

FY13-17 Strategic Plan : FY15/16

Sterling Elementary: Action Plan - Summary

Date Revised: May 23, 2016

Priority	Items	Who	Start Date/ End Date	EOY Target, Measure	% Complete/ Actual	Status/ Variance
My Items						
High	<p>1.1.22 Sterling Elementary will attain and maintain a 93% overall attendance rate for each of two school years - 2015-2016 and 2016-2017.</p> <p><i>Comments on Status: 5/23/16 - Performance on this goal was variable. Data will be reviewed for trends. 3/21/16 - Letters regarding attendance concerns were sent three times so far this year. "Thank you for improving attendance" cards were sent during those times as well. Efforts continue to be made to improve attendance within the school. 12/18/15 - Sterling has maintained between 92% and 93% attendance rate for the first semester of the 15 - 16 school year. Efforts have been made to educate families about attendance, celebrate students with perfect and improved attendance, and share information with parents regarding monthly attendance rates.</i></p>	Sterling Elementary	08/19/15 05/25/16	93% attendance rate	92.01%	 As of 05/23/16
High	<p>1.1.23 By May 2017, as measured by the PBIS SET, 99% of Sterling students interviewed will identify the school's 3 expectations of safe, respectful and responsible behavior.</p> <p><i>Comments on Status: 5/23/2016 - 93% of students asked responded with the 3 expectations, though 100% of students could describe what the expectations looked like. 3/21/16 - SET interview is scheduled for April 2016</i></p>	Sterling Elementary	08/19/15 05/25/16	PBIS SET tool	93%	 As of 05/23/16
	<p>1.1.38 By May 2016, 95% of Sterling Elementary students will be included in an SGM related to reading or math.</p> <p><i>Comments on Status: 3/21/16 - 95% of all students at Sterling Elementary are included in at least one SGM. 12/18/15 - 95% of students at Sterling Elementary are included in at least one SGM for reading or math.</i></p>	Sterling Elementary	08/19/15 05/25/16	SGM documents	95%	 As of 05/23/16

Sterling Elementary: Action Plan - Detail

Priority	Items	Who	Start Date/ End Date	EOY Target, Measure	% Complete/ Actual	Status/ Variance
High	<p>1.1.22 Sterling Elementary will attain and maintain a 93% overall attendance rate for each of two school years - 2015-2016 and 2016-2017.</p> <p><i>Comments on Status: 5/23/16 - Performance on this goal was variable. Data will be reviewed for trends. 3/21/16 - Letters regarding attendance concerns were sent three times so far this year. "Thank you for improving attendance" cards were sent during those times as well. Efforts continue to be made to improve attendance within the school. 12/18/15 - Sterling has maintained between 92% and 93% attendance rate for the first semester of the 15 - 16 school year. Efforts have been made to educate families about attendance, celebrate students with perfect and improved attendance, and share information with parents regarding monthly attendance rates.</i></p>	Sterling Elementary	08/19/15 05/25/16	93% attendance rate	92.01%	 As of 05/23/16
	<p>1.1.22.1 Communicate grade level attendance rates in school newsletter and on Facebook at least once per month.</p> <p><i>Comments on Status: 5/23/16 - Attendance was shared in newsletters monthly. 3/21/16 - There has been no improvement to attendance reporting in newsletters and social media from December. 12/18/15 - Sterling Elementary has included monthly attendance in 3 out of 4 monthly school newsletters that have been sent home to parents. Sterling has not updated Facebook with information regarding attendance percentages, however, has posted information and pictures of students who earned perfect attendance each month on Facebook.</i></p>	Denise Kelly	08/19/15 05/25/16	100%	80%	 As of 05/23/16
	<p>1.1.22.2 Recognize students with no absences/ tardies and most improved with attendance monthly at assembly with a drawing for a winner each month. Post students on Facebook with a "thank you" to the students and their families.</p> <p><i>Comments on Status: 5/23/16 - Assemblies were held monthly and students were recognized for perfect attendance. Drawings were done per month with thank you cards in the prize bags. Facebook posts were not done. 3/21/16 - Student pictures were not posted on Facebook as groups included students whose pictures could not be posted. Will begin to black out those students so that future pictures can be posted. Students are recognized each month at an assembly. 12/18/15 - Sterling Elementary has recognized students monthly for perfect attendance since September 2015. Students have been posted each month on Facebook.</i></p>	Denise Kelly	08/19/15 05/25/16	100%	90%	 As of 05/23/16
	<p>1.1.22.3 Recognize classes that attain perfect attendance each morning during announcements.</p> <p><i>Comments on Status: 5/23/16 - Perfect attendance classes were announced each morning. 12/18/15 - Sterling Elementary has recognized classes with perfect attendance each morning on announcements. Classes are excited to hear their class and disappointed when they do not.</i></p>	Denise Kelly	08/19/15 05/25/16	100	100%	 As of 05/23/16
	<p>1.1.22.4 Provide and follow through with a structure to following up with parents regarding their students' absences and follow through with providing assistance to those families.</p> <p><i>Comments on Status: 5/23/16 - Follow through was better as the year ended. Attendance was still variable. 3/21/16 - The structure is in place, however, follow through is still about 50%. Teachers do not routinely call regarding attendance concerns. Letters are sent quarterly instead of monthly. There is still work to be done. 12/18/15 - Sterling Elementary has established and informed families of how absences will be reported to them. Teachers have made attendance phone calls. A letter was sent to parents of students who have missed more than 10 days and those who had excessive absences. There is still a lot of work for this objective.</i></p>	Denise Kelly	08/19/15 05/25/16		75%	 As of 05/23/16
	<p>1.1.22.5 Explore additional ways to engage families in the school to increase parent involvement in order to increase student attendance. Explore possible funding sources for activities (Title 1, soda funds)</p> <p><i>Comments on Status: 5/23/16 - Tried engaging families with more varied activities that were created and run by students (family science day). 3/21/16 - Must continue to work on this objective. 12/18/15 - Held our November Family Day. Title 1 held a Battle of the Books for students receiving those services. Exploration needs to continue for this objective.</i></p>	Denise Kelly	08/19/15 05/25/16		90%	 As of 05/23/16

