

G. C. BURKHEAD ELEMENTARY

(NAME OF SCHOOL)

SCHOOL IMPROVEMENT PLAN

ASSURANCE CERTIFICATION **School Year 2008-2010**

The G.C. Burkhead School council and school planning committee reviewed the Assurances in the *Kentucky Improvement Planning School Framework* prior to approval of our plan

Bryan Lewis, Principal	10/21/08
Chairperson, School Council	Date
Melissa Case, Assistant Principal	10/21/08
Chairperson, School Planning Committee	Date

Plan Approved by School Council:
10/21/08

Date

School Council Members

Bryan Lewis	Principal
Deb Blocker	Teacher
Angela Isaacs	Teacher
Lisa Jagers	Teacher
Erika Gruber	Parent
Elaine Nichols	Parent

MISSION STATEMENT

At G. C. Burkhead Elementary, we believe that all children can and will learn. To ensure that all children reach their maximum potential- **“We find success in each one, some way, every day.”**

EXECUTIVE SUMMARY

Our School Improvement Plan's major focus for the 2008-2010 is focusing on subpopulations while maintaining the high level of performance already demonstrated by the school as an entity. There will be a continued focus on *The Thoughtful Classroom* teaching model, refining the MAP assessment program, and working on improving our math program through differentiated instruction. School-wide professional development for 2008-2010 will focus on effective collaboration, writing, and implementation of authentic assessments. The Title I will concentrate on guided reading and writing in primary, with equal time given to both, writing in fourth grade, and literacy math in fifth. We will continue the E. S. S. daytime waiver option that will also be used in the language arts area.

In the remaining components of the SIP, Learning Environment Component strategies include focusing on providing a safer learning environment for students and improving working relationships and communication with parents. The Efficiency Component includes strategies to promote and invigorate the mission and vision for G. C. Burkhead through monitoring and meaningful feedback. Additionally, vertical and horizontal collaboration must occur when evaluating core content to ensure that all material is covered sufficiently.

The 2008-2009 Process of Developing the School Improvement Plan

- The mission statement was developed and approved by staff in 2002.
- The entire staff conducted a data analysis on the 2008 KCCT data during a school wide Professional Development day. The data analysis guidelines from the state department were used to analyze and disaggregate the test information.
- Along with the new data analysis information, 2008 NCLB test data, and SB 168 information were also considered as support for strategies and activities that needed to remain in the current school plan.
- Each committee devised an action plan based upon data analysis that included strategies to be used in the School Improvement Plan.
- A parent survey was issued to obtain input on school needs.
- Based on the information collected and reviewed, and the Standards and Indicators for School Improvement, the 2008-2010 School Improvement was updated.
- The new plan was submitted to the council at the October 21, 2008 site based council meeting.
- On October 21, 2008, the council reviewed and accepted the Priority Needs, Causes, Goals and Objectives, and Strategies and Activities at a public meeting.

COMMUNICATION PLAN

How will the Comprehensive Improvement Plan and Other Important Information Be Shared with Stakeholders?

All stakeholders, i.e., parents, faculty members and community members, will be informed that copies of the plan are available in the school office or on the school and district website for their review. In addition, faculty members, PTA leadership, and SBDM Council members will be provided with a copy of the plan. Discussion of the plan and results of implementation of the plan will occur at SBDM Council Meetings and faculty meetings.

How will Input Continue to be Gathered from Stakeholders?

Information will be gathered from stakeholders through the SBDM Council Meetings, PTA Meetings, and faculty meetings. Additional input from stakeholders will occur through surveys. A review of mid-cycle assessment results will be conducted by the faculty and SBDM Council in the fall of 2009 and reviews of impact information will be conducted at SBDM Meetings each year.

