

THE NEW ACADEMY CS

2500 Jonquil Way

CSI School Plan | 2023 - 2024

MISSION STATEMENT

The mission of New Academy Charter School, based on the belief that all students can learn, is to produce citizens able to think critically and function successfully, with integrity, in a rapidly changing, highly competitive world. We accept the responsibility to prepare students for life-long learning by providing a quality education through varied learning experiences in partnership with our community.

VISION STATEMENT

New Academy Charter School (NACS) is a place where all students can reach their full potential. Students are a community's most precious treasure. An individualized approach to teaching addresses the unique needs of all students and helps the students to progress along their chosen pathway. NACS staff strives to instill a sense of grit and perseverance through the implementation of a growth mindset philosophy that provides students with a toolbox for success regardless of their chosen path. New Academy Charter School believes in meeting students where they are, cultivating their unique talents and interests, and growing them to realize their full potential. Students leave NACS armed with the knowledge and skills necessary for them to continue growing as individual learners so that they create a successful future for themselves and society in an ever-changing world.

EDUCATIONAL VALUE STATEMENTS

STUDENTS

Students reach their fullest academic potential by engaging in a balanced academic core curriculum while being given the opportunity to pursue their passions in a safe, positive, and differentiated environment. Student Achievement is the most important thing. We must do it well.

STAFF

Staff are committed to each student's success through a commitment to a shared set of goals and values while being respected for their individual passions, strengths, knowledge and skills. Our school is only as great as the people in it. There are no excuses!

ADMINISTRATION

All staff must be a lead learner. It starts with school leaders. If you are a leader, do everything you can to grow yourself and create the right environment for others to grow.

PARENTS

Families and schools must have a mutually supportive, active partnership to contribute to the growth and development of their children. Each and every person and student at New Academy Charter School is significant. I matter. You matter.

COMMUNITY

Community partners are an extension of the school whose involvement in the educational process enriches opportunity for our students. We matter. We will never give up on our students. Every child deserves an adult who will never give up on them.

OTHER (OPTIONAL)

Interactions between students, teachers, staff, parents, and community partners must be respectful and collaborative in order to maintain effective relationships.

STEERING COMMITTEE

Name	Position	Building/Group
Jay Moser	Administrator	New Academy Charter School
Kristen Harpster	Administrator	New Academy Charter School
Kelsey Poole	Other	New Academy Charter School
Bruce Fullard	Teacher	New Academy Charter School
Sal Costanzo	Administrator	New Academy Charter School
Bill Casile	Community Member	Duquesne University
Melissa Miller	Other	New Academy Charter School
William Especto	Student	New Academy Charter School
Debbie Cromlish	Parent	New Academy Charter School
Ashley Clark	Other	New Academy Charter School
Kyle Edgar	Administrator	New Academy Charter School
Dennis Holderbaum	Teacher	New Academy Charter School

ESTABLISHED PRIORITIES

Priority Statement	Outcome Category
If we develop and implement a culturally relevant, rigorous and aligned system of curriculum, instruction, and assessment, then we will eliminate learning gaps and empower our students to take ownership of their learning by connecting current learning with post-graduation goals.	Graduation rate Graduation rate
If we as a team build a system that promotes self-awareness, healthy social-emotional competencies, and academic safety, then we will address our internal biases, and develop a school culture that promotes a receptive learning environment for our students.	Regular Attendance

ACTION PLAN AND STEPS

Evidence-based Strategy	
STATE REQUIRED	
Measurable Goals	
Goal Nickname	Measurable Goal Statement (Smart Goal)
Graduation Pathways	By May 30, 2024, 90% graduation eligible students will have completed 100% of their requirements to satisfy the PA Act 158 requirements.
Credit Attainment	By May 30, 2024, 80% of graduation eligible students will have successfully completed all required course credits as necessary for graduation. ELA - 4 Credits Math - 3 Credits Science - 3 Credits Social Studies - 3 Credits PE/Health - 3 Credits Electives - 7 Credits Total - 23 Credits

Goal Nickname	Measurable Goal Statement (Smart Goal)
Attendance Growth	By June 14 2024, 60% of currently enrolled students will have regular attendance, as defined by PA Future Ready Index.

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
Administer state generated diagnostic survey of school's current data capacity.	2023-08-14 - 2023-09-01	SIF School Improvement Team	State generated data survey.
Analysis of state data survey results in October's monitoring routine meeting.	2023-09-12 - 2023-10-13	SIF School Improvement Team	State generated data survey.

