

SIP Time Line  
2009-2010

2/28/2010

Activity	Work to be completed	Responsible Parties	Dates	Costs	Completed
<b>January</b>					
Math consultant	☐ Create survey	Faye	Jan. 21-22, 2010		NA
	☐ Change staff meeting nights	Faye			NA
Parent Tips	☐ Math & Reading	Faye	January 11, 2010	N/A	✓
Refine math skill block	☐ Provide teacher training of V-Math books	Title I & Faye	Week of Dec. 14th		
	☐ Time to set goals for specific students	Faye & Gr. 4 staff	Week of Jan. 5th		✓
	☐ Time to review data	Faye & Gr. 4 staff	Week of Dec. 14th	N/A	✓
	☐ Set focus for each group	Faye & Gr. 4 staff	Week of Jan. 5th		✓
Expand literacy skill block	☐ Meet with Grade 4 & create schedule	Faye, Louise	Week of Jan 11th		2010-2011
	☐ Schedule days and subs for DRA2 testing before implementation of skill block	Faye	Week of Jan 18th	N/A	✓
	☐ Meet with grade 4 to analyze data and create groups with goals	Faye, Louise	Week of Jan. 25th		2010-2011
Vickery Lit. & Math Night	☐ Create take home kits for parents	Jan & staff	Week of Jan. 18th	N/A	✓
	☐ Parent info tips	Jan & Anne	Week of Jan. 18th	N/A	✓
	☐ Invitation sent home	Jan	Week of Jan.18th	N/A	✓
	☐ Notices with reminders sent home	Jan	Week of Jan. 25th	N/A	✓
	☐ Create survey for parents	Jan & Louise	Week of Jan. 11th	N/A	✓
iWalkThrough training	☐ Meet with Great School Partnerships	Jean, Anne, & Faye	Week of Jan 25th	ARRA	✓
Curriculum alignment - ELA	☐ Committee will meet to look at content and begin to compile assessments and appendices	Anne & team	January 14, 2010		Continue in March
Curriculum alignment - Math	☐ Review of summer work	Anne & team	January 21, 2010		Continue in March
	☐ finish aligning grade level math	Anne & team	January 21, 2010		Continue in March
DRA Assessments - Winter scores	☐ Schedule time for grades K-3	Louise & Tracy	Week of Jan 12 & 18	N/A	✓
	☐ Secure subs	Faye	Week of Jan 12 & 18	N/A	✓

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	☐Data Review	Tracy, Louise, Anne & Faye	Week of Feb. 22	Move to March
<b>February</b>				
Review NECAP scores	☐Set up codes for staff to review data of teaching & testing year	Faye & staff	February 2, 2010	✓
	☐Look at types of questions we need to review with staff	Faye	Week of Feb. 22	March
	☐Item analysis with full staff	Faye & staff	February. 1, 2010	✓
	☐Data team to review data and compare with last year's scores	Data team	February 2, 2010	✓
Parent Tips	☐Add to newsletter	Faye	February 1, 2010	✓
Attendance at Data Workshop	☐Interpretation of NECAP data	Faye & Anne	February 3, 2010	✓
What Really Matters - Book Study Group		Faye, Anne, Louise, and Tracy		cancelled
<b>March</b>				
NECAP writing introduction	☐Review released items & rubric @ staff meeting to show new format	Faye & staff	March 22, 2009	
	☐Backwards plan for all grade levels - instructional time line for writing	Faye & staff	March 22, 2009	
	☐Create monthly schedule	Faye & staff	March 22, 2009	
Parent Tips	☐Add to newsletter & add new section of what is happening in classrooms	Faye	March 1, 2010	
Academic Fair	Parent Information Event (PIE)	Anne & staff	March 24, 2010	
Data Driven Dialogue workshop		Faye & members of data team	March 11, 2010	
Student Led Portfolio	☐Develop student, parent, and staff surveys	SIPS team	Feb. 23 CIPS meeting	
	☐Develop a plan for consistent process across grade levels	Faye & staff	Following April Portfolio shares	
	☐Set dates for Student Led Portfolios	Faye	March 8 staff meeting	
DRA data review	☐Staff review of data	Louise, Tracy & Data team	March 15, 2010	

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	□PAC/DATA team review of scores	DATA Team	March 23, 2010
BVS Math/Literacy Night	□Choose theme	Staff	March 25, 2010
	□Create Parent survey	Tracy	Week of March 8
Expand literacy skill block	□Meet with Grade 3 & create schedule	Faye, Louise	March 8, 2010
	•Set up meeting with Gr. 2 to share how they set up their sessions	Faye	March 8, 2010
	□Meet with grade 3 to analyze data and create groups with goals	Faye, Louise	March 15, 2010