

# Action Plan for Discovery Charter School



Prepared By: Kathy Prescott and Ashley Cerezo

March 2020-March 2021

## Goal One

The school will continue to exhibit a positive school culture that focuses on respect and consistent expectations for both students and staff.

Critical Need:
----------------

There are new staff members each year that do not understand the reason behind the expectations or the way things are done.

Team building needs to be more deliberate

Maintaining consistent use of nest points in all classes and entering them is necessary for a successful implementation of SOAR and rewards

Additional duties need to be more seriously understood by the staff

Communication and collaboration among staff members need improvement to better support student success

Leadership plans activities and celebrations throughout the year to reinforce positive school culture

A school calendar is imperative to plan events and activities throughout the school year.

Teachers need to continue to monitor the halls in passing

Hallway classroom walls need to continue to apply curriculum to themes

## Action Plan

<b>Task</b>	<b>Responsible</b>	<b>Resource needed</b>	<b>Means to assess</b>	<b>Timeline</b>
New teachers will be given a specific time for inservice that is just for them at the start of the year.	Leaders	Teacher binders	New teachers are able to explain the reason for the expectations.	August and September
Staff meetings throughout the year will examine how the 5/6 and 7/8 teams are functioning as a team and what could be improved		Allotted time- 2 meetings a month	Log of the feedback and decisions	Throughout the school year
Teachers need to ensure that nest cards are distributed at the start of class each period and are consistently used for positive and negative points according to the listed expectations.	staff	Cards distributed or made each four weeks (Digital in Distance)	Observations from leaders	All year

<p><b>(Modified for Distance Learning- teachers will track and enter independently by week 3)</b></p>				
<p>Consistent usage of nest points must be maintained to successfully implement both positive reinforcement and tracking SOAR concerns <b>(Modified for Distance Learning - email contact to parents to disseminate point info)</b></p>	<p>Staff</p>	<p>Nest accounting system: Google form</p>	<p>Data collection each week by leaders</p>	<p>Weekly</p>
<p>Staff is assigned to additional duties ( morning, afternoon, and lunch) and are expected to actively engage in the duty.</p>	<p>All staff</p>	<p>Leaders will develop a schedule for each duty for the year</p>	<p>Leader observations will ensure all staff is present and engaged and if they cannot be there a substitute has been arranged</p>	<p>Discovery staff will demonstrate active participation in all assigned duties throughout the year</p>

The school counselor will ask staff to identify students not making progress ( academic or behavioral) and will meet with staff to identify a plan and strategies that may be working	School counselor	A message will go out to staff to identify students in need	Counselor will hold monthly meetings and determine if further intervention is needed or to set up a formal SST	Written records and greater support for students
The Leadership Director will meet with the school leaders to develop a year long incentive plan ( <b>Meeting virtual while in Distance Learning</b> )	Director and leaders	Budget for incentives Activities and plans for the year	The plan will be implemented	Photos, certificates, review by staff and students
A composite school calendar will be developed	Leaders and Director	Posted calendar inclusive of all social and professional events distributed	Posted	All events occur
The school will develop an individual incentive for individuals for		Budget for incentives	Spread sheet of those who reach goals	More students will want to achieve positive points

positive next point goals. <b>(Modified for Distance Learning-Leadership director is tracking and providing incentives)</b>				throughout the year
The leadership director will set the themes for the monthly hall walls	Leader Director		All staff will participate	Halls will be ready each month <b>(Not in Distance Learning)</b> .

## Goal Two

Review and revise curriculum maps for a consistent format for each curriculum area and level.

Critical Need:

The curriculum from 5-6 to 7-8 for science and Language Arts is not articulated and progressive from one phase to the next in the differentiated levels

Writing anchors need to be established for each level in Language Arts

Enrichment teachers need to develop a two year cycle for 5-6 and 7-8 so that the curriculum is different for each phase.

Pentathlon themes need to be incorporated into the curriculum throughout the year.

Curriculum maps need to reflect the state standards

<b>Task</b>	<b>Responsible</b>	<b>Resource needed</b>	<b>Means to assess</b>	<b>Timeline</b>
A consistent curriculum map format will be designed.	Leaders in conjunction with the Content leader group	Copies of the state standards	All maps will resemble the same format	Start of the school year for trimester one
Language arts and Science will develop new maps for each phase and level	Ashley Cerezo Gabri Dominquez	Time and supplies	The maps will be completed and followed	Start of the school year for trimester one
Writing anchors will be established for each grade level to use for assessment	Language arts staff	Standards	These anchors will be the guide for grading work	Quizzes and test will use these anchors for consistent grades
Enrichment teachers will develop cycle one of the two year cycles for both 5-6 and 7-8	Enrichment leader	Standards	Maps will be displayed	Curriculum will be sequential 5-8 for each enrichment area

An insert will be developed for each curriculum area to allow time for Pentathlon theme. <b>(Suspended for Distance Learning)</b>	Leader Director	Curriculum for Pentathlon	Inserts will be followed	All students will be enriched by the theme

### Goal Three

The school will increase formalized assessment in content areas that will be used to measure progress throughout the school year.