Anticipated Outcome
Improve data analysis of student learning.

Monitoring/Evaluation
State team in October of 2023

Evidence-based Strategy
MTSS

Measurable Goals	
Goal Nickname	Measurable Goal Statement (Smart Goal)
Graduation Pathways	By May 30, 2024, 90% graduation eligible students will have completed 100% of their requirements to satisfy the PA Act 158 requirements.

Goal Nickname**Measurable Goal Statement (Smart Goal)**

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
Students who have earned at least 16.5 academic credits will be moved to 12th grade status and graduation eligible on Powerschool SIS.	2023-07-05 - 2023-08-21	Guidance Counselor	Powerschool SIS
Graduation eligible students will complete one or multiple career interest inventory surveys.	2023-08-22 - 2023-09-29	Guidance Counselor Senior Seminar Instructor	Career Interest Inventory Surveys
Interested and eligible junior and senior students will participate in a Preconstruction Career Academy Initiative https://ies.ed.gov/ncee/wwc/Docs/InterventionReports/wwc_careeracademies_092215.pdf	2023-08-22 - 2023-06-04	Executive Director Guidance Counselor	Classroom designed for preconstruction program Preconstruction curriculum Preconstruction materials
Based on career interest inventory survey results and previous student interests, the guidance counselor will begin to research schools for graduation eligible students to tour.	2023-08-22 - 2023-10-05	Guidance Counselor	Contact information for local trade programs Contact information for local 2 and 4 year colleges and universities
Schedule tours for graduation eligible students to attend to explore post-secondary options.	2023-08-28 - 2024-01-04	Guidance Counselor	Calendar of available dates and times for tours List of available post-secondary options
Take graduation eligible students on tours of post-secondary options.	2023-09-05 -	Guidance	Gas for transportation to

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
	2024-03-01	Counselor Senior grade level staff member	and from the tours Lunch for graduation eligible students while on tours School issued vehicles to transport students Signed permission forms for students to attend tours
Students will identify their post-secondary choice (workforce, trade school, college).	2023-09-05 - 2024-03-29	Senior seminar instructor Guidance Counselor	Individual meetings with graduation eligible students List of available options after graduation
Post-secondary choices will be recorded for graduation eligible students on Powerschool SIS.	2023-09-05 - 2024-03-29	Guidance counselor	Powerschool SIS
Graduation eligible students will begin their service-learning projects.	2023-09-05 - 2023-09-08	Senior seminar instructor Guidance counselor	Service-learning project outline Service-learning project rubric
Graduation eligible students will complete CPR/First Aid training with Gary Lewis in Fall 2023.	2023-09-05 - 2024-01-12	CPR Instructor Guidance counselor Executive Director	Designated classroom for CPR and First Aid training Funds to pay for certificates through the Red Cross Association
Graduation eligible students will complete and turn-in their service-learning projects.	2024-03-01 -	Senior	Completed service-learning

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
	2024-03-29	seminar instructor Guidance counselor	projects Graded rubrics
Graduation eligible students who have not already completed CPR/First Aid in Fall 2023 will complete it with CPR instructor in Spring 2024	2024-01-02 - 2024-03-29	CPR Instructor Guidance counselor Executive Director	Designated classroom for CPR and First Aid training Funds to pay for certificates through the Red Cross Association
Schedule CPR/First Aid for Spring 2024 for graduation eligible students with Gary Lewis	2023-11-01 - 2023-12-01	Guidance counselor	School calendar CPR instructor
Research staff trainings related to post-secondary options and Pennsylvania graduation requirements	2023-07-03 - 2024-06-04	Guidance counselor	Information on available trainings pertaining PA graduation requirements Information on available trainings pertaining to post-secondary opportunities Funds to attend relevant trainings
Schedule CPR/First Aid for Fall 2023 date for graduation eligible students with CPR instructor	2023-08-22 - 2023-09-05	Guidance counselor	School calendar CPR Instructor
Sign-up for applicable trainings which would allow for increased knowledge and training on PA Act 158 requirements and post-secondary opportunities.	2023-08-22 - 2024-01-04	Guidance counselor	Registration cost Hotel cost (where necessary)
Relay pertinent information from training to senior grade level staff.	2024-01-01 -	Guidance	Senior grade level staff

