CONTINUOUS IMPROVEMENT PLAN PROCEDURES

Allsport Academy's Continuous Improvement Plan procedures will be developed by implementing the following strategies and action steps to meet student learning needs; to increase meaningful involvement of parents, community and stakeholders; to ensure instruction is provided by highly qualified and effective staff; to ensure proficiency in English for ELLS; to ensure students graduate from high school; ensure that schools are safe, drug free, and conducive to learning; and that professional development is aligned to meet the identified needs of students and staff. The plan shall include support for instruction, resources for meeting these goals as well as how the school will monitor and adjust for the implementation of the plan and evaluate the overall effectiveness of the plan.

Organizing materials for review:

Objective/Strategy: Meaningful Consultation with Stakeholders

Parents/guardians, family members, school administration and teachers hold regular meetings to review Plan effectiveness and revise, as necessary, program procedures to assure proper implementation with focus to increase academic proficiencies of all students in all subgroups.

ACTION STEPS	PERSON RESPONSIBLE	Timeline	Resources Req'd	PD Needed
• Conduct analysis of student data and create master intervention schedule. Analyze surveys by all stakeholders to identify primary concerns.	Raquel Montoya	July 2012	$150.00*	Interpretation of Student Data and TA services
• Review and analyze student data, make adjustments to teaching strategies based on student needs. Identify root causes of primary concerns from the needs assessment.	Dan Bojorquez	Dec. 2012 April 2013		
• Conduct annual program evaluation w/Site Council to determine effectiveness of implemented strategies. Revise or strengthen policies and program as necessary.	Raquel Montoya	June 2013	$150.00*	
• Upon determination of policy and program changes, revisions to the CIP will be made in the ALEAT data base for implementation in the following school year.	Raquel Montoya	August 2013		

Objective/Strategy: Comprehensive Needs Assessment

A comprehensive needs assessment will be conducted by gathering data from all aspects of the school. Findings and conclusions based on quantitative and qualitative data from multiple sources will be evaluated to determine current state of the school and will be used to create effective reform. The data should be organized in a clear manner that all members of the school community will understand.

ACTION STEP	PERSON RESPONSIBLE	Timeline	Resources Req'd	PD Needed
1. School leadership • The mission, vision, values and philosophy as well as school culture will be assessed through surveys completed by all stakeholders.	Moses A. Montoya	August 2012 & May 2013		
• Leadership/Management Style	Joseph Massey	November 2013	$322.00	Capturing Kids' Hearts
• Conducting Staff Meetings	Moses A. Montoya	Bi-Monthly – SY13		
• Site Council Meetings	Raquel Montoya	Quarterly – SY 13	(*noted above)	
ACTION STEP	**PERSON RESPONSIBLE**	**Timeline**	**Resources Req'd**	**PD Needed**
2. Curriculum, Instruction & Professional Development • Develop school curriculum aligned with Common Core and State Standards	Zildaly Torres	June 2013	$5,000.00	Yes
ACTION STEP	**PERSON RESPONSIBLE**	**Timeline**	**Resources Req'd**	**PD Needed**
3. Classroom & School Assessments • Develop, implement and modify classroom and formative assessments based upon analysis of student data	Dan Bojorquez & Raquel Montoya	Quarterly SY13	$1,792.00	Yes
ACTION STEP	**PERSON RESPONSIBLE**	**Timeline**	**Resources Req'd**	**PD Needed**
4. School Culture and Climate • Establish a school environment that improves school safety and discipline and addressing other non-academic factors that impact student achievement, such as students' social, emotional, and health needs.	Moses A. Montoya & Joseph Massey	Ongoing SY13		
ACTION STEP	**PERSON RESPONSIBLE**	**Timeline**	**Resources Req'd**	**PD Needed**
5. Educator Professional Development • Title 1A – Target & Parent Involvement • SPED students – modifications to instruction • ELL students – ○ collaboration w/ELL instructor	Raquel Montoya Judy Gamboa Moses A. Montoya	August 2012 "		Yes

○ communicate w/parents/guardians • Classroom management • Discipline Matrix • Progress Reports/Report Cards – parent contact/communication • Analyzing Student Data for adjustments in learning instruction • Changing the School Culture • New Teacher Evaluations • World Class Learners & Developing New School Curriculum • 21 Century Technology • Administration of AIMS testing • Comprehensive Needs Assessment	Joseph Massey Joseph Massey Raquel Montoya Dan Bojorquez J Massey/J Montoya Raquel Montoya R Montoya/Zildaly Torres Raquel Montoya Moses A. Montoya Raquel Montoya	September 2012 October 2012 November 2012 December 2012 January 2013 January 2013 February 2013 March 2013 April 2013 May 2013		

Objective/Strategy: Strengthen Instruction for all Students

To improve student achievement as measured by reading and mathematics achievement, English language proficiency, attendance and graduation rate, the following strategies will be incorporated and aligned with Common Core and State Standards curriculum.

