



Hicksville High School and Middle School

Site Action Plan 2009-2010

High Schools That Work and *Middle Grades That Work*
Member since 2003

Site Action Plan 2009-2010 – Hicksville High School & Middle School

HSTW Region: Northwest Ohio

Goal Team Co-Chairs: Arlena Fleming and Donna Lysaght

Key Practice: Literacy

Challenge/Goal: Increase Literacy Across the Curriculum (Reading/Writing, Numeracy, Technology)

SREB Indicators - Benchmarks HSTW/MMGW Assessment	Action Step Major Strategy to Implement	Person(s) Responsible	Target Dates	DATA Evidence of Success and Monitoring Process	Resources or Staff Development needed
<p>Teachers use reading and writing strategies across the curriculum.</p> <p>Require students to read, write, discuss, and work together to solve real world problems on a regular basis.</p>	<ul style="list-style-type: none"> •Students will write research papers in content applicable classes. •Encourage use of a rubric for peer editing. •Continue implementation of our school-wide standard of writing rubric with emphasis on use of Action Verbs(for short answer and extended response prompts). •Students will write weekly in all classes, using Formula Writing for short answer and extended responses. •Investigate use of Action Verbs in Extended Responses/Short Answer for Grades 7 & 8. •Continue investigation and implementation of technology skills to improve learning and teaching. •Continue implementation of 1-1 Student Laptop Program Grades 9-12. •Implement Study Island as short-cycle assessment tool in grades 7-10. •Investigate ways to increase cultural literacy and awareness. •Investigate Use of Channel One, School Newspaper, senior projects for activities/projects to improve cultural literacy 	<p>Literacy team with input from faculty</p> <p>Classroom teachers</p> <p>MS Staff</p> <p>Technology Director, Admin, Staff</p> <p>Study Island Program Director</p> <p>Foreign Language teacher</p>	<p>2009-2010 2010-2011 2011-2012</p>	<ul style="list-style-type: none"> •Writing Rubric posted in classrooms Gr 7-10 •Students receive hard or electronic copy of rubric for each essay •Students provided Formula Writing “Snap words” and Action Verbs •Formula Writing design required on classroom assessments as appropriate •Channel One, School Newspaper, Senior Projects for activities/projects designed improve cultural literacy 	<ul style="list-style-type: none"> •Professional development in use of Rubrics, writing across curriculum, etc. •Continue to train new staff in Formula Writing •Channel One, School Newspaper, Senior Projects for activities/projects to improve cultural literacy •Purchase Study Island annual license •Continue Student Laptop Lease Program

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Students read 25 or more books or equivalent across all classes.	<ul style="list-style-type: none"> •Continue reading across the curriculum- students continue to read 25 books or equivalent. •STARS- Sustained silent reading- (“Stop Talking and Read Something”) students read 25 minutes every Tuesday HB. •Investigating: School wide reading day, visiting author program, author discussions and Skype with author •HS/MS Students read to Elementary Students. Book talks by media specialist and guests •Continue pairing MORE Reading program with Elementary •Increase classroom collection for pleasure reading (7th & 8th Gr) •Maintain and distribute School-wide Reading list of materials currently used in classrooms. •Continue reading Margaret Haddix books Gr 7-10 and school wide activities involving the books. •Investigate expanding amount of time for STARS 	<p>Literacy committee with input from faculty</p> <p>Library Media Specialist</p>	<p>2009-2010</p> <p>2010-2011</p> <p>2011-2012</p>	<ul style="list-style-type: none"> • OGT, OAT, and HSTW/ MMGW assessment reading scores. • ACT scores • Circulation data from HMS/HHS Library Media Center • Continue to survey teachers about how much is read in each class. • STARS recording on MOODLE DATABASE and on paper during Homepage. • Non-book guidelines 	<p>Media specialist will help find subject appropriate books</p> <p>Funds to sponsor guest authors/speakers</p> <p>Funds for improving Middle School classroom reading collections</p>

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<ul style="list-style-type: none"> •Students solve math problems other than those found in math textbooks at least weekly. •High School Students complete at least 4 credits in math (Algebra I, Geometry, Algebra II and 1 higher level) 	<ul style="list-style-type: none"> • Continue to develop and investigate the 4th and 5th + year math curricular options (beyond Algebra II) •Implement all High School students taking 4 years of math (graduation requirement by 2014) •Continue all HS students take Algebra I, Geometry, and Algebra II. •Offer double-dose course to support at-risk students in Pre-Algebra, Algebra I, Geometry, and Algebra II. •Investigate Algebra III Lab •Investigate math problems embedded in appropriate situations in non-math classes •Continue to offer and discuss other possible Dual Enrollment courses with Northwest State Community College. •Continue to record numeracy use in non-math classes. 	Literacy Team Math Dept. Building Administrators	2009-2012 2009-2012	<ul style="list-style-type: none"> • Accelerated Math data collection. • HSTW / MMGW surveys and Math Assessment • Record instances of numeracy. Teachers enter electronically on Lesson Plan form. • OGT, OAT, ACT, EMPT • Investigate other schools having success with numeracy. 	Faculty sharing successful Numeracy practices during In-Services & wiki & lesson plans Study Island Board of Education support for increased graduation requirement in math Search for and attend PD on numeracy