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
	2024-06-04	counselor	Training curriculum and handouts
Graduation eligible students who are pursuing workforce after graduation will turn in their letters proving full-time employment or military enlistment.	2024-01-01 - 2024-04-15	Guidance counselor	Full-time employment letters Military enlistment letters Powerschool SIS
Graduation eligible students who are interested in post-secondary education will turn in their acceptance letter to one Institution of Higher Education (IHE) for college-level coursework.	2024-01-01 - 2024-04-15	Guidance counselor	Post-secondary acceptance letters Powerschool SIS
Students who are interested in workforce will have completed a job resume for their portfolios.	2023-09-05 - 2024-01-12	Senior seminar instructor Guidance counselor	Sample resume template Student computers Resume writing paper
Reach out to military recruit to set up information table during student lunches.	2023-08-22 - 2023-09-01	Guidance counselor	Army recruit contact information School calendar Available table for presentation
Students who are interested in pursuing the military will have completed the enlistment information request online or in-person.	2023-09-05 - 2024-01-12	Guidance counselor Senior seminar instructor	Student computers Army recruit
Record the three PA Act 158 graduation artifact completions on Powerschool SIS system	2023-09-05 - 2024-05-28	Guidance counselor	Three completed artifacts Powerschool SIS

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
		Senior seminar instructor	
Send letters home indicating graduation track changes due to failure of completing PA Act 158 graduation requirements to applicable students.	2024-03-29 - 2024-04-19	Guidance counselor	Student PA Act 158 artifacts Student mailing addresses Postage
Meet with senior teachers monthly to ensure that PA Act 158 requirements are being completed on appropriate timeline	2024-09-05 - 2024-05-28	Guidance counselor Senior grade level teachers	Timeline of graduation requirements PLC meeting time
Inform new student enrollments without any of the three artifacts that they will not be deemed graduation eligible for Spring 2024 commencement.	2024-03-12 - 2024-06-04	Guidance counselor Recruitment coordinator Executive director Attendance counselor	Meeting with parents and students PA Act 158 graduation requirements handout
Graduation eligible students who are interested in post-secondary education will begin applying to colleges or trade schools.	2023-09-05 - 2024-03-29	Guidance counselor Senior seminar instructor	Post-secondary applications High-school transcripts Fee waiver code (when applicable)

Anticipated Outcome

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Monitoring/Evaluation

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

Evidence-based Strategy

MTSS

Measurable Goals

Goal Nickname	Measurable Goal Statement (Smart Goal)
Credit Attainment	By May 30, 2024, 80% of graduation eligible students will have successfully completed all required course credits as necessary for graduation. ELA - 4 Credits Math - 3 Credits Science - 3 Credits Social Studies - 3 Credits PE/Health - 3 Credits Electives - 7 Credits Total - 23 Credits

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
Students with at least 16.5 academic credits will be deemed eligible for graduation in Spring 2024	2023-07-04 - 2023-08-21	Guidance counselor	Historical grades Powerschool SIS
Students who have successfully completed 11th grade coursework with 14-16.49 credits may be placed in graduation eligibility for Spring 2024 with accompanying Edgenuity courses	2023-07-04 - 2023-08-21	Guidance counselor Credit recovery teacher	Historical grades Edgenuity Powerschool SIS

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
Structured literacy training will be provided for all staff	2023-08-07 - 2024-06-04	School Improvement Facilitator	Training materials
School Improvement Facilitators will provide curriculum review for all school subjects	2023-08-07 - 2024-06-04	School Improvement Facilitators	Previously made curriculum Curriculum resources
January 2024 (late graduates) will be scheduled in appropriate courses to receive their required 23 credits for graduation	2023-07-04 - 2023-08-22	Guidance counselor	Powerschool SIS
Students will be enrolled in appropriate credit recovery courses through Edgenuity	2023-08-22 - 2023-09-05	Guidance counselor	Edgenuity Powerschool SIS
Students will be scheduled in appropriate credit recovery elective courses on their schedule	2023-07-04 - 2023-08-22	Guidance counselor	Powerschool SIS
At the end of quarter 1, the guidance counselor will check on the progress of student's credit recovery courses. They should have 25% of required coursework completed at this time.	2023-10-23 - 2023-10-26	Guidance counselor Credit recovery teacher	Powerschool SIS Edgenuity
Students who have not progressed on credit recovery will have a meeting with myself and credit recovery teacher explaining the importance of the program to maintain graduation eligibility.	2023-10-30 - 2023-11-03	Credit recovery teacher Guidance counselor	Powerschool SIS Edgenuity School calendar
Students will sign a contract indicating they understand their Edgenuity responsibility of completing 50% of required coursework by the end of the second quarter.	2023-10-30 - 2023-11-03	Guidance counselor Credit recovery teacher	Edgenuity Contract
Students will take their Edgenuity responsibility contracts home and have the parent/guardian sign the paper indicating they understand the responsibility of their	2023-10-30 - 2023-11-03	Guidance counselor Credit	Contract

