

STUDENT WRITING PROGRAM IMPROVEMENT

Action Plan 2002 – 2003

District Goal Two: Continuously improve student and employee performance.				
Administrative Goal: Reduce the achievement gap between low and high achieving students; continuously improve the percentage of students meeting or exceeding state standards in writing by Fall 2003.				
WHAT? What actions need to be taken to complete the task?	RESULTS? What data or documents will indicate closure or success for each action?	TIME FRAME? When will each action be conducted?	WHO? Who needs to be involved with each action?	RESOURCES? What tools/strategies need to be collected, developed, or organized to complete the task?
Investigate the current status of writing in District 108 and how the existing program relates to districts like 108 with the best results.	<ul style="list-style-type: none"> • Analysis of District 108 ISAT and SAI writing data targeting areas most in need of attention. • Data from visit(s) and/or interviews at the most successful programs. • Analysis of programs successful with students similar to District 108 identifying successful programmatic and instructional strategies. 	September 2002 – December 2002	<ul style="list-style-type: none"> • Writing Committee • Assistant Superintendent 	<ul style="list-style-type: none"> • District 108 ISAT Data History • SAI Data History • ISBE Consultations • Exemplar writing samples from ISBE and targeted districts • Contacts at targeted exemplar districts
Design a District 108 writing program K-8 to reflect the information gained from the investigation.	<ul style="list-style-type: none"> • A program proposal that aligns instruction and assessment between District 108 and ISBE/ISAT, as well as across grades K-8. 	January 2003 – March 2003	<ul style="list-style-type: none"> • Writing Committee • Assistant Superintendent 	<ul style="list-style-type: none"> • Findings of the investigation
Create an implementation action plan to promote universal use of the study's findings.	<ul style="list-style-type: none"> • An implementation action plan that specifies standardized instruction and assessment, as well as professional development, data analysis tools and techniques, etc. 	April 2003	<ul style="list-style-type: none"> • Writing Committee • Assistant Superintendent • All Instructional Staff 	<ul style="list-style-type: none"> • Program design • Instructional practices to be promoted
Implement the action plan and program, and institute cycles of continuous improvement.	<ul style="list-style-type: none"> • Initial implementation of successful programmatic and instructional strategies. • Continuous improvement of student writing as reflected in analysis of SAI and ISAT data. 	April 2003 – May 2004	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Writing Committee • School PDSA projects • Grade Level Meetings • SIP Days • Classroom Instructional Time