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<ul style="list-style-type: none"> •A computer technology course aimed at teaching students database management, word processing, presentation software, Internet and e-mail as tools for project-based learning. •Teachers require students to use word processing at least weekly to complete an assignment or project. 	<ul style="list-style-type: none"> •Teachers will provide students with use of technology to help remediate in weak or struggling core areas. •Teachers incorporate technology into their daily lessons. •Continue 1/2 Graduation Credit of Technology required for graduation •Continue implementation of the District Technology Plan curricula and strategies in Grades 7-12 •Continue to implement 1 to 1 Student Laptop Program Grades 9-12 •Investigate 1 to 1 computer program for 8th and 7th grades 	Literacy team Technology Director Technology teachers Building Administrators	2009-2012 2010 tech graduation requirement 2009-2012 2009-2012	Teachers record instances of technology integration (Investigate: Lesson plans or a monthly record sheet that the teachers record, etc.). HSTW/MMGW Surveys Student Survey Teacher Survey	Software for remediation or individual help for students who need extra help Extra Help websites. (Ex: Learning Express Library, Homework Now) Study Island Professional Development and technical assistance for faculty Increased access to laptops/computers for all students

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Goal Team Co-Chairs: Sharon Sweet and Marilyn Leon

Key Practice: Guidance and Advisement

Challenge/Goal: Caring adult mentor/advisor for every student grades 7-12

SREB Indicators - Benchmarks HSTW/MMGW Assessment	Action Step Major Strategy to Implement	Person(s) Responsible	Target Dates	DATA Evidence of Success and Monitoring Process	Resources or Staff Development needed
<ul style="list-style-type: none"> *Intensive emphasis on timely guidance *Continue adult mentor/advisor *7th -12th grade STEP program of study *Caring adult for every 7-12th grader 	<ul style="list-style-type: none"> *Continue implementation and refinement of Advisor/ Advisee system grades 7-12 “Student-Teacher Empowerment Program” STEP *Continue implementation and integration of Anti-Bullying Program grades 7-12 	<ul style="list-style-type: none"> Guidance And Advisement team STEP advisors 	<ul style="list-style-type: none"> 2009-2010 2010-2011 2011-2012 	<ul style="list-style-type: none"> STEP built into the school calendar throughout the year *Teacher survey *Student survey *Parent survey *HSTW survey *Anti-bullying data 	<ul style="list-style-type: none"> *HSTW materials, presentations/information from other schools. *Faculty training and In-service *Internet sources *Time for faculty to study and develop plans
<ul style="list-style-type: none"> *Intensive emphasis on timely guidance *Program of Career Study grades 7-12 *Parent, STEP advisor and student communication *Information on future/ career options 	<ul style="list-style-type: none"> *Continue development and implementation of a system for student Career Investigation for grades 7-12 *Continue development and implementation of a system for Career Planning for grades 7-12 	<ul style="list-style-type: none"> Guidance And Advisement team STEP advisors 	<ul style="list-style-type: none"> 2009-2010 2010-2011 2011-2012 	<ul style="list-style-type: none"> Career Cluster system imbedded into STEP and utilized during student scheduling *Teacher survey *Student survey *Parent survey *HSTW survey *Anti-bullying data 	<ul style="list-style-type: none"> *OCIS *HSTW/MMGW materials, presentations/information from other schools *Faculty training and in-service *Faculty tour of 4 County
<ul style="list-style-type: none"> *Two meetings per year for student/parent/teacher to review progress and/or plan for student scheduling 	<ul style="list-style-type: none"> *Continue implementation and refinement of Student-Led Conferences for grades 7-9 	<ul style="list-style-type: none"> Guidance And Advisement team STEP advisors Leadership team Middle School Team 	<ul style="list-style-type: none"> 2009-2010 2010-2011 2011-2012 	<ul style="list-style-type: none"> Team reports to faculty on SLC Parent comments/survey % of parents coming to SLC both fall and spring 	<ul style="list-style-type: none"> HSTW/MMGW materials Workshops/conferences on related topic Faculty in-service
<ul style="list-style-type: none"> *Establish a strong academic transition that prepares middle school students for successful completion of the 9th grade and graduation 4 years later. * High school students for successful completion of postsecondary education and careers 	<ul style="list-style-type: none"> *Continue implementation and refinement of middle school transition *Explore the creation of a mentoring program for MS students 	<ul style="list-style-type: none"> Guidance And Advisement team STEP advisors Middle school transition team 	<ul style="list-style-type: none"> 2009-2010 2010-2011 2011-2012 	<ul style="list-style-type: none"> Student survey Parent survey 	<ul style="list-style-type: none"> *HSTW materials, presentations/information from other schools. *Time for faculty to study and develop plans

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Key Practice: High Expectations and Extra Help

Challenge/Goal: Setting higher expectations and getting more students to meet them. Providing a structured system of extra help to enable students to successfully complete an accelerated program of study that includes high-level academic content and a major.