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
graduation eligible student.		recovery teacher	
Edgenuity contracts will be sent home through e-mail and postal mail to ensure parents receive requirements for graduation eligible students	2023-10-30 - 2023-11-03	Guidance counselor	Contract Postage Student emailing addresses
At the end of quarter 2, the guidance counselor will check the progress of student's credit recovery courses. They should have 50% of required coursework completed at this time.	2024-01-10 - 2024-01-15	Guidance counselor Credit recovery teacher	Edgenuity
Students who have failed a course required to maintain graduation eligibility in quarter 1 will be placed in an Edgenuity course to make up that quarter of a credit.	2023-10-23 - 2023-10-26	Guidance counselor	Powerschool SIS Edgenuity
Students who are placed on Edgenuity at the end of quarter 1 will be placed into a credit recovery elective course beginning quarter 2.	2023-10-23 - 2023-10-26	Guidance counselor	Edgenuity Powerschool
Students who have failed a required course to maintain graduation eligibility in quarter 2 will be placed in an Edgenuity course to make up that quarter of a credit.	2024-01-22 - 2024-01-25	Guidance counselor	Edgenuity
Students who are placed on Edgenuity at the end of quarter 2 will be placed into a credit recovery elective course beginning quarter	2024-01-25 - 2024-01-29	Guidance counselor	Powerschool Edgenuity
January 2024 graduation eligible students will have received the necessary 23 credits to receive high school diploma.	2024-01-10 - 2024-01-15	Executive Director Principal	Diploma
The guidance counselor will send original graduation track list (January, Spring, Summer, MOU) to all school staff members.	2023-08-15 - 2023-08-22	Guidance counselor	Credit counts Graduation lists
The guidance counselor will send updated quarter 1 graduation track list to all school staff members	2023-10-26 - 2023-10-30	Guidance counselor	updated graduation track (q1)
The guidance counselor will send updated quarter 2 graduation track list to all school	2024-01-15 -	Guidance	updated graduation track

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
staff members	2024-01-18	counseor	list (q2)
The guidance will send letters indicating graduation track changes to applicable homes of students	2024-01-15 - 2024-01-18	Guidance counselor	Graduation track letters Postage
Students will have needed to complete at least 50% of required Edgenuity credits to maintain graduation eligibility	2024-04-01 - 2024-04-05	Credit recovery teacher	Edgenuity
The guidance counselor will meet with students and parents to inform of graduation track changes due to failure to complete the required 23 credits for graduation.	2024-04-01 - 2024-04-05	Guidance counselor Dean of discipline	Credit counts
The guidance counselor will send letters indicating graduation track changes to homes of applicable students	2024-04-01 - 2024-04-05	Guidance counselor	Track changes Postage
The guidance counselor will send updated quarter 3 graduation track list to all school staff members	2024-04-01 - 2024-04-03	Guidance counselor	Updated graduation list (q3)
Students will have the required 23 credits (4 English, 3 Math, 3 Science, 3 Social Studies, 3 PE/Health, 7 Electives) and deemed graduation eligible	2024-05-20 - 2024-05-28	Guidance counselor	Credit counts

Anticipated Outcome

All students will have met credit requirements to matriculate to the next grade level.

Monitoring/Evaluation

PowerSchool - Transcripts/Historical Grades



Evidence-based Strategy

Attendance Works

Measurable Goals

Goal Nickname

Measurable Goal Statement (Smart Goal)

Attendance Growth

By June 14 2024, 60% of currently enrolled students will have regular attendance, as defined by PA Future Ready Index.

