RENEWAL PERFORMANCE MANAGEMENT PLAN TEMPLATE

E. Q. Scholars, Inc. d.b.a. Scholars' Academy

INDICATOR:[1] X Math ___Reading **DURATION OF THE PLAN**[2]**:** Begins December 1, 2011 to November 30 , 2014

MEASURE*	METRIC*	CURRENT STATUS*	End Target For This Plan* [3]
State standardized assessment	Percent (%) of students who score proficient on the State standardized assessment and Student growth percentile (SGP)	(Board staff will enter info here)	Meet or demonstrate sufficient progress toward the level of adequate academic performance as set and modified periodically by the Board.

STRATEGY I: Provide and implement a curriculum that improves student achievement.

Action Steps [4]	Timeline	Responsible Party	Evidence of Meeting Action Steps	Budget
1. Update hiring procedures to ensure all new teachers and staff are highly qualified, have an understanding of state standards and support the school's mission.	May 2012	Principal	Written procedures, including checklist of required qualifications/documentation available during interviews and hiring process. Highly Qualified attestation forms completed by all teachers.	No additional costs
2. Update formal and informal observation forms to include evaluation of teachers' implementation of curriculum	January 2012, updated annually as needed	Principal	Evaluation form that includes indicators of effective implementation of curriculum.	No additional costs
3. Form a curriculum and instruction committee consisting of the Principal, classroom teachers, and parents whose purpose is to review curriculum resources and research new resources as needed.	Quarterly meetings	Principal	Agenda, sign-in sheets and minutes from meetings that elaborate on discussions held and actions taken	No additional costs
4. Develop evaluation form for determining effectiveness of curriculum toward	January 2012,	Curriculum and Instruction committee	Evaluation Form	No additional

improving student achievement that includes input from stakeholders and student achievement data.	updated annually as needed			costs
5. Research available Math software to implement in classrooms with the lower performing students and in tutoring sessions.	May 2012	Math teacher, Principal	Reports on various Math software that is research-based and proven effective.	No additional costs.
6. Purchase research-based Math software.	July 2012	Principal	Software received by school and installed, as appropriate.	$22915
7. Revise 10th grade class schedule to include an AIMS preparation class	July 2012	Principal	New schedule of courses that includes extra time for AIMS prep course.	No additional costs
8. Curriculum and instruction committee reviews the school's curriculum each year, using evaluation form.	July of each year	Curriculum and Instruction committee	Completed evaluation form with action steps to be taken to improve student achievement, such as finding supplemental curriculum to fill in gaps in Saxon curriculum or extra practice to reinforce concepts-most of which can be found on the internet at no charge.	No additional costs
9. Conduct short, informal observation of teachers.	On-going throughout the year	Principal	Completed observation forms given to teachers as feedback on meeting the expectation of effective implementation of the curriculum. (Steps for teacher improvement plans are included in Strategy IV)	No additional costs
10. Conduct formal teacher observations as part of annual evaluation process.	Twice annually	Principal Governing Board will review principal in his classroom	Completed observation forms that include effective implementation of curriculum and follow-up meeting conducted with teachers. Contracts given to teachers based on their effectiveness. Teachers who are deemed ineffective will be dismissed.	No additional costs
11. Give summative unit assessments that are aligned to curriculum, as provided in curriculum.	At the end of each chapter	Teachers	Teachers will analyze results of the summative assessment to determine if key concepts need to be retaught for the class or targeted instruction needs to be delivered to individual students.	No additional costs
12. Engage students in their own academic performance through completion of the E-	Every 9 weeks	Students, teachers	Completion and update of E-CAPS by each high school student that is filed	No additional

CAPS			with the students' records.	costs
13. Implement credit recovery program.	Starting 2nd semester of 9th grade, and each quarter following	Teachers	Rosters of students enrolled in credit recovery courses.	Same software as reading and writing curriculum purchased

STRATEGY II: Develop and implement a plan for monitoring the integration of the Arizona Academic Standards into instruction.

Action Steps [4]	Timeline	Responsible Party	Evidence of Meeting Action Steps	Budget
1. Check alignment of curriculum to state standards.	Annually as standards change	Principal	Printed report of correlations between Math curriculum and the state standards given to all members of the curriculum and instruction committee for review. Notification sent by the Principal to all teachers of changes to state standards in Math, as they occur.	No additional costs
2. Create detailed scope and sequence, based on correlations, which include performance objectives.	July 2012, revised each year	Teachers, Principal	Scope and sequence emailed to Principal for review. Principal will send feedback to the teachers prior to the start of the school year.	No additional costs
3. Create and implement lesson plans with performance objectives.	Weekly, prior to delivery of the lessons	Teachers, Principal	Copies of lesson plans are submitted by the teachers via email to the principal one week prior to implementing the lessons. The principal will provide feedback to the teachers relating to alignment of the lessons with Common Core Standards.	No additional costs
4. Update formal and informal observation forms to include evaluation of teachers' integration of state standards in the curriculum	January 2012, revised annually as needed	Principal	Evaluation form that includes indicators of integration of state standards in the curriculum.	No additional costs
5. Conduct short, informal observation of teachers.	On-going throughout the year	Principal	Completed observation forms given to teachers as feedback on meeting the expectation of integration of state	No additional costs