SREB Indicators - Benchmarks HSTW/MMGW Assessment	Action Step Major Strategy to Implement	Person(s) Responsible	Target Dates	DATA Evidence of Success and Monitoring Process	Resources or Staff Development needed
Emphasis on Challenging and Engaging Instruction; Completion of the HSTW-Recommended Curriculum for ALL students	Provide professional development opportunities for staff for improvement of Differentiation of Instruction.	<ul style="list-style-type: none"> •HE Team •Leadership Team •Principal/Assistant Principal 	2009-2010 2010-2011 2011-2012	<ul style="list-style-type: none"> •Local Inservice Agendas •Notations in Lesson Plans 	<ul style="list-style-type: none"> •Local Inservices •Peer Sharing •HSTW/MMGW conferences and materials
Chart Student participation and progress with extra help and make adjustments to increase effectiveness.	Investigate a policy for school-wide essay revision/plagiarism •Continue ABC/DO-Over program	<ul style="list-style-type: none"> •HE Team •Leadership Team •Principal/Assistant Principal 	2009-2010 2010-2011 2011-2012	<ul style="list-style-type: none"> * 100% of instructors implement plagiarism policy * 100% of teachers employ ABC/Do-Over as appropriate for their class 	<ul style="list-style-type: none"> •Turnitin.com •English teachers •Writing Style Manual •School-wide Plagiarism Policy
Chart Student participation and progress with extra help and make adjustments to increase effectiveness.	Investigate improved methods of data collection for PRIDE and Zero Hour extra help initiatives	<ul style="list-style-type: none"> •7/8 Grade teachers for PRIDE •9/10 Grade teachers for Zero Hour •Principals to collect data •Data Coordinator 	2009-2010 2010-2011 2011-2012	<ul style="list-style-type: none"> •Data collection system in place •Data collected each semester •Data used to judge effectiveness 	<ul style="list-style-type: none"> •HSTW/MMGW conferences •Ideas from other schools
Increase extra help available during the school day to meet higher learning expectations and assign it automatically when student performance drops below standards	<ul style="list-style-type: none"> •Explore Wednesday Academy for extra academic assistance •Continue PRIDE Academy (Gr. 7 and 8) and Zero Hour (Gr.9 and 10) •Teachers continue to be available before, during, and after school •Orientation for incoming 7th graders: visitation in May and orientation in August 	<ul style="list-style-type: none"> •HE Team •Leadership Team •Principal/Assistant Principal 	2009-2010 2010-2011 2011-2012	<ul style="list-style-type: none"> Use Power School to track rate of improvement for PRIDE attendees. Data coordinator provide database for recording PRIDE data 	HSTW Materials and Workshops

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SREB Indicators - Benchmarks HSTW/MMGW Assessment	Action Step Major Strategy to Implement	Person(s) Responsible	Target Dates	DATA Evidence of Success and Monitoring Process	Resources or Staff Development needed
Continue to raise the bar for 12th graders to make sure they are ready for college without remedial courses	Implemented Senior Project requirement •Increased rigor and quality expectations in all phases of project •Increase rigor of rubric	Senior teachers •HE Team	•2009-2010 2010-2011 2011-2012	Successful graduation requirement completion	HSTW Materials and Workshops
Increase opportunities between inclusion teachers and regular classroom teachers to develop pre-teaching strategies for struggling students.	Transition: Special Education to Regular Education •Implementing Co-Teaching with core subjects (Gr.7, 8, 9, 10) •Investigate tutoring/testing protocol	Special Education teachers •Principal/Assistant principal •HE Team	•2009-2010 2010-2011 2011-2012	•Regular communication using the email form •Input questionnaires from Special Education teachers	HSTW Materials and Workshops
Increase extra help available during the school day to meet higher learning expectations and assign it automatically when student performance drops below standards	Implementing Pre-Algebra Lab Continue Algebra I, Geometry, and Algebra II Labs -- Double-dose elective math courses for pre-teaching and re-teaching for at-risk students	Math Department Principal	•2009-2010 2010-2011 2011-2012	•Failure/Pass rates for double-dosed math courses •OAT and OGT scores	HSTW/MMGW Workshops and Materials
Increase extra help available during the school day to meet higher learning expectations and assign it automatically when student performance drops below standards	Investigate 7th grade study teams and 7th Grade Math Lab	Administrators 7th grade Math teachers	•2009-2010 2010-2011 2011-2012	•Failure/Pass rates for 7th grade •Math OAT scores •MMGW Math Assessment scores	HSTW/MMGW Workshops and Materials