

Edison Action Plan

Indicator # 1 Vision and Leadership

GOALS:	PROCESSES	HUMAN RESOURCE DEVELOPMENT	INFORMATION SYSTEMS	MEASURES & RESULTS	DATES		
					Start	Review	Eval.
What goals do the school need to accomplish related to this indicator?	What process does the school need to put in place to achieve the goals?	What or who needs to assist?	What data is available or needed to develop the goals?	How will the school measure results?			
<ol style="list-style-type: none"> 1. <i>Create an Edison Portfolio of Projects.</i> 	<ol style="list-style-type: none"> 1. <i>Create a template for documenting the projects.</i> 2. <i>Place all the projects on School Vista, an Edison Sharing Folder on the Learning Center Gateway, and email them to all staff.</i> 	<ol style="list-style-type: none"> 1. <i>Staff committee needs to create template.</i> 2. <i>Staff needs access to a computer and the Gateway.</i> 3. <i>Staff needs to have Pekin.net access.</i> 	<ol style="list-style-type: none"> 1. <i>Each staff member needs to contribute at least one project.</i> 2. <i>Each staff member needs School Vista training.</i> 3. <i>Provide training in powerpoint, etc. to staff that still needs it.</i> 	<ol style="list-style-type: none"> 1. <i>Survey after first semester on the user friendliness of the template.</i> 2. <i>Check who has contributed to the portfolio after the first semester.</i> 3. <i>Survey of the user friendliness by staff and outside sources using the materials.</i> 4. <i>Tech Committee will do an evaluation at the end of the year.</i> 	Sept. 1998	Jan. 1999	May 1999

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Indicator # 2 Infrastructure

GOALS	PROCESSES	HUMAN RESOURCE DEVELOPMENT	INFORMATION SYSTEMS	MEASURES & RESULTS	DATES		
					Start	Review	Eval.
What goals do the school need to accomplish related to this indicator?	What process does the school need to put in place to achieve the goals?	What or who needs to assist?	What data is available or needed to develop the goals?	How will the school measure results?			
<ol style="list-style-type: none"> 1. We need to rearrange / add ports in our classrooms to comply with the design of our rooms. 2. We need to have the hub in room 36 re-worked. 	<ol style="list-style-type: none"> 1. Teacher input and a map created where ports need to be located / added. 2. Our school needs to approach the district tech committee concerning our port and hub problems. 	<ol style="list-style-type: none"> 1. Administration, Edison Tech Committee, Learning Center Teacher, Keith Voos, Ken Memken, and staff. 	<ol style="list-style-type: none"> 1. Port maps and wiring. 	<ol style="list-style-type: none"> 1. With the completion of the projects, ports and hubs will be working. 	Sept. 1998	Oct. 1998	Jan. 1999

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Indicator # 3 Learning Community

GOALS	PROCESSES	HUMAN RESOURCE DEVELOPMENT	INFORMATION SYSTEMS	MEASURES & RESULTS	DATES		
					Start	Review	Eval.
What goals do the school need to accomplish related to this indicator?	What process does the school need to put in place to achieve the goals?	What or who needs to assist?	What data is available or needed to develop the goals?	How will the school measure results?			
<ol style="list-style-type: none"> 1. <i>Increase the use of our labs by the community through availability and advertisement.</i> 	<ol style="list-style-type: none"> 1. <i>Create an after school class schedule.</i> 2. <i>Advertise it through our newsletter, school webpage, at Curriculum Night and Parent Conferences and other outside sources.</i> 	<ol style="list-style-type: none"> 1. <i>Teachers that want to teach the classes.</i> 2. <i>Administration</i> 3. <i>Webmaster</i> 4. <i>Learning Center Teacher</i> 	<ol style="list-style-type: none"> 1. <i>Handouts are available</i> 2. <i>Registration system needs to be developed.</i> 3. <i>Registration forms need to be developed.</i> 4. <i>Assessment tools needs to be developed.</i> 	<ol style="list-style-type: none"> 1. <i>Compare attendance figures from last year to this year.</i> 2. <i>How much money is made from providing these classes.</i> 3. <i>Student evaluations.</i> 	Sept. 1998	Nov. 1998	Jan. 1999

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Indicator # 4 Information Management

GOALS	PROCESSES	HUMAN RESOURCE DEVELOPMENT	INFORMATION SYSTEMS	MEASURES & RESULTS	DATES		
					Start	Review	Eval.
What goals do the school need to accomplish related to this indicator?	What process does the school need to put in place to achieve the goals?	What or who needs to assist?	What data is available or needed to develop the goals?	How will the school measure results?			
<ol style="list-style-type: none"> 1. Provide a software grade book program and training for our staff. 2. Provide webpage training for staff that wants it. 	<ol style="list-style-type: none"> 1. Purchase a grade book program. 2. Provide a schedule for training of both grade book and webpage. 	<ol style="list-style-type: none"> 1. A teacher trained on the grade book program. 2. A teacher to train the webpage process. 	<ol style="list-style-type: none"> 1. Grade book software. 2. Computer FTP access. 	<ol style="list-style-type: none"> 1. By the number of people that make use of these opportunities. 2. Interview students and parents as to their use of our webpages. 	Sept. 1998	Nov. 1998	May 1999

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Indicator # 5 Technology Curriculum

