Performance Management Plan (PMP)
Evaluation Instrument-Reading
Edkey, Inc., Sequoia Elementary
Scoring Criteria and Comments

Each Performance Management Plan will be evaluated based on the inclusion of the required elements within each section. The evaluator will make the following determination:

FULL **D**ESCRIPTION – The plan sufficiently addresses all of the required elements.
PARTIAL **D**ESCRIPTION – The plan partially addresses the required elements.
VERY **L**IMITED **D**ESCRIPTION – The plan does not address each of the required elements.

I. PLAN NARRATIVE					
Required Elements	**A response that meets the requirement will include:**	**FD**	**PD**	**VLD**	**Comments**
A detailed description of all efforts conducted by the school in the past five years that demonstrates a concerted effort and capacity to improve pupil achievement.	○ the school's efforts for the previous five years to provide and implement a reading curriculum that improves student achievement. (Ex: Curriculum alignment, curriculum maps, pacing guides, instructional material adoptions, committee work, data review teams)		**X**		The description provided for the past five years lacks detail regarding actions taken.
	○ the school's efforts for the previous five years to develop and implement a plan for monitoring the integration of the Arizona Academic Standards into reading instruction. (Ex: Lesson plan review, formal teacher evaluations, informal classroom observations, checklists, data review teams)		**X**		The description provided for the past five years lacks detail as to how the actions taken has resulted in a plan for monitoring the integration of the Arizona Academic Standards.
	○ the school's efforts for the previous five years to develop and implement a plan for monitoring and documenting student proficiency in reading. (Ex: Formative and summative assessments, common/benchmark assessments, articulated assessment plan, data review teams)			**X**	The description provided does not include continuous efforts to develop or implement a plan for monitoring and documenting student proficiency.

	○ the school's efforts for the previous five years to develop and implement a professional development plan that supports effective implementation of a reading curriculum. (Ex: Articulated plan, literacy or math coach support, external consultant training, data review teams)			X	No description was provided.
A detailed description of the process used for conducting an analysis of relevant pupil achievement data.	○ the school's efforts for the previous five years to analyze relevant pupil achievement data. (Ex: data walls, data training, data review teams)		X		The description provided for the past five years lacks detail as to whether relevant data was analyzed.
	○ a detailed description of the types of data collected and the process used in conducting the analysis of the relevant data.			X	The description provided does not include detailed efforts to collect and analyze relevant data.
	○ justification of how data selected for the analysis is relevant to improving pupil achievement.		X		The description provided does not address how the selected data is relevant to improving pupil achievement. .
The findings from the data analysis.	○ the school's detailed interpretation of the findings from the data analysis of the school's relevant data for the previous five years, including patterns and trends, as well as strengths and weaknesses.		X		The description provided for the past five years lacks detail regarding identified patterns and trends.
	○ a representation of the findings using charts and graphs that are understandable to the reviewer and clearly depict the results.		X		The charts and graphs included did not provide a detailed representation of the findings from the data analysis. The charts and graphs included were not relevant to the findings from the data analysis.
A detailed description of how the plan that is presented is directly linked to the findings from the data analysis.	○ a description of the logic used to develop the PMP that demonstrates the connection between the findings from the analysis of the relevant data and the plan. (Ex: What we learned - What we are going to do with what we learned)		X		The description provided lacks detail regarding the connection between the findings and the development of the action steps in the plan.

II. PLAN TEMPLATE

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

Required Elements	A response that meets the requirement will include:	Comments

Action Steps	○ action steps for each strategy are based on the findings from the analysis of relevant data.		X		One or more of the action steps provided are not based on the findings from the analysis of relevant data.
	○ action steps for each strategy are sequential, timely, and contribute to the school's ability to meet the identified end target(s).	X			
	○ action steps for each strategy, to the extent appropriate, complement and support the other strategies.		X		The majority of the action steps provided complement and support the other strategies.
	○ action steps for each strategy include artifacts that provide evidence of the implementation of each action step.		X		The majority of the evidence includes tangible items that demonstrate the implementation of each action step.
Allocated Resources	○ adequate resources, i.e. time, money, personnel, etc. to implement the action steps that support the strategies.	X			
Strategy II: Develop and implement a plan for monitoring the integration of the Arizona Academic Standards into instruction.					
Required Elements	**A response that meets the requirement will include:**	**Comments**			
Action Steps	○ action steps for each strategy are based on the findings from the analysis of relevant data.		X		One or more of the action steps provided are not based on the findings from the analysis of relevant data.
	○ action steps for each strategy are sequential, timely, and contribute to the school's ability to meet the identified end target(s).	X			
	○ action steps for each strategy, to the extent appropriate, complement and support the other strategies.		X		The majority of the action steps provided complement and support the other strategies.
	○ action steps for each strategy include artifacts that provide evidence of the implementation of each action step.		X		The majority of the evidence includes tangible items that demonstrate the implementation of each action step.
Allocated Resources	○ adequate resources, i.e. time, money, personnel, etc. to implement the action steps that support the strategies.	X			
Strategy III: Develop and implement a plan for monitoring and documenting student proficiency.					
Required Elements	**A response that meets the requirement will include:**	**Comments**			
Action Steps	○ action steps for each strategy are based on the findings from the analysis of relevant data.		X		One or more of the action steps provided are not based on the findings from the analysis of relevant data.

	○ action steps for each strategy are sequential, timely, and contribute to the school's ability to meet the identified end target(s).	**X**			
	○ action steps for each strategy, to the extent appropriate, complement and support the other strategies.		**X**		The majority of the action steps provided complement and support the other strategies.
	○ action steps for each strategy include artifacts that provide evidence of the implementation of each action step.		**X**		The majority of the evidence includes tangible items that demonstrate the implementation of each action step.
Allocated Resources	○ adequate resources, i.e. time, money, personnel, etc. to implement the action steps that support the strategies.	**X**			
Strategy IV: Develop and implement a professional development plan that supports effective implementation of the curriculum.					
Required Elements	**A response that meets the requirement will include:**	**Comments**			
Action Steps	○ action steps for each strategy are based on the findings from the analysis of relevant data.		**X**		One or more of the action steps provided are not based on the findings from the analysis of relevant data.
	○ action steps for each strategy are sequential, timely, and contribute to the school's ability to meet the identified end target(s).	**X**			
	○ action steps for each strategy, to the extent appropriate, complement and support the other strategies.		**X**		The majority of the action steps provided complement and support the other strategies.
	○ action steps for each strategy include artifacts that provide evidence of the implementation of each action step.		**X**		The majority of the evidence includes tangible items that demonstrate the implementation of each action step. .
Allocated Resources	○ adequate resources, i.e. time, money, personnel, etc. to implement the action steps that support the strategies.	**X**			