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
Research Attendance Works program online	2023-06-30 - 2023-07-14	Attendance Counselor	Attendance Works Program Materials
Collect ideas and resources from Attendance Works Program that are applicable to our school.	2023-07-17 - 2023-08-04	Attendance Counselor	Attendance Works Program Materials
Create and organize an outline to apply applicable materials	2023-08-07 - 2023-08-31	Attendance Counselor	Attendance Works Program Materials
Apply resources and selected Attendance Works materials to students and families	2023-08-31 - 2024-06-04	Attendance Counselor	Attendance Works Program materials

Anticipated Outcome

Monitoring/Evaluation

Evidence-based Strategy

Social and Emotional Learning

Measurable Goals**Goal Nickname****Measurable Goal Statement (Smart Goal)**

Attendance Growth

By June 14 2024, 60% of currently enrolled students will have regular attendance, as defined by PA Future Ready Index.

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
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Review the Six Minute SEL Program

2023-06-28 -
2023-07-03

CSI Team

Six Minute Program Materials

Analyze how the core skills curriculum will fit our students needs.

2023-07-05 -
2023-07-28CSI
Leadership
TeamSix minute program materials, student
bell schedule

Create binders with quarterly materials for each SEL teacher.

2023-08-01 -
2023-08-08CSI
Leadership
Team

SEL curriculum materials

Conduct Professional Development on Six Minute SEL program.

2023-08-09 -
2023-08-18

CSI Team

Six Minute SEL Program materials

Teach the SEL curriculum

2023-08-22 -
2024-06-04

Teachers

Six Minute SEL Program Materials

Create staff temperature check tool

2023-08-01 -
2023-08-31CSI
Leadership
Team

google survey

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
Administer staff temperature check monthly.	2023-09-01 - 2024-06-04	CSI Leadership Team	Temperature check tool
Review the results from the temperature check tool monthly with CSI Leadership team monthly to select discussion points	2023-09-01 - 2024-06-04	CSI Leadership Team	Temperature Check Tool
Review results with staff during adult SEL PLC monthly.	2023-09-01 - 2024-06-04	CSI Team	Checklist to identify common feelings and themes.
Utilize results to determine next steps for the identified trends of staffs needs.	2023-09-01 - 2024-06-04	CSI Leadership Team	Checklist and results of the temperature check tool identified needs.

Anticipated Outcome

Monitoring/Evaluation

Evidence-based Strategy

Check and Connect

Measurable Goals

Goal Nickname

Measurable Goal Statement (Smart Goal)

Goal Nickname	Measurable Goal Statement (Smart Goal)
Attendance Growth	By June 14 2024, 60% of currently enrolled students will have regular attendance, as defined by PA Future Ready Index.

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
Create a survey to collect data on staff interest and and training needs for the implementation of the program	2023-10-02 - 2023-10-17	CSI Team	google survey
Distribute Check and Connect data collection survey to staff	2023-10-18 - 2023-10-20	CSI Team	google survey
Review survey results with CSI Team	2023-10-23 - 2023-10-31	CSI Team	Survey results of all staff members.
Review Check and Connect program staffing needs	2023-09-18 - 2023-09-29	CSI Team	Training materials on check and connect
Review training cost for Check and Connect Program	2023-11-01 - 2023-11-10	CSI Team	Staff survey results, Check and Connect Program Materials
Schedule Check and Connect Training	2023-11-10 - 2023-11-30	Executive Director	Funding

Anticipated Outcome

Monitoring/Evaluation



Evidence-based Strategy

RENEW

Measurable Goals

Goal Nickname

Measurable Goal Statement (Smart Goal)

Attendance Growth

By June 14 2024, 60% of currently enrolled students will have regular attendance, as defined by PA Future Ready Index.

Action Step	Anticipated Start/Completion	Lead Person/Position	Materials/Resources/Supports Needed
Research RENEW online	2024-01-02 - 2024-01-31	Attendance Counselor, Guidance Counselor	RENEW online materials
Research the cost of RENEW	2024-01-01 - 2024-01-31	Attendance Counselor, Guidance Counselor	RENEW online materials, RENEW consultant
Research RENEW training requirements	2024-01-01 - 2024-01-31	Attendance Counselor, Guidance Counselor	RENEW online materials, RENEW consultant
Determine if the RENEW Program is applicable to our school	2024-02-01 - 2024-02-16	CSI Team	RENEW online materials and research findings

Anticipated Outcome

Monitoring/Evaluation

PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

Measurable Goals	Action Plan Name	Professional Development Step	Anticipated Timeline
By May 30, 2024, 90% graduation eligible students will have completed 100% of their requirements to satisfy the PA Act 158 requirements. (Graduation Pathways)	MTSS	Relay pertinent information from training to senior grade level staff.	01/01/2024 - 06/04/2024

PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

Measurable Goals	Action Plan Name	Professional Development Step	Anticipated Timeline
By May 30, 2024, 80% of graduation eligible students will have successfully completed all required course credits as necessary for graduation. ELA - 4 Credits Math - 3 Credits Science - 3 Credits Social Studies - 3 Credits PE/Health - 3 Credits Electives - 7 Credits Total - 23 Credits (Credit Attainment)	MTSS	Structured literacy training will be provided for all staff	08/07/2023 - 06/04/2024

PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

Measurable Goals	Action Plan Name	Professional Development Step	Anticipated Timeline
By May 30, 2024, 80% of graduation eligible students will have successfully completed all required course credits as necessary for graduation. ELA - 4 Credits Math - 3 Credits Science - 3 Credits Social Studies - 3 Credits PE/Health - 3 Credits Electives - 7 Credits Total - 23 Credits (Credit Attainment)	MTSS	School Improvement Facilitators will provide curriculum review for all school subjects	08/07/2023 - 06/04/2024

PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

Measurable Goals	Action Plan Name	Professional Development Step	Anticipated Timeline
By June 14 2024, 60% of currently enrolled students will have regular attendance, as defined by PA Future Ready Index. (Attendance Growth)	Social and Emotional Learning	Conduct Professional Development on Six Minute SEL program.	08/09/2023 - 08/18/2023

PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

Measurable Goals	Action Plan Name	Professional Development Step	Anticipated Timeline
By June 14 2024, 60% of currently enrolled students will have regular attendance, as defined by PA Future Ready Index. (Attendance Growth)	Social and Emotional Learning	Administer staff temperature check monthly.	09/01/2023 - 06/04/2024

APPROVALS & SIGNATURES

Assurance of Quality and Accountability

Assurance of Quality and Accountability

The Building Administrator, Superintendent/Chief Executive Officer and President of the School Board will affirm the following statements.

We affirm that our school has developed a School Improvement Plan based upon a thorough review of the essential practices to advance educational programs and processes and improve student achievement.

We affirm that the action plans that we will be implementing address our specific school needs, include strategies that provide educational opportunities and instructional strategies for all students and each of the student groups, increases the amount and quality of learning time, and provides equity in the curriculum which may include programs, activities, and courses necessary to provide a well-rounded education. These plans address the needs of all children in the school, but particularly the needs of those at risk of not meeting the challenging State academic standards.

We, the undersigned, hereby certify that the school level plan has been duly reviewed by the Building Administrator, Superintendent of Schools and formally approved by the district's Board of Education, per guidelines required by the Pennsylvania Department of Education.

We hereby affirm and assure that this plan:

- Addresses all the **required components** prescribed by the Pennsylvania Department of Education
- Meets **ESSA requirements**
- Includes **at least one evidence-based strategy that meets one of the three highest levels of evidence outlined in ESSA**
- Has a **high probability of improving student outcomes**
- Has sufficient **LEA leadership and support to ensure successful implementation**

With this Assurance of Quality & Accountability, we request the Pennsylvania Department of Education grant formal approval to implement this plan.

Signature (Entered Electronically and must have access to web application).

Chief School Administrator

School Improvement Facilitator Signature

Building Principal Signature

ADDENDUM A: BACKGROUND INFORMATION TO INFORM PLAN

Strengths

Graduation Rate - 4 year Cohort African American/Black Currently at 32.6%. Not meeting the Statewide Average of 86.7% but is trending upwards.

Industry Based Learning All Student Group Meets or exceeds Statewide Goal

2.79% of the lowest achievement group met the growth standard.

Currently at 64%. Not meeting the Statewide growth standard of 70%, but is trending upwards in all student group

Alternative track to complete graduation requirements according to PA Act 158 has been established.

According to PA Future Ready Index, we have 14.8% of all students meeting the industry based learning requirement.

The utilization of Xello has equipped students with the knowledge, real-world skills, and planning capabilities to navigate their future.