COMPREHENSIVE PLANNING COMMITTEE

NAME	POSITION/REPRESENTING
Karen Reynolds	Science Committee Chair
Benita Buckles	Math/Title I
Mary Lynn Horn	Special Education
Kathy Schaffrick	Curriculum/Assessment/Instruction
Carrie Skaggs	Information/Technology
Kim Elmore	Learning Environment
Susie Sherrard	Language Arts
Debby Duda	Arts/Humanities
Crystal Wilkerson	Social Studies
Bryan Lewis	Principal
Melissa Case	Assistant Principal
Mary Isham	Counselor
Pam Milby	Counselor
Suzanne Parrett	Family Resource Coordinator
Sheila Browning	Parent and PTA President

Action Component: Academic Performance Component Manager(s): <u>Bryan Lewis, Melissa Case</u> Date: October 15, 2008 School/District: G.C. Burkhead Elementary/Hardin County Schools	
Priority Need:	Goal:
<ul style="list-style-type: none"> Based on our 2008 NCLB Report, the percentage of students scoring proficient and above in Reading decreased by seven percent. 	<ul style="list-style-type: none"> Students will meet the Annual Measurable Objective of 67.04 in spring 2009, and 73.64 in spring 2010
<ul style="list-style-type: none"> Students with disabilities did not make Adequate Yearly Progress in reading in 2008. 	<ul style="list-style-type: none"> The number of students with disabilities scoring at the proficiency level in reading on the 2009 NCLB report will increase by 15% and 10% in 2010.
Priority Need:	Goal:
<ul style="list-style-type: none"> Based on the 2008 NCLB report, 32% of students with disabilities performed at the proficient level. If performance does not improve, that subpopulation will not meet the Annual Measurable Objective in 2009. 	<ul style="list-style-type: none"> The number of students with disabilities scoring at the proficiency level in reading on the 2009 NCLB report will increase by 10% and 10% in 2010.
Priority Need:	Goal:
<ul style="list-style-type: none"> According the 2008 Kentucky Performance Report, significant performance gaps are evident among African-American, Extended School Services and Free and Reduced Lunch populations in most content areas. 	<ul style="list-style-type: none"> Each year, the Kentucky Performance Report will reflect a decrease in performance gaps among subpopulations.

Action Component: Academic Performance**Component Manager: Bryan Lewis, Melissa Case**

Activity Number	NCLB SB168	Strategy/Activity	Responsible Person	Start/End Date	Cost/Funding	I PI NI	Date	Implementation/Impact CHECK
1	NCLB	Teachers will use Kentucky's Combined Document and/or curriculum guide as a starting point when planning instruction to ensure content coverage across the curriculum.	<ul style="list-style-type: none">▪ Bryan Lewis▪ Melissa Case▪ Instructional Staff	10/08	\$0			
2	NCLB	Authentic assessments (open response, On Demand, multiple choice, task rotations, etc.) will be created at all grade levels, using the combined document as a reference for development.	<ul style="list-style-type: none">▪ Bryan Lewis▪ Melissa Case▪ Instructional Staff	10/08	\$0			
3	SB 168	The Open Book reading program will be utilized as an aid to students in the area of reading. With this program, special needs students and English Language Learners will have individualized plans implemented to meet needs.	<ul style="list-style-type: none">▪ Bryan Lewis▪ Melissa Case▪ Instructional Staff	10/08	\$0			
4	SB 168	Teachers' will utilize varied instructional practices reflecting Depth of Knowledge and Thoughtful Education strategies that meet individual student needs.	<ul style="list-style-type: none">▪ Bryan Lewis▪ Melissa Case▪ Instructional Staff	10/08	\$0			
5	NCLB	Intentional focus will be placed on answering open response questions with appropriate vocabulary and pertinent details.	<ul style="list-style-type: none">▪ Bryan Lewis▪ Melissa Case▪ Instructional Staff	10/08	\$0			

Action Component: Academic Performance Component Manager: Bryan Lewis, Melissa Case

