of their preparation materials.</p> <p><a href="#">Students who do not score at least a two on NECAP to show partial proficiency will participate in interventions to improve their reading skills prior to graduation.</a></p>	<p>Teachers in all content areas will routinely incorporate NECAP test preparation activities that require students to demonstrate proficiency in reading and writing.</p> <p><a href="#">Teachers will administer a "retake" test to students who do not score at least a two on NECAP using released NECAP items in late spring of their junior year.</a></p>	<p>NECAP assessment results will be shared with the faculty at a Spring faculty meeting.</p> <p>Teachers will discuss students' preparedness for NECAP assessment during parent/teacher conferences at least two times per year.</p> <p><a href="#">Teachers and guidance officials will review the spring NECAP retest scores. If any further interventions are needed, students will be assigned additional reading supports.</a></p>	<p>ELA subcommittee members will survey the faculty using SurveyMonkey.com to gather information on the instructional strategies used in various content areas to help students prepare for NECAP.</p> <p>The CHS <a href="#">reading teacher will review data</a> provided by Measured Progress <a href="#">and craft instruction that targets areas of need for each student.</a></p>	<p>School and district will allocate fiscal resources to:</p> <p>Create an environment conducive to testing during NECAP administration in October, including breakfast for students on testing days, motivational incentives, and support in scheduling testing sessions.</p> <p>Provide adequate instructional support materials for NECAP preparation, including technology such as Smart Boards.</p>	<p>Based on NECAP results, faculty will strategize ways of improving test preparation and administration for the upcoming year.</p> <p>Students will take NECAP assessment results home to review with parents.</p> <p><a href="#">Upon publication and analysis of data on students' performance on NECAP, students and parents will be informed of plans for interventions when scores indicate skill levels are "Substantially Below."</a></p>