Critical Need:

The California dashboard does not indicate significant growth in math or Language arts for most sub groups. Teachers have no formal assessment throughout the year to measure growth in their subject except math



Teachers need inservice on how to use data and provide needed remediation

Data is an important aspect of SSTs and IEPs

We need to ensure that our intervention students receive the support they need to close the achievement gap

<b>Task</b>	<b>Responsible</b>	<b>Resource needed</b>	<b>Means to assess</b>	<b>Timeline</b>
The Davis test will be used to monitor growth and readiness for the next level of math	Michelle Zuniga	The on-line testing	The scores will be compared each trimester for growth and shared with the students	Three times a year . The final test will help determine placement for math the following year
Pearson Aims testing will be implemented grades 5 to 8 in language arts and math	Ashley Cerezo	On line testing	Scores will be analyzed and growth monitored and share at parent conferences	Each trimester
Math/Language Arts IXL will be implemented for all Varsity levels to be used in Reinforcement lab <b>(Modified for Distance Learning-</b>		Purchase the license for 140 students	Data will be reviewed and shared with the math and language arts teachers	Monthly

<b>happening in math and LA classes)</b>				
AR will be implemented for all students in grades 5-8		Purchase AR license for each student	AR goals will be set for different levels and will be monitored	Throughout the school year
ELCAP testing will be completed for all EI students and used as a guide for instruction for these students		EI Coordinator will be trained in testing and share the data with the Language Arts teachers	The EL Coordinator will schedule one day a week in LA to work in small groups on reading and vocabulary	Throughout the school year
EI after school support will be provided by the EI Coordinator <b>(Modified for Distance, EL coordinator pushing in to Zooms, scheduling one-on-one or small groups as needed)</b>		Snack and supplies	Students will register and apply an a schedule will be provided	Leaders will observe and give feedback
The resource teacher and speech teacher will develop a schedule for seeing their students and will provide a guide to the		Working in the general ed class is the desired approach	Schedules will be developed by student need	Resource teacher will be included in staff meetings

subject teacher as to how the student will be supported by them				
Parent report card conferences will be held twice a year <b>(Modified for Distance to take place on Zoom)</b>		Substitutes will be assigned	Time schedules will be sent home	Conferences will be held first and second trimester
SWO projects will be redesigned to be integrated into curriculum for specific content subjects and graded throughout the year <b>(Suspended for 2020-21 year)</b>	Committee of staff and students		The new SWOS will be implemented at the start of the school year	Grades for SWOs and the new approach will be assessed for effectiveness
Support given to the Varsity students will be reviewed throughout the year by analyzing data: SOAR, Grades, AIMS, IXL, AR, nest points, focus groups and surveys	Leaders		Data will be shared in staff meetings at the trimester	Varsity support will be reviewed at the end of the year for effectiveness.
The middle school counselor will develop an on-going rotation of	Kathy Prescott		Calendar and agenda will be maintained	This approach will augment and support issues such as social

special groups by need when on campus teaching resumes, with <b>distance learning will have open office hours to meet with students on an individual basis</b>				and behavioral issues etc.
--	--	--	--	----------------------------

## Goal Four: Instructional Strategies

Teachers will be enthused and energetic teachers using a variety of differentiated instructional strategies that meet the needs of the learners and help support active engagement in the classroom.

### Critical Need:

Creative teaching days have been successful and need to be continued but integrated into the curriculum

Support staff is not integrated into the teaching in the classroom

Learning guides need support to learn how to effectively work with the assigned teachers

Learning guides need to be proficient in basic math language arts skills

Curriculum needs to be modified to meet the needs of the below grade level learner

Curriculum needs to be enhanced to challenge the honors level students

Levels of questioning within the class needs to enhance cognition

School leaders will give specific feedback on differentiation, support in the classroom, and questioning level

<b>Task</b>	<b>Responsible</b>	<b>Resource needed</b>	<b>Means to assess</b>	<b>Timeline</b>
Creative teaching days will be on the calendar three days a month <b>(daily during Distance Learning, will be scheduled when we return to in person teaching)</b>	Leaders	The Calendar	Staff will demonstrate an idea that they used at the next staff meeting	Throughout the school year
Support staff will be trained in approaches to be used in the classroom and in the reinforcement lab	Leaders	Substitutes	On-going observations throughout the year for the support staff	Review in November and March and make adjustments if needed
Leaders will help develop a support staff schedule	Leaders		Observations	Throughout the school year

<p>Lessons plans need to reflect a different depth or skill development for each of the three levels for all content areas</p> <p>Lesson plans need to contain a list of driving questions for the week</p>	<p>Math and Language arts review plans by supervisors Leaders will do science and social studies</p>		<p>Plans will be reviewed and commented on by the responsible person</p>	<p>Throughout the school year</p>
<p>Leaders and supervisors will observe at least once a month with specific feedback regarding questioning and cognition</p>	<p>Leaders and supervisors</p>		<p>Written feedback on observations with follow through activities in staff meetings to reinforce the idea of questions</p>	<p>Reflected in evaluations Cognition will improve in the classrooms</p>