			standards in the curriculum. (Steps for teacher improvement plans are included in Strategy IV)	
6. Conduct formal teacher observations as part of annual evaluation process.	Spring of each year	Principal	Completed observation forms that include integration of state standards in the curriculum and follow-up meeting conducted with teachers.	No additional costs
7. Evaluate monitoring plan and make changes as necessary.	Ongoing but formally at the end of each school session.	Principal	Revised Strategy II in PMP that effectively enables school to monitor the integration of state Math standards into instruction.	No additional cost

STRATEGY III: Develop and implement a plan for monitoring and documenting student proficiency.

Action Steps [4]	Timeline	Responsible Party	Evidence of Meeting Action Steps	Budget
1. Purchase Acuity assessment system	July 2012	Governing Board	Contract signed by both parties	$8,000, estimate $8,500 2nd & 3rd year
2. Train staff to use new Acuity system	July 2012, ongoing throughout school year	Principal	Sign-in sheets for training sessions	Included in purchases cost of Acuity program
3. Assess all students to establish base line and level of need in the form of predictive tests.	3 times a year	Teachers	Completed assessments by all students	No additional costs
4. Progress checks on student performance on Acuity assessment	Quarterly	Teachers	Reports generated to show student growth and deficiencies	No additional costs
5. Offer parent trainings on using Acuity to access their students data	6 times a year	Principal	Invitations sent home to parents. Sign-in sheets from training sessions	No additional costs
6. Offer open computer labs for parents to access Acuity if they do not have the ability to do so from home	Once a week	Principal	Sign-in sheets listing parents who take advantage of the resource	No additional costs
7. Hold data meetings for all teachers to	Weekly	Teachers	Minutes from meetings; revised lesson	No

review and analyze student data on predictive, summative and benchmark assessments.			plans and scope and sequence as a result of data analysis	additional costs
8. Evaluate effectiveness of monitoring strategies and make necessary changes.	End of year	Principal	Revised strategy III of PMP.	No additional costs

STRATEGY IV: Develop and implement a professional development plan that supports effective implementation of the curriculum.

Action Steps [4]	Timeline	Responsible Party	Evidence of Meeting Action Steps	Budget
1. Update formal evaluation tool, which incorporates quantitative student academic outcomes as well as performance based on an Effective Teacher Rubric.	January 2012, updated annually as needed	Principal	Completed evaluation rubric that has at least 50% based on student achievement results.	No additional costs
2. Conduct a one-week training and orientation with teachers to norm expectations on the Math curriculum and instruction, which includes training on the established Effective Teaching Rubric.	July each year	Principal	Agenda and attendance record for training sessions. Teachers will carry out expectations as seen in observations.	$1500 included within professional development line item
3. Conduct bi-monthly topic specific professional development sessions on best Math practices specific to high need concepts identified though low performance on diagnostic and benchmark tests.	Aug – April each year	Principal	List of areas for development needed broken down by grade level after each benchmark assessment. Agenda and presentation materials from each PD session.	No additional cost
4. Evaluate the implementation of best practices for implementing Math that were taught in professional development sessions.	Throughout each school session.	Principal	Principal make notes about what strategies are being implemented, how well they are implemented, and suggestions for improvement on classroom observation forms.	No Additional cost
5. Design the daily schedule with two periods of planning time for teachers during the day to collaborate or observe other teachers.	By July 2012 and revised each summer.	Principal	Completed Daily Schedule that has a minimum of two 45-minute planning periods.	No Additional cost
6. Provide constructive feedback during drop in observations	Ongoing throughout	Principal	Observation form completed and given to teacher that includes an analysis of	No Additional

	school session.		standards alignment to activities, what went well in the classroom, and what can be improved.	cost
7. Conduct an evaluation of teachers based on established rubric.	Spring and Fall of each year	Principal Governing Board will review principal in his classroom	Evaluation report to teachers indicating strengths and weaknesses with a plan for improvement in next semester that includes specific action steps for leading to improvement.	No additional cost

Using the information entered in the " Budget" columns above, please provide a budget total that incorporates all strategies and action steps for each year of the performance management plan's implementation. For " Year 1" , please specify the fiscal year (e.g., 2011). The charter holder may add years, as necessary.

Year 1: Budget Total _$32415__ Fiscal Year 2012
Year 2: Budget Total _$10000_ Fiscal Year 2013
Year 3: Budget Total _$10000__ Fiscal Year 2014

Notes:
* Provided by ASBCS staff
1 Academic area to be addressed for improvement
2 Duration of the plan must align with the timeline presented in the Action Steps
3 Refer to Terms to Know in the Renewal Application Instructions
4 Repeat these action steps as necessary to include the appropriate number of steps to accomplish the strategy