GOALS	PROCESSES	HUMAN RESOURCE DEVELOPMENT	INFORMATION SYSTEMS	MEASURES & RESULTS	DATES		
					Start	Review	Eval.
What goals do the school need to accomplish related to this indicator?	What process does the school need to put in place to achieve the goals?	What or who needs to assist?	What data is available or needed to develop the goals?	How will the school measure results?			
<ol style="list-style-type: none"> 1. Utilize the Junior Webmasters in our school setting. 	<ol style="list-style-type: none"> 1. Have staff brainstorm uses of webmasters at our Edison Retreat on Aug. 24. 2. Creation of Webmaster skill expectations. 	<ol style="list-style-type: none"> 1. Staff 2. Webmaster 3. Students 	<ol style="list-style-type: none"> 1. Staff input. 2. Design of Webmaster training. 	<ol style="list-style-type: none"> 1. Staff evaluation. 2. Junior Webmaster evaluation 3. SILT evaluation 4. Parent evaluation 	Aug. 1998	Jan. 1999	May 1999

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Indicator # 6 Teaching and Learning / Curriculum, Instruction and Assessment

GOALS	PROCESSES	HUMAN RESOURCE DEVELOPMENT	INFORMATION SYSTEMS	MEASURES & RESULTS	DATES		
					Start	Review	Eval.
What goals do the school need to accomplish related to this indicator?	What process does the school need to put in place to achieve the goals?	What or who needs to assist?	What data is available or needed to develop the goals?	How will the school measure results?			
<ol style="list-style-type: none"> 1. <i>Provide time for staff to share instructional methods and assessments.</i> 	<ol style="list-style-type: none"> 1. <i>Schedule time for sharing.</i> 	<ol style="list-style-type: none"> 1. <i>Staff and Administration.</i> 2. <i>Time.</i> 	<ol style="list-style-type: none"> 1. <i>Time schedule</i> 	<ol style="list-style-type: none"> 1. <i>Administrator summary of activities to Human Resource Director.</i> 	<i>Jan. 1999</i>	<i>Apr. 1999</i>	<i>June 1999</i>

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Indicator # 7 Projects and Activities

GOALS	PROCESSES	HUMAN RESOURCE DEVELOPMENT	INFORMATION SYSTEMS	MEASURES & RESULTS	DATES		
					Start	Review	Eval.
What goals do the school need to accomplish related to this indicator?	What process does the school need to put in place to achieve the goals?	What or who needs to assist?	What data is available or needed to develop the goals?	How will the school measure results?			
<ol style="list-style-type: none"> 1. Offer after school technology exploratory classes. 2. Develop presentations and attend conferences. 	<ol style="list-style-type: none"> 1. Set up a list of offerings and a schedule. 2. Arrange for volunteer instructors. 3. Advertise offerings. 4. Coordinate these offerings with Tech Academy, etc. <ol style="list-style-type: none"> 1. Provide release time to develop presentations. 2. Set aside funds for conferences. 3. Administration has to encourage people to participate. 4. Subs need to be provided. 	<ol style="list-style-type: none"> 1. Staff, Administration and Learning Center Teacher. 	<ol style="list-style-type: none"> 1. Student survey of interests. 2. Teacher survey of interests in teaching. 3. Web search of what is taking place in the World. <ol style="list-style-type: none"> 1. Administration needs to share conference information. 2. A list of things that could be shared with others. 	<ol style="list-style-type: none"> 1. Number of students and staff that participate in these goals. 	Nov. 1998	Jan. 1999	May 1999

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Indicator # 8 Training

GOALS	PROCESSES	HUMAN RESOURCE DEVELOPMENT	INFORMATION SYSTEMS	MEASURES & RESULTS	DATES		
					Start	Review	Eval.
What goals do the school need to accomplish related to this indicator?	What process does the school need to put in place to achieve the goals?	What or who needs to assist?	What data is available or needed to develop the goals?	How will the school measure results?			
<i>1. Update all tech training by utilizing our staff expertise.</i>	<i>1. Staff self-assessment survey of where each person is in terms of technology.</i>	<i>1. Entire staff, especially the pilots.</i>	<i>1. The self-assessment survey. 2. Create a database on who can teacher what. 3. Use of cheatsheets.</i>	<i>1. Retake the self-assessment tool.</i>	<i>Nov. 1998</i>	<i>Mar. 1999</i>	<i>June 1999</i>

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Indicator # 9 Support and Resources

GOALS	PROCESSES	HUMAN RESOURCE DEVELOPMENT	INFORMATION SYSTEMS	MEASURES & RESULTS	DATES		
					Start	Review	Eval.
What goals do the school need to accomplish related to this indicator?	What process does the school need to put in place to achieve the goals?	What or who needs to assist?	What data is available or needed to develop the goals?	How will the school measure results?			
<ol style="list-style-type: none"> 1. <i>Develop a partnership with Bradley, ICC and/or ISU.</i> 	<ol style="list-style-type: none"> 1. <i>Create a Partnership Committee.</i> 2. <i>Contact People at the universities.</i> 3. <i>Contact John, Chuck and Perry for contacts.</i> 	<ol style="list-style-type: none"> 1. <i>John, Chuck and Perry.</i> 2. <i>University Staff.</i> 	<ol style="list-style-type: none"> 1. <i>Who to contact.</i> 2. <i>What do we want to do with this partnership.</i> 3. <i>Do a web search to see what others are doing in this area.</i> 	<ol style="list-style-type: none"> 1. <i>Anecdotal report of what is done by May of 1999.</i> 2. <i>Having this in place by Fall of 1999.</i> 	Nov. 1998	Mar. 1999	May 2000