ACTION STEPS	PERSON RESPONSIBLE	Timeline	Resources Req'd	PD Needed
1. Strengthen Instruction for Title 1 Students ○ Rank & Order criteria will be followed when assessing new students ○ Determine student eligibility for Language Arts and Math intervention ○ Benchmark ○ Establish exit criteria for each content area	Raquel Montoya LA & Math Teachers	August 2012 August 2012		Yes
2. Schedule Targeted Interventions – Reading ○ Determine student's level of knowledge and understanding of key academic concepts. ○ Identify the tool used to measure student achievement ○ Benchmark quarterly to monitor progress ○ Determine if supplemental classroom instruction is needed as pull-out	Language Arts Teacher	August 2012 Oct. & Dec., 2012 March & May, 2013		Yes

intervention ○ Chart student progress ○ Determine the next steps regarding the individual student				
3. Schedule Targeted Interventions – Math ○ Determine student's level of knowledge and understanding of key academic concepts. ○ Identify the tool used to measure student achievement ○ Benchmark quarterly to monitor progress ○ Determine if supplemental classroom instruction is needed as pull-out intervention ○ Chart student progress ○ Determine the next steps regarding the individual student	Math Teacher	August 2012 Oct. & Dec., 2012 March & May, 2013		Yes

Objective/Strategy: Equitable Distribution of Effective Teachers

Students will have access to effective teachers and principals through equitable distribution of highly qualified professional staff to expand their learning opportunities.

ACTION STEPS	PERSON RESPONSIBLE	Timeline	Resources Req'd	PD Needed
1. Hiring policies state that teachers in all core subjects will be highly qualified at time of hire.	Raquel Montoya			
2. Stipends may be offered to teachers who return to teach when they show evidence of success in working with at-risk students or when new teachers apply showing evidence of experience in working with students from remedial and ethnic minority groups, or students with disabilities.	Raquel Montoya		TBD upon experience and funding available.	
3. Academic Coaching and Mentoring will be provided to assist teachers achieve mastery of academic content and improve techniques in the delivery of instruction.	Dan Bojorquez	December 2012	TBD	
4. PDs will continue to be provided based on the needs assessment conducted at the beginning	Raquel Montoya	As per master schedule	TBD	

of the school year and integrate comments and suggestions made on surveys completed at completion of monthly PDs.				
5. New Teacher/Principal Evaluation Instruments will be implemented this school year incorporating processes, both quantitative and qualitative, that include student achievement.	Raquel Montoya	January 2013	TBD	Yes

Objective/Strategy: Proficiency in English for ELLs

The 4-hour ELL Class may be modified as needed. Our ELL population is less than 20 students.

ACTION STEPS	PERSON RESPONSIBLE	Timeline	Resources Req'd	PD Needed
1. ELL students will be tested to determine proficiency in the English Language	Leah Gamboa	August 2012	TBD	Yes
2. Students will be classified as basic or intermediate	Leah Gamboa	August 2012		
3. ELL instruction will be given according to level of understanding	Leah Gamboa	August 2012		
4. ELL instructor will collaborate with Core teachers for the delivery of lessons required modifications.	Leah Gamboa	Ongoing SY13		
5. Monitor & evaluate student progress	Leah Gamboa	Quarterly		
6. Provide year-end assessment to determine achievement made.	Leah Gamboa	May 2013		

Objective/Strategy: High School Graduation

The school will continue to implement the ECAP process for 6th, 7th, 8th & 9th grades to transition them into high school and college career planning.

ACTION STEPS	PERSON RESPONSIBLE	Timeline	Resources Req'd	PD Needed
1. Parents/guardians are contacted individually and educated on the ECAP process.	Joseph Massey	September 2012		Yes
2. Parents of 8th & 9th grade students are asked to assist with the career development planning of their child.	Joseph Massey	October 2012		
3. 8th & 9th graders begin counseling to set goals for academic achievement and begin detail	Joseph Massey	Ongoing SY13		

search of various career paths. ○ Student Information Files are set up				

Objective/Strategy: Parent Involvement

Parents/guardians as well as other family member are invited to volunteer in the Parent/Teacher Site Council and in other committees that handle student activities throughout the school year.

ACTION STEPS	PERSON RESPONSIBLE	Timeline	Resources Req'd	PD Needed
1. At Enrollment, parents are invited to participate in any of the committees, with emphasis on the School Site Council.	Moses A. Montoya	Ongoing SY13		Yes
2. Two-way communication is emphasized and translation is always made available to teachers and parents.	Moses A. Montoya			Yes
3. Open House & Awards Nights are held three times a year. ○ 1st Open House – Title 1 Presented ○ 2nd Awards Night/Talent Show ○ 3rd Awards Night/Promotions ○ Transportation is offered at all parent meetings	 Raquel Montoya Moses A. Montoya Moses A. Montoya F. Gauna /O. Nagaoka	 September 2012 December 2012 May 2013	 $400.00 $516.00	Yes

Objective/Strategy: Technology

Students will become technology literate in the areas of telecommunications/internet, word processing, multimedia presentations, and the social/ethical aspects of technology through the introduction and implementation of 21st Century tools.

ACTION STEPS	PERSON RESPONSIBLE	Timeline	Resources Req'd	PD Needed
1. The Acceptable Use Policy was developed and introduced to parents and students during the 1st Open House to advise all stakeholders of the importance of adhering to rules established. Students and parents are required to read and sign agreement.	Raquel Montoya	September 2012		Yes
2. Students will receive basic instruction on Intel curriculum as they begin integrating 21 Century tolls with core subjects and electives.	Raquel Montoya	Ongoing SY13		Yes
3. Star Math assessments will be monitored throughout the SY and parents will continually be given progress reports on the achievements made by their child(ren).	Mary Rickard	Ongoing SY13		Yes

4. HQ teachers will be trained in the use of the Intel Teach Programs and Intel Leadership Forum to ensure proper instruction of students in their technology literacy development.	Raquel Montoya	Throughout SY		