Activity Number	NCLB SB168	Strategy/Activity	Responsible Person	Start/End Date	Cost/Funding	I PI NI	Date	Implementation/Impact CHECK
6	SB 168	Teachers will utilize MAP data, as well as other assessments, to differentiate instruction, meeting student needs at all levels.	<ul style="list-style-type: none"> ▪ Melissa Case ▪ Mary Isham ▪ Instructional Staff 	10/08				
7		GC Burkhead writing plan will be updated and monitored to increase performance in On Demand writing.	<ul style="list-style-type: none"> ▪ Beth Borders ▪ Instructional Staff 	10/08				
8	SB 168	Thoughtful Education Reading for Meaning will be used to develop inference skills among students of all subgroups.	<ul style="list-style-type: none"> ▪ Bryan Lewis ▪ Melissa Case ▪ Instructional Staff 	10/08				
9		Student work will be analyzed to determine student strengths and weaknesses, and used to determine if students have mastered standards.	<ul style="list-style-type: none"> ▪ Instructional Staff 	10/08				

Action Component: Academic Performance Component Manager: Bryan Lewis, Melissa Case

Activity Number	NCLB SB168	Strategy/Activity	Responsible Person	Start/End Date	Cost/Funding	I PI NI	Date	Implementation/Impact CHECK
10	SB 168	The Title I certified teacher will serve as coordinator of math activities for all grade levels, with a focus on differentiation of math and reading instruction, with an emphasis on 3 rd and 4 th grade.	Benita Buckles	10/08	Title I funds			
11	NCLB	Title I's focus will be guided reading and writing in primary, writing in fourth grade, and literacy and math in fifth.	Benita Buckles	10/08	Title I funds			
12	SB 168 NCLB	ELL students will be provided specially designed instructional activities to make content more comprehensible in the regular classroom.	<ul style="list-style-type: none"> ▪ Dolores Rankin 					

Action Component: Learning Environment Component Manager(s): <u>Suzanne Parrett</u> Date: October 15, 2008 School/District: G.C. Burkhead Elementary/Hardin County Schools	
Priority Need:	Goal:
<ul style="list-style-type: none"> Based on parent and staff input, school safety is a concern at G.C. Burkhead, due to the open campus setting. 	<ul style="list-style-type: none"> By 2010, a facilities plan will be in place for renovation to enclose campus, providing all students and staff with a safe learning environment.
Priority Need:	Goal:
<ul style="list-style-type: none"> Regular communication of school-wide events, educational opportunities, and student performance should be readily available for all stakeholders. 	<ul style="list-style-type: none"> G.C. Burkhead will see growth in parent involvement activities and student performance due to quality communication.
Priority Need:	Goal:
<ul style="list-style-type: none"> Students are faced with some barriers to learning by not having the appropriate study skills needed. Also, additional opportunities outside of the classroom to learn. 	<ul style="list-style-type: none"> The school's Annual Measurable Object and Academic Index will continue to increase each year, as students are provided extra services to assist learning.
Priority Need:	Goal:
<ul style="list-style-type: none"> Professional Growth Plans and Professional Development within the school should be aligned to school improvement plan in order have intentional focus on the school's needs. 	<ul style="list-style-type: none"> Teachers will be provided with needed tools to improve achievement for all students.

Action Component: Learning Environment**Component Manager: Suzanne Parrett**

Activity Number	NCLB SB168	Strategy/Activity	Responsible Person	Start/End Date	Cost/Funding	I PI NI	Date	Implementation/Impact CHECK
1		A facility plan will be presented to the board or district level personnel for facility improvements to G.C. Burkhead that will ensure safety of our students	<ul style="list-style-type: none">▪ Bryan Lewis▪ Melissa Case	Spring 2009-Spring 2010	Section 7			
2		Parent Involvement activities will be offered regularly throughout the year to promote a welcoming school environment and school success strategies from home-to-school learning.	<ul style="list-style-type: none">▪ Suzanne Parrett▪ Benita Buckles	10/08	YSC funds			
3		A monthly newsletter will be distributed school-wide and the school website will be updated regularly to disseminate information to all stakeholders.	<ul style="list-style-type: none">▪ Suzanne Parrett▪ Paula Skees	10/08	YSC Funds			
4		A parent listserv will be established for parents who elect to receive updates and reminders regarding school activities.	<ul style="list-style-type: none">▪ Suzanne Parrett▪ Instructional Staff	1/08				

