

Final Plan

Determine the action steps that need to be taken to achieve your goals and list them below. Each action step should have:

- *an identified lever,
- *a description of the activity/task,
- *the name and position of the person responsible for ensuring the action step occurs,
- *the start date for when the action step is to begin,
- *the date that the action step has been fully implemented,
- *a list of the evidence or artifacts to be collected to show that the action step has been implemented,
- *a timeline of how often the action step will be monitored (weekly, monthly, quarterly, etc)

If your data review and needs assessment indicated there are subgroups that need additional support it must be identified in an action step below.

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School	Dunbar Elementary		Principal	Ernest Sessoms, Jr.				
Priority #1	Increase student achievement in reading and mathematics		Smart Goal #1	By the end of the 2019-2020 school year the percentage of students scoring in the Proficient Learner or above on the GA Milestones will increase by 10% for all content areas. All teacher will receive at least 90 minutes of planning time each week devoted to unit and lesson internalization with a member of the SLT.				
Strategy #1	Build teacher capacity around effective practices in ELA and Math		Impact #1	Teachers will be proficient with the delivery of content and the strategies in order to increase student achievement.				
Levers	Action Steps		Person Responsible		Timeline of Implementation		Evidence & Artifacts	Monitoring Cycle
Data-Driven Instruction	Action Step 1	Calendar for PLC Focus	Name	Sessoms	Start Date	8/5/19	Professional Development Calendar	Monthly
			Position	Principal	Fully Implemented Date	Ongoing		
	Action Step 2	Master Schedule that includes Weekly & Full-Day Monthly Common Planning for PLCs	Name	Sessoms	Start Date	8/5/19	Master Schedule	Weekly
			Position	Principal	Fully Implemented Date	Ongoing		
	Action Step 3	Use of Lesson and Utilization Protocols	Name	Jackson & Gilmore	Start Date	8/7/19	Protocol Forms, Lesson Plans, Observations Feedback	Weekly
			Position	Instructional Coaches	Fully Implemented Date	Ongoing		
	Action Step 4	Use of Data/Exit Ticket Protocols for Math during Grade Level Planning	Name	Sessoms, Houston, Jackson, Gilmore	Start Date	9/23/19	Data/Exit Ticket Protocol	Weekly
			Position	Admin & Coaches	Fully Implemented Date	Ongoing		
	Action Step 5		Name		Start Date			
			Position		Fully Implemented Date			
	Action Step 6		Name		Start Date			
			Position		Fully Implemented Date			
	Action Step 7		Name		Start Date			
			Position		Fully Implemented Date			
			Name		Start Date			

	Action Step 8		Position		Fully Implemented Date			
Priority #2	Cultivate a culture of learning where students are resilient and adaptive through the application of SEL competencies.			Smart Goal #2	By the end of the 2019-2020 school year, the number of behavioral referrals will decrease by 10%.			
Strategy #2	Adopt and implement PBIS school-wide			Impact #2	Students will demonstrate evidence of social emotional strategies in order to demonstrate resiliency both in school and society.			
	Action Steps		Person Responsible		Timeline		Evidence/Artifacts	Monitoring
	Action Step 1	Rituals and Routines PD & Power Point to set tone for the school year	Name	Townsend	Start Date	8/5/19	Behavior Plan, Essential Agreements	Ongoing
			Position	Behavior Specialist	Fully Implemented Date	8/12/19		
	Action Step 2	Setup and implementation of Classdojo	Name	Cobb	Start Date	8/19/19	Classdojo Setup, Classdojo usage report	Bi-weekly
			Position	Instructional Technology	Fully Implemented Date	Ongoing		
	Action Step 3	Needs based one-on-one coaching for teachers struggling with classroom management	Name	Townsend	Start Date	As Needed	Feedback, Action Plan for teacher	Weekly
			Position	Behavior Specialist	Fully Implemented Date	As Needed		
	Action Step 4	PBIS Program Applications (Behavior Matrix, Incentives, Training)	Name	Fantara Houston	Start Date	8/12/19	PBIS Training and Redelivery Resources and Agendas	Daily
			Position	Assistant Principal	Fully Implemented Date	Ongoing		
	Action Step 5		Name		Start Date			
			Position		Fully Implemented Date			
	Action Step 6		Name		Start Date			
			Position		Fully Implemented Date			
	Action Step 7		Name		Start Date			
			Position		Fully Implemented Date			
	Action Step 8		Name		Start Date			
			Position		Fully Implemented Date			
OPTIONAL PRIORITY								
Priority #3	Foster a culture that values punctuality by providing			Smart Goal #3	By the end of the 2019-2020 school year, the number of students with 10 or more tardies will			
Strategy #3	Build and implement a school wide attendance system which includes a focus on communication and incentives			Impact #3	Reduction in student absences and tardies			
	Action Steps		Person Responsible		Timeline		Evidence/Artifacts	Monitoring
	Action Step 1	Create a Monthly Student Attendance Progress Report	Name	Houston	Start Date	8/26/19	Progress Report	Monthly
			Position	Assistant Principal	Fully Implemented Date	Ongoing		
		Teachers will complete	Name	Teachers	Start Date	1/1/19		

	Action Step 2	monthly attendance progress reports to be sent home to parents	Position	Homeroom Teachers	Fully Implemented Date	Ongoing	Completed Progress Reports	Monthly
	Action Step 3	Establish an Attendance Committee & Attendance Plan	Name	Sessoms	Start Date	9/3/19	Student Attendance Plan & Monthly Celebrations	Monthly
			Position	Principal	Fully Implemented Date	Ongoing		
	Action Step 4	Attendance Monitoring	Name	Tracee Smith	Start Date	8/19/19	Review and discuss attendance during Leadership Team Meetings	Weekly
			Position	Social Worker	Fully Implemented Date	Ongoing		
	Action Step 5		Name		Start Date			
			Position		Fully Implemented Date			
	Action Step 6		Name		Start Date			
			Position		Fully Implemented Date			
	Action Step 7		Name		Start Date			
			Position		Fully Implemented Date			
	Action Step 8		Name		Start Date			
			Position		Fully Implemented Date			