Students with Disabilities Progress Monitoring on IEP Goals • Behavior goals from Quarter 1 to Quarter 2 maintained at 25% with 0% gain or decrease. • Reading Comprehension Goals from Quarter 1 to Quarter 2 increased by 24%. • Math Computation/Calculation Goals from Quarter 1 to Quarter 2 increased by 28%. • Written Expression Goals from Quarter 1 to

Challenges

Graduation Rate - 4 & 5 Year Cohort

Attendance Rate

English Language Arts/Literature Overall

Mathematics/Algebra Overall

Science/Biology Overall

We had 33% of students who took the Math Battery meet their ROI Growth Goal

Progress Monitoring on IEP Goals At the end of the school year students that achieved their behavior goals decreased.

Participation in a CTE program has been an obstacle due to transportation and a designated coordinator.

Students with Disabilities Read 180 (1 Student) taken on 08/29/2022 808L - Below Basic, National Percentile Rank 12 Read 180 was not part of the special education teacher's curriculum this year. The teacher plans to incorporate Read 180 in her curriculum this upcoming 2023-24 school year.

Title 1 funding is determined on October 1 and our enrollment increases in the Winter/Spring.

Strengths

Quarter 2 increased by 13%. • Reading Fluency Goals from Quarter 1 to Quarter 2 increased by 20%. • Behavior Goals from Quarter 2 to Quarter 3 decreased by 9%. • Reading Comprehension Goals from Quarter 2 to Quarter 3 increased by 4%. • Math Computation/Calculation Goals from Quarter 2 to Quarter 3 decreased by 11%. • Written Expression Goals from Quarter 2 to Quarter 3 decreased by 27%. • Reading Fluency Goals from Quarter 2 to Quarter 3 increased by 13%. • Behavior Goals from Quarter 3 to Quarter 4 decreased by 16%. • Reading Comprehension Goals from Quarter 3 to Quarter 4 increased by 6%. • Math Computation/Calculation Goals from Quarter 3 to Quarter 4 maintained at 56%. • Written Expression Goals from Quarter 3 to Quarter 4 increased by 9%. • Reading Fluency Goals from Quarter 3 to Quarter 4 increased by 10%.

Our Title 1 Program and Plan provides interventions and services to all students.

Organize programmatic, human, and fiscal capital resources aligned with the school improvement plan and needs of the school community

Continuously monitor implementation of the school improvement plan and adjust as needed

Implement an evidence-based system of schoolwide positive behavior interventions and supports

Partner with local businesses, community organizations, and other agencies to meet the needs of the school

We had 60% of students who took the Reading Battery meet their ROI Growth Goal

Challenges

With more funding we could increase our interventions and expand services (after school programs, tutoring etc...).

EP1: Use systematic, collaborative planning processes to ensure instruction is coordinated, aligned, and evidence-based

EP 11: Promote and sustain a positive school environment where all members feel welcomed, supported, and safe in school: socially, emotionally, intellectually, and physically

Not Applicable

EP 13: Implement a multi-tiered system of supports for academics and behavior

According to the PA Future Ready Index the Career Standard Benchmark is 66.7% which is below the statewide standard of 88.3%.

According to the PA Future Ready Index the Career Standard Benchmark is below the statewide standard for the all student group (66.7), black (70.8%) sub-groups .

Moderate evidence that -26.44% of the lowest achievement group did not meet the growth standard.

Most Notable Observations/Patterns

Although, as a school, we have a shared vision and a plan for promoting, enhancing and sustaining a positive school climate, we lack time for teachers to meet with students to identify them as at-risk and assign interventions to support graduation and transition from high school. Teachers are in need of a comprehensive system to address the barriers to learning and teaching as well as how to re-engage students who are dis-engaged. Teachers lack the specialized instruction needed to engage our students in post-secondary skills to prepare students for college and career readiness. There is a lack of consistent discipline procedures that are aligned with the goals of supporting students, their learning and being respectful to all individuals. Our discipline procedures are not enhanced with authentic student-driven opportunities for reconciliation when appropriate. Overall classroom instruction is in-effective because, novice teachers, who lack re-teaching strategies, content differentiation, remediation and reflection practices, due to an absence of responsibility and ownership of students' learning as well as minimal meaningful and timely feedback from administration. The school community does not hold every member responsible and accountable for ensuring that all students achieve the rigorous outcomes established for them. Teachers do not set high expectations and academic rigor for all students in their instructional planning which directly correlates to the schools' poor test scores.

