Applicant Name: Grandview Associates, Inc. dba Sierra Preparatory Academy

Indicator (check one): Math __X___Reading **Duration of the Plan:** Begins July 1 and continues for two years

Measure	Metric	Expected/Predicted Baseline Based on Enrollment of Target Population	Annual Target For The Plan
State standardized assessment data (school average)	Percent (%) of students who score proficient on the State standardized assessment	84% (average for schools serving similar grades in the target area)	Meet or demonstrate sufficient progress toward the Academic Performance Expectations as set and modified periodically by the Board
	Average student growth percentile (SGP) on the State standardized assessment.	49 (Typical) (average for schools serving similar grades in the target area)	

Applicant does not edit sections in grey

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

Action Steps	Timeline	Responsible Party	Evidence of Meeting Action Steps	Cost and Budget Line Item
1. Acquire reading curriculum materials aligned with Sierra Prep's educational and Arizona Academic Standards for Language/Arts	May, 2014	Headmaster Business Manager	Invoices Delivered materials Delivery receipts	No additional cost to the budget. All costs are included in the budget. Budget Line Item: • Curriculum and Resource Materials • Library resources/Software
2. Hire all highly qualified faculty for implementation of the educational program:	June, 2014	Headmaster Business Manager	Hiring paperwork to include: •Resume •College diploma(s) •College transcripts • Letters of reference • Fingerprint clearance card	No additional cost to the budget. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits
3. Develop curriculum sequence and map reading standards for each grade	July 2014 Reviewed at the end of each trimester	Headmaster Faculty Alignment Coordinator (	The Headmaster will review and approve maps for each grade by trimester. Maps filed in office.	No additional cost to the budget. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits

Action Steps	Timeline	Responsible Party	Evidence of Meeting Action Steps	Cost and Budget Line Item
	Revised each year	Faculty function) Master teachers	Completed curriculum maps distributed to faculty.	• Curriculum and Resource Materials • Contracted Services AIS (prof.dev)
4. Implement reading instruction into the daily schedule	Starting the first day of instruction	Headmaster Faculty	Observations of class instruction by Headmaster Faculty evaluations	No additional cost to the budget. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits
5. Implement tutoring for students who demonstrate a need for additional learning time	Ongoing	Headmaster Dean of Students Faculty	Logs of participating students	No additional cost. Budget Line Item: • Salaries • Employee Benefits
6. Evaluate the effectiveness of reading curriculum based on trimester benchmark results and end of year exams in comparison to proposed end-of-year benchmark goals.	End of unit summative assessment results Every End of Trimester	Headmaster Faculty	Completed document listing areas needing extra emphasis for each grade. Completed revision of curriculum map to fill in gaps or create a stronger emphasis on needed area.	No additional cost. Budget Line Item: • Salaries • Employee Benefits

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

Action Steps	Timeline	Responsible Party	Evidence of Meeting Action Steps	Cost and Budget Line Item
1. Develop a Curriculum and Instruction Handbook that clearly explains expectations for lesson plans and instructional methods to be used to deliver curriculum.	June-August 2014 Revised yearly	Headmaster Faculty	Curriculum and Instruction Handbook has been completed and reviewed with faculty.	No additional cost to the budget. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits
2. Develop criteria for a teacher	July-August	Headmaster	The Headmaster uses the teacher	No additional cost to the budget. All costs

Action Steps	Timeline	Responsible Party	Evidence of Meeting Action Steps	Cost and Budget Line Item
observation form that includes an evaluation of the integration of state standards into instruction.	2014	Faculty	observation form that indicates whether or not teachers are integrating standards into instruction.	are included in the budget. Budget Line Item: • Salaries • Employee Benefits
2. Develop curriculum maps for reading aligned to standards	August 2014	Headmaster Alignment Coordinator (faculty function) Master teachers	A binder of curriculum maps distributed to teachers and a copy in the Headmaster's office	No additional cost to the budget. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits
3. Review faculty's weekly lesson plans to ensure they are aligned with the Arizona Academic Standards and in keeping with the established curriculum sequence and maps.	Weekly	Headmaster Alignment Coordinator (faculty function) Master teachers	A binder of submitted lesson plans for each teacher will be kept in the office.	No additional cost. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits
4. Review of curriculum maps alignment to standards and horizontal (between courses) and vertical (between grades) alignment	Monthly	Headmaster Alignment Coordinator (faculty function) Master teachers	A binder of revised curriculum maps distributed to teachers and a copy in the Headmaster's office	No additional cost. All costs are included in the budget. Budget Line Item: • Salaries Employee Benefits
	At the end of each trimester	Headmaster Alignment Coordinator (faculty function) Master teachers Faculty	A binder of revised curriculum maps distributed to teachers and a copy in the Headmaster's office	No additional cost. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits

