RENEWAL PERFORMANCE MANAGEMENT PLAN TEMPLATE

Starshine Academy

INDICATOR:[1] ___Math _x__Reading **DURATION OF THE PLAN**[2]**:** March, 2012 to June, 2015

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. Purchase SRA Reading Labs for use in grades 2–12, including 1 Complete Kit of Labs 1C, 2C and 3B for each of 2 campuses	Research and purchase completed by July 22, 2012	Andy Klunk, Teacher/Assistant Headmaster; Jan Shoop, Superintendent; Trish McCarty, President & CEO	PO submitted by July 1, 2012 Product received by July 22, 2012 Product distributed to classrooms by August, 2012	Kit costs: Lab 1 - $788.61 Lab 2 - $817.17 Lab 3 - $758.28 Subtotal: $4728.12 Tax - $449.17 Estimated S&H $475 Total - $5652.29
2. Create Google Docs Student Progress Document Template	Complete by July 30, 2012	Rand Blunck, Technical Director/High School Teacher	Document is shared on Google Docs with applicable enrolled students	$0
3. Implement SRA Reading Labs in classrooms by week 2 of 2012-13 academic year	Beginning August 2012 and ongoing	Classroom Teachers	Classroom teachers demonstrate employing the materials as interventions to bring all students'	$0

	through May 2014		reading to grade level	
4. Purchase Wordly Wise 3000 for use in grades K–12	Purchase completed by July 22, 2012	Trish McCarty, President & CEO	PO submitted by July 1, 2012 Product received by July 22, 2012 Product distributed to classrooms by August, 2012	13 Kits Subtotal – $4084.30 Tax - $388.01 Estimated S&H $410 Total: $4882.31
5. Implement Wordly Wise 3000 in classrooms by week 3 of 2012-13 academic year	Beginning August 2012 and ongoing through May 2014	Classroom Teachers	Classroom teachers demonstrate employing the materials as interventions to bring all students' vocabulary to grade level	$0
6. Purchase Waterford Early Learning System for use in grades K–2 (Curriculum will also support pre-K for our planned preschool operations)	Purchase completed by July 22, 2012	Trish McCarty, President & CEO	PO submitted by July 1, 2012 Product received by July 22, 2012 Product distributed to classrooms by August, 2012	Cost of $10,000 (includes: Reading, Science, Math and installation, training and customer support) Subsequent years have a cost of $1,500
7. Implement Waterford Early Learning by week 3 of 2012-13 academic year	Beginning August 2012 and ongoing through May 2014	Rand Blunck, Technical Director/High School Teacher; Classroom Teachers	Software verified as installed and functional; classroom teachers demonstrate use of the curriculum to give the younger students a good head start in reading	$0
8. Update existing Curriculum	June 2012	Andy Klunk,	Curriculum Maps delivered to Jan	Summertime

Maps with new curricula and changes noted during the year - ensure Standard/Strand/Performance Objectives are noted and Curriculum Map/Pacing Guide is clearly aligned with both AZ and Common Core reading standards by grade level	through July 2012	Teacher/Assistant Headmaster; Jan Parsons, Teacher/Assistant Headmaster; Classroom Teachers	Parsons and Andy Klunk; copies available for K-12 classroom teachers	K-12 teachers providing updates at $25/hr x 4 teachers x 25 hours each = $2,500
9. Hire two full time Reading Specialist for small group intervention classes in grades K-12	July 2012	Trish McCarty, President & CEO	Both Reading Specialists employed	2 x Base salary of $45,000 per year for a total of $112,500 per year after including benefits

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. Have every K-12 teacher subscribe to masteryconnect.com for access to standards-based lessons and assessments	Complete by end of Fall Teacher Orientation/Professional Development Week for the 2011-12 academic year and yearly thereafter	Andy Klunk, Teacher/Assistant Headmaster; Jan Parsons, Teacher/Assistant Headmaster; Grade K-12 Classroom Teachers	Every K-12 teacher demonstrate access, data entry, reporting and navigation on the web site	$0
2. Have K-12 teachers create an account to the Common Core Maps at commoncore.org and use them to construct Language Arts units	July 2012 through May 2014	Jan Shoop, Superintendent, Andy Klunk, Teacher/Assistant Headmaster;	All teachers verify that they have an active account	Registration cost of $10 per teacher – estimated at 40

		Jan Parsons, Teacher/Assistant Headmaster		teachers: $400
3. Weekly Lesson Plans, grades K–12, shall specify Common Core standards	Weekly starting 2012-13 academic year	Andy Klunk, Teacher/Assistant Headmaster; Jan Parsons, Teacher/Assistant Headmaster; Grade K–12 Classroom Teachers	Every K-8 teacher's weekly lesson plan submissions verified to have documented ties to the Common Core standards; HS lesson plans for individuals or small group breakout sessions verified to have documented ties to the Common Core standards; spot check classroom observations by Asst. Headmaster verify compliance	$0
4. Enhancement to current Individual Learning Plan files for grades 8-12 shall include: target seat hours/lessons mastered in SRA reading labs, established by student/teacher conference, weekly assessment of progress shall be shared to student/teacher (a summary of student progress shall be emailed weekly to Asst. Headmasters), quarterly conference between student and teacher shall be held prior to quarter end and new goals established as necessary. Weekly goals shall reflect students overall academic goal (i.e. graduate in 3 years, earn credits necessary for college	Reasonable goal targets for returning students identified by week 1 of 2012-13 academic year; targets for incoming new students documented within 2 weeks of registration	Andy Klunk, Teacher/Assistant Headmaster; Jan Parsons, Teacher/Assistant Headmaster; Grade 8–12 Classroom Teachers	Individual Learning Plans consistently maintained by classroom teachers and verified by Asst. Headmaster	$0