Action Component: Learning Environment Component Manager: Suzanne Parrett

Activity Number	NCLB SB168	Strategy/Activity	Responsible Person	Start/End Date	Cost/Funding	I PI NI	Date	Implementation/Impact CHECK
5	SB168	A study skills program will be offered in the upper grades to reduce barriers in learning extensive content.	<ul style="list-style-type: none"> ▪ Mary Isham ▪ Pam Milby ▪ Instructional Staff 	1/09				
6	NCLB	Homework help will be offered once per week for students needing extra assistance.	<ul style="list-style-type: none"> ▪ Suzanne Parrett ▪ Instructional Staff 	10/08				
7	SB 168	Parent volunteers will be utilized for small group instruction to enhance learning at all levels.	<ul style="list-style-type: none"> ▪ Benita Buckles ▪ Instructional Staff 	1/09				
8		Professional development activities and professional growth plans will be aligned to the School Improvement plan.	<ul style="list-style-type: none"> ▪ Professional Development Chairperson ▪ Bryan Lewis ▪ Melissa Case 	4/09-4/10				

Action Component: Efficiency Component Manager(s): <u>Bryan Lewis, Melissa Case</u> Date: October 15, 2008 School/District: G.C. Burkhead Elementary/Hardin County Schools	
Priority Need:	Goal:
<ul style="list-style-type: none"> Stable administration will make it easier to have consistent monitoring of instructional practices and intentional focus on academic performance. 	<ul style="list-style-type: none"> Walk-throughs and monthly checks of open-response and On Demand will provide opportunities for teachers to receive regular feedback on instruction.
Priority Need:	Goal:
<ul style="list-style-type: none"> Vertical alignment of curriculum needs to be re-evaluated in some content areas to ensure coverage of material and the rigor of material must be consistent. 	<ul style="list-style-type: none"> All content will be covered with the appropriate depth of knowledge, reflecting an increase in math and social studies scores on NCLB and KCCT reports at end of 2010 biennium.
Priority Need:	Goal:
<ul style="list-style-type: none"> Efficiency for students receiving special services through ESS and special education needs to improve to maximize learning for those students. 	<ul style="list-style-type: none"> The gap between Special education /ESS subpopulations and all students will decrease at the end of the 2010 biennium.

Action Component: Efficiency**Component Manager: Bryan Lewis, Melissa Case**

Activity Number	NCLB SB168	Strategy/Activity	Responsible Person	Start/End Date	Cost/Funding	I PI NI	Date	Implementation/Impact CHECK
1		Administration will conduct monthly checks for On-Demand writing and Open Response questions that are tied to regular classroom instruction.	Bryan Lewis Melissa Case	10/08				
2	NCLB SB 168	Vertical collaboration will take place to ensure the math curriculum is rigorous, focuses on higher order thinking skills and supplemented as needed to address core content.	<ul style="list-style-type: none">▪ Benita Buckles▪ Teachers▪ Title I Coordinator	10/08-8/09	Textbook funds			
3		Vertical Collaboration will take place between 4 th and 5 th grade teachers in the area of social studies to ensure alignment of curriculum.	<ul style="list-style-type: none">▪ Crystal Wilkerson▪ 4th and 5th grade teachers	10/08-8/09				
4		The PLVS Curriculum will be evaluated to determine where each sub-domain is being covered to ensure content coverage.	<ul style="list-style-type: none">▪ Mary Isham▪ Pam Milby▪ PLVS teachers					
5	SB 168	Professional development will be provided to collaborating teachers in order meet needs of special education students more efficiently.	PD Coordinator	6/09-8/09	\$300/PD funds GRREC			

Action Component: Efficiency**Component Manager:**

Activity Number	NCLB SB168	Strategy/Activity	Responsible Person	Start/ End Date	Cost/ Funding	I PI NI	Date	Implementation/Impact CHECK
6	SB 168	ESS coordinator and classroom teachers will work together to ensure students are pulled at most opportune time.	<ul style="list-style-type: none">▪ Benita Buckles▪ Instructional Staff	11/08				