Action Steps	Timeline	Responsible Party	Evidence of Meeting Action Steps	Cost and Budget Line Item
	Annually	Headmaster Alignment Coordinator (faculty function)	A binder of revised curriculum maps distributed to teachers and a copy in the Headmaster's office Recommendations for improvements and resource allocations submitted to Board for review and approval. Board Minutes reflect that.	No additional cost. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits
4. Teacher observation to ensure instruction is standards-aligned and effective	Ongoing	Headmaster Faculty	Written report will be issued if gaps are identified.	No additional cost. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits
5. Assess students' mastery of the standards through standards-aligned assessments	Ongoing End of Unit summative assessments End of trimester	Headmaster Faculty	Assessments documented in the lesson plans submitted List of students identified for tutoring	No additional cost. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits
6. Evaluate monitoring plan for integration of standards and revise as necessary.	Formal revision each summer before the start of the new school year	Headmaster Headmaster Alignment Coordinator (faculty function) Faculty	Completed revision of Strategy II in PMP that more effectively enables the school to monitor the integration of reading standards into instruction. Recommendations for improvements and resource allocations, and professional development submitted to Board for review and approval. Board Minutes reflect that.	No additional cost. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits

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

Action Steps	Timeline	Responsible Party	Evidence of Meeting Action Steps	Cost and Budget Line Item
1. Create and administer an initial reading assessment for students at the beginning of the year to identify areas of proficiency/deficiency of individual students and determine placement	First week of school in August 2014 And every year in August	Headmaster Faculty	Assessment results report broken down by mastery level of standards for each student and each class as a whole. Students' placement in class determined.	No additional cost. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits • Instructional Consumables
2. Review AIMS (subsequently PARCC) results to determine individual and whole-class strengths, gaps and areas of concern	Each year when AIMS (PARCC) results are received by the school	Headmaster Faculty	Needing students assigned to tutoring (Log of students), parent conferences performed (schedule of parent conferences), professional development activities planned (calendar of planned events), adjustments to curriculum and instruction planned and implemented (adjusted curriculum maps)	No additional cost. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits
3. Regular formative assessments will be administered to determine individual student's proficiency in reading and to determine improvements and gaps.	Ongoing Acuity – 3x a year: October, November February Every Mid-trimester Every End of trimester	Headmaster Faculty	Every Mid-trimester report card updates to all students Deficiency notices to any students who are earning a "D" or "F" in any course. Schedule of parent-teacher conferences	No additional cost. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits • Curriculum and Resource Materials

Action Steps	Timeline	Responsible Party	Evidence of Meeting Action Steps	Cost and Budget Line Item
			Every End of Trimester report cards identify potentially failing students – list of students identified Remediation plans developed for students – list of students on remediation plans ACUITY reports 3 times a year: October, November February	
4. Summative assessments/evaluations are performed and analyzed to determine individual student's proficiency in reading and to determine improvements and gaps in meeting standards.	First Mid-trimester First End of trimester Second Mid-trimester Second End of Trimester Third Trimester=Year End	Headmaster Faculty	Every Mid-trimester narrative evaluation updates Every End of Trimester narrative evaluations Third Trimester = Year end evaluations	No additional cost. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits
5. Implement remediation for students who demonstrate a need for additional learning	Ongoing	Headmaster Dean of Students Faculty	Logs of participating students	No additional cost. Budget Line Item: • Salaries • Employee Benefits
6. Academic Performance Report prepared and presented to the Board of Directors.	Monthly	Board of Directors Headmaster	Academic Performance Report filed in Board's documentation Governing Board minutes reflecting appropriate actions: directives to the Headmaster for curriculum adjustments and allocating of additional resources as needed.	No additional cost. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits

Action Steps	Timeline	Responsible Party	Evidence of Meeting Action Steps	Cost and Budget Line Item
7. Evaluate the efficacy of the system for monitoring and documenting of student proficiency.	During summer before the start of next school year	Headmaster Faculty	Minutes from meeting Sign in sheet Completed revision of Strategy III of PMP that improves the efficacy of the system for monitoring and documenting of student proficiency. Recommendations for improvements and resource allocations, and professional development submitted to Board for review and approval. Board Minutes reflect that.	No additional cost. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits

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

Action Steps	Timeline	Responsible Party	Evidence of Meeting Action Steps	Cost and Budget Line Item
1. Develop schedule for professional development at start-up	June 2014	Headmaster	Calendar of training events	No additional cost. No additional cost. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits
2. Deliver pre-school and ongoing knowledge building activities to include: • Arizona Academic Standards for Reading • Great Books • Socratic Seminar • Writing across the curriculum • Teaching across the curriculum	August 2014 Ongoing	Headmaster	Sign-in attendance logs Workshop teacher samples Curriculum sequence and maps Approved coursework by the Headmaster and on file in the office	No additional cost. No additional cost. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits • Contracted Services AIS (prof.dev.)
3. Create a formal evaluation template and teacher evaluation rubric and review all expectations during summer professional development.	August 2014	Headmaster	Evaluation rubric to Board of Directors for adoption. Minutes of Board meeting Sign-in attendance logs	No additional cost. No additional cost. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits
4. Create a formal evaluation template and rubric for the Headmaster, to be used on an annual basis by the Board of Directors.	August 2014	Headmaster Master Teachers	Evaluation rubric to Board of Directors for adoption. Minutes of Board meeting	No additional cost. Budget Line Item: • Salaries • Employee Benefits
5. Implement teacher observation	August 2014 – June 2015 Ongoing	Headmaster Master Teachers	Data reports from observation, identifying teacher gaps and learning needs Professional development schedule developed Minutes with agenda for professional development Sign in sheet	No additional cost. No additional cost. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits

Action Steps	Timeline	Responsible Party	Evidence of Meeting Action Steps	Cost and Budget Line Item
6. Conduct at least 1 "Summative Evaluation" per teacher per trimester.	September 2014 - June 2015 Ongoing	Headmaster	Completed "Summative Evaluation" forms identifying teacher gaps and learning needs Professional development schedule developed Minutes with agenda for professional development Sign in sheet	No additional cost. No additional cost. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits
7. Conduct targeted professional development activities identified through analysis of the teacher observation data, summative evaluations, Acuity assessment data, narrative student evaluations and AIMS (PARCC) reading results.	September 2014 through June-July 2015 Ongoing	Headmaster	Training agendas Sign-in logs Artifacts from professional development activities such as revised curriculum maps and lesson plans. Professional Growth Plan completed, approved by the Headmaster and on file in the office	No additional cost. No additional cost. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits • Contracted Services AIS (prof.dev.)
8. Conduct an evaluation of the efficacy of the professional development plan	End of school year	Headmaster Master teachers	Minutes from meeting Sign in Sheet Report submitted to Board for review Completed revision of Strategy IV of PMP that improves the professional development Report to The Board with recommendations for professional development activities and allocation of resources	No additional cost. All costs are included in the budget. Budget Line Item: • Salaries • Employee Benefits

The plan provides adequate resources to implement strategies I through IV regarding personnel capacity:

1. Teachers at Sierra Prep will be highly qualified and specially selected for their skills and experience to teach a liberal arts curriculum
2. The majority of the activities are part of their faculty duties and will be properly compensated though the salary and benefits, designed at Sierra Prep.
3. The budget allows for professional development resources purchased through the curriculum as well as additional professional development in purchased services in that regard.
4. Additionally, Sierra Prep will provide extensive in-house professional development as described below, where no additional resources besides the salary and benefits of the faculty and headmaster will be needed:

- Faculty will meet once a week for 1-2 hours to learn/discuss academic topics (this is beyond the biweekly faculty business meetings). One example would be taking a trimester to work through the Constitution in detail.
- The headmaster will teach intensive courses in Latin, Physics I, and other fundamental subject to help prepare teachers for Highly Qualified exams and to encourage a true Liberal Arts ethos.
- Sierra Prep will maintain and disseminate an online publication of national and international professional development opportunities in order to keep our faculty informed.
- We will actively seek additional external resources from institutions and individuals to sponsor teachers in additional professional development opportunities.