admission, etc.)				
5. A+LS transition to Common Core standards monitored for progress on required timeline	Monthly review beginning July 2012 through March 2015	Rand Blunck, Technical Director/High School Teacher	Status documented and reported at each monthly Professional Development meeting	$0
6. Asst. Headmasters conduct weekly classroom walkthroughs to verify compliance to action steps	Beginning week 2 of 2012-13 academic year and ongoing weekly through March 2015	Andy Klunk, Teacher/Assistant Headmaster; Jan Parsons, Teacher/Assistant Headmaster	Weekly checklist on teacher compliance complete and posted on the District Intranet	$0

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. Complete benchmark tests using Galileo diagnostic/assessments materials 3 times per year (3rd test data shall be used to determine readiness for reading placement in the upcoming year)	Galileo testing available by end of May 2012 with student testing in August, January, and May of each academic year	Andy Klunk, Teacher/Assistant Headmaster; Jan Parsons, Teacher/Assistant Headmaster; Grade 2-12 Classroom Teachers	Diagnostic report from initial testing available at the end of week 3 of the 2012-13 academic year January and May benchmark reports available at the end of the second week of that month	$0
2. Monitor student progress in SRA Learning Labs using product assessment CDs	Beginning week 2 of 2012-13 academic year and ongoing through March 2015	Grade 2-12 Classroom Teachers	Student progress is current in the assessment tool, reports are generated weekly and verified by the Asst. Headmaster	Cost of $400.26 for CDs – Tax $19.01 S&H included in product purchase; Total $419.27
3. Complete A+ Learning Link assessments and reporting 2 times per year	August and January of each academic year	Grade 3-12 Classroom Teachers; Rand Blunck, Technical	Assessments complete on-line and reports generated and available within 2 weeks of assessment start	$2 per student, estimated Total

		Director/High School Teacher		$3,200.00
4. Capture Language Arts progress on Common Core standards in masteryconnect.com	Beginning week 2 of 2012-13 academic year and ongoing through March 2015	Grade K-12 Classroom Teachers	Compliance monitored by Asst. Headmaster at weekly staff meetings	$0
5. Teachers give academic feedback to students consistently & timely, either orally or written	Beginning week 2 of 2012-13 academic year and ongoing through March 2015	Grade K-12 Classroom Teachers	Compliance monitored by Asst. Headmaster at weekly staff meetings and verified by weekly walkthroughs	$0
6. Teachers circulate frequently to prompt student thinking and provide multiple opportunities to gauge understanding	Beginning week 2 of 2012-13 academic year and ongoing through March 2015	Grade K-12 Classroom Teachers	Compliance monitored by Asst. Headmaster at weekly staff meetings and verified by weekly walkthroughs	$0
7. Students demonstrate mastery at lesson end via written or oral responses. Teachers use this as feedback for revision or re-teach or progression through lesson plan	Beginning week 2 of 2012-13 academic year and ongoing through March 2015	Grade K-12 Classroom Teachers	Compliance monitored by Asst. Headmaster at weekly staff meetings and verified by weekly walkthroughs	$0

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. Prepare Professional Development training materials for teacher instruction in Academic Feedback, Questioning Techniques, Presenting	Module content completed one week prior to	Jan Shoop, Superintendent; Jan Parsons, Assistant Headmaster/Teacher; Andy Klunk, Assistant	Training materials published	$0

Instructional Content, Lesson Structure and Pacing, and Effective Methods for Grouping Students, Activities and Materials used in the Classroom, Thinking Types and Problem Solving Strategies	module training session	Headmaster/Teacher		
2. Professional Development Training	Calendar for training sessions set by July 2012	Jan Shoop, Superintendent; Jan Parsons, Assistant Headmaster/Teacher; Andy Klunk, Assistant Headmaster/Teacher	Agenda and staff sign-in sheets collected, scanned and posted on the District Intranet	$0
3. Professional Development Teacher Orientation Week on student use, teacher management and reporting with: Galileo, A+LS, A+ Learning Link, SRA Reading Labs, Common Core Maps, Headsprout, Wordly Wise 3000, Waterford Early Learning, Mastery Connect, commoncore.org, Curriculum Maps, Promethean Boards and the District Intranet	August 2012	Jan Shoop, Superintendent; Jan Parsons, Assistant Headmaster/Teacher; Andy Klunk, Assistant Headmaster/Teacher; Rand Blunck, Technical Director/HS Teacher; Crystal Price, Teacher	End of week assessment on the basics of the curricula components	$0
4. Staff submit StarShine Self-Assessment Rubrics: a goal-setting and evaluation tool for instruction, especially with regard to lesson planning and implementation, that is consistent with the StarShine Curriculum (which is aligned to AZ and Common Core standards)	Initiated Fall 2011-12, submitted monthly	All Staff	Self-evaluations updated and emailed to Trish McCarty monthly	$0

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: $0	**Fiscal Year: 2011-12**
Year 2: Budget Total: $139,554	**Fiscal Year: 2012-13**
Year 3: Budget Total: $117,200	**Fiscal Year: 2013-14**
Year 4: Budget Total: $117,200	**Fiscal Year: 2014-15**

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