High	<p>1.1.23 By May 2017, as measured by the PBIS SET, 99% of Sterling students interviewed will identify the school's 3 expectations of safe, respectful and responsible behavior.</p> <p><i>Comments on Status: 5/23/2016 - 93% of students asked responded with the 3 expectations, though 100% of students could describe what the expectations looked like. 3/21/16 - SET interview is scheduled for April 2016</i></p>	Sterling Elementary	08/19/15 05/25/16	PBIS SET tool	93%	 As of 05/23/16
	<p>1.1.23.1 Create a survey to give to all students at the beginning and middle of the school year. Review data as a staff to determine overall student sense of social/ emotional well-being and identifying students who are at risk.</p> <p><i>Comments on Status: 5/23/16 - All students took the survey. PBIS committee decided to continue survey and track responses to 2 of the questions. 3/21/16 - Survey to be given again in April 2016 12/18/15 - Survey was created and given to students. PBIS committee reviewed the results and then reviewed concerning results with teachers to gather more information and to determine if there is a problem to be solved.</i></p>	Denise Kelly	08/19/15 05/25/16	100%	100%	 As of 05/23/16
	<p>1.1.23.2 Explore additional areas of interest for students and use of current school resources to promote those interests.</p> <p><i>Comments on Status: 5/23/16 - Students need to have more input in this process, but staff made some determinations that were enjoyed by students. 3/21/16 - This objective will need to be reviewed when our SDP is updated. Students will participate in a Kids2College activity week in May. There will also be an artist in residence in May. 12/18/15 - This objective has not been started.</i></p>	Denise Kelly	08/19/15 05/25/16		100%	 As of 05/23/16
	<p>1.1.23.3 Provide professional development resources and opportunities to teach an understanding of safe, respectful and responsible behavior (i.e. additional character education resources).</p> <p><i>Comments on Status: 5/23/16 - PBIS committee will be amending some of our current resources. 3/21/16 - Staff and students promote our school's expectations each month at our attendance assemblies. Our staff needs to address how bullying vs. teasing and reporting vs. tattling will be handled consistently across all staff members. 12/18/15 - PBIS committee and the school staff have determined that the expectations will be expanded to further enhance the learning of safe, responsible and respectful behaviors under the umbrella of our students being leaders. Continuous professional development will be provided.</i></p>	Denise Kelly	08/19/15 05/25/16		80%	 As of 05/23/16
	<p>1.1.23.4 Provide a consistent message about Stop-Walk-Talk, bullying and harassment.</p> <p><i>Comments on Status: 5/23/16 - This action step was not completed this school year. Will address for next school year. 3/21/16 - This will be planned for before the end of the 2015-2016 school year. 12/18/15 - A plan for this objective has not yet been developed.</i></p>	Denise Kelly	08/19/15 05/25/16			 As of 05/23/16
	<p>1.1.38 By May 2016, 95% of Sterling Elementary students will be included in an SGM related to reading or math.</p> <p><i>Comments on Status: 3/21/16 - 95% of all students at Sterling Elementary are included in at least one SGM. 12/18/15 - 95% of students at Sterling Elementary are included in at least one SGM for reading or math.</i></p>	Sterling Elementary	08/19/15 05/25/16	SGM documents	95%	 As of 05/23/16
	<p>1.1.38.1 Follow schedule for SGM process including completing training modules, self-reflection/calibration conferences, mid-year reviews and summative evaluations.</p> <p><i>Comments on Status: 5/23/16 - All SGMs were completed. 3/21/16 - Mid-year reviews occurred. Summative evaluation conferences are underway. All other items have been completed. 12/18/15 - This objective is on target. Mid-year reviews will be scheduled for the month of January.</i></p>	Denise Kelly	08/19/15 05/25/16			 As of 05/23/16
	<p>1.1.38.2 Professional Development: Book Talk with Marzano's Designing and Teaching Learning Goals and Objectives: Classroom Strategies that Work over the 1st semester</p> <p><i>Comments on Status: 12/18/15 - All certified personnel participated in this book talk with their colleagues.</i></p>	Denise Kelly	08/19/15 05/25/16		100%	 As of 05/23/16
	<p>1.1.38.3 Communicate to parents and site council what the SGM is and how we are using the early release and in-service time.</p> <p><i>Comments on Status: 5/23/16 - Communication occurred at each site council meeting and PTA meeting. 3/21/16 - Communication is on-going. 12/18/15 - Communications with parents occurs through newsletters and Facebook. Communicated with Site Council has occurred and the Council will continue to be updated.</i></p>	Denise Kelly	08/19/15 05/25/16		100%	 As of 05/23/16

 Not Started  Deferred  On Target  Off Target  Waiting on Someone  Critical  Achieved