Challenges	Discussion Point	Priority for Planning
Graduation Rate - 4 & 5 Year Cohort		
Attendance Rate		
EP1: Use systematic, collaborative planning processes to ensure instruction is coordinated, aligned, and evidence-based	Historically, we have focused on behavior; currently we are making a shift to increase the academic focus on teaching and learning. Although we have flexibility in our curriculum, instruction, and assessments, it is imperative that we align our curriculum, instruction, and assessment with high expectations to eliminate learning gaps.	✓
EP 11: Promote and sustain a positive school environment where all members feel welcomed, supported, and safe in school: socially, emotionally, intellectually, and physically	Self-awareness has not been a priority as a faculty; therefore, there is a lack of ability to support and model for students appropriate ways to engage in coping strategies that will allow for learning in the upstairs brain (school, personal, etc.), and how to get out of the downstairs brain (reactive, trauma based, fight/flight/freeze).	✓
EP 13: Implement a multi-tiered system of supports for academics and behavior	MTSS includes frequent progress monitoring and data-based decisions, teachers can provide more individualized instruction to each student. This can help all students improve their academic performance, especially those struggling or falling behind.	

ADDENDUM B: ACTION PLAN

Action Plan: STATE REQUIRED

Action Steps	Anticipated Start/Completion Date
Administer state generated diagnostic survey of school's current data capacity.	08/14/2023 - 09/01/2023

Monitoring/Evaluation	Anticipated Output
State team in October of 2023	Improve data analysis of student learning.

Material/Resources/Supports Needed	PD Step	Comm Step
State generated data survey.	no	no

Action Steps	Anticipated Start/Completion Date
Analysis of state data survey results in October's monitoring routine meeting.	09/12/2023 - 10/13/2023

Monitoring/Evaluation	Anticipated Output
State team in October of 2023	Improve data analysis of student learning.

Material/Resources/Supports Needed	PD Step	Comm Step
State generated data survey.	no	no

Action Plan: MTSS

Action Steps**Anticipated Start/Completion Date**

Students who have earned at least 16.5 academic credits will be moved to 12th grade status and graduation eligible on Powerschool SIS.

07/05/2023 - 08/21/2023

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Powerschool SIS

no

no

Action Steps**Anticipated Start/Completion Date**

Graduation eligible students will complete one or multiple career interest inventory surveys.

08/22/2023 - 09/29/2023

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Career Interest Inventory Surveys

no

no

Action Steps**Anticipated Start/Completion Date**

Interested and eligible junior and senior students will participate in a Preconstruction Career Academy Initiative
https://ies.ed.gov/ncee/wwc/Docs/InterventionReports/wwc_careeracademies_092215.pdf

08/22/2023 - 06/04/2023

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Classroom designed for preconstruction program Preconstruction curriculum Preconstruction materials

no

no



Action Steps**Anticipated Start/Completion Date**

Based on career interest inventory survey results and previous student interests, the guidance counselor will begin to research schools for graduation eligible students to tour.

08/22/2023 - 10/05/2023

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Contact information for local trade programs Contact information for local 2 and 4 year colleges and universities

no

no



Action Steps**Anticipated Start/Completion Date**

Schedule tours for graduation eligible students to attend to explore post-secondary options.

08/28/2023 - 01/04/2024

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Calendar of available dates and times for tours List of available post-secondary options

no

no



Action Steps**Anticipated Start/Completion Date**

Take graduation eligible students on tours of post-secondary options.

09/05/2023 - 03/01/2024

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed

PD Step **Comm Step**

Gas for transportation to and from the tours Lunch for graduation eligible students while on tours School issued vehicles to transport students Signed permission forms for students to attend tours

no no

Action Steps**Anticipated Start/Completion Date**

Students will identify their post-secondary choice (workforce, trade school, college).

09/05/2023 - 03/29/2024

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Individual meetings with graduation eligible students List of available options after graduation

no

no

Action Steps**Anticipated Start/Completion Date**

Post-secondary choices will be recorded for graduation eligible students on Powerschool SIS.

09/05/2023 - 03/29/2024

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Powerschool SIS

no

no

Action Steps**Anticipated Start/Completion Date**

Graduation eligible students will begin their service-learning projects.

09/05/2023 - 09/08/2023

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Service-learning project outline Service-learning project rubric

no

no



Action Steps**Anticipated Start/Completion Date**

Graduation eligible students will complete CPR/First Aid training with Gary Lewis in Fall 2023.

09/05/2023 - 01/12/2024

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Designated classroom for CPR and First Aid training Funds to pay for certificates through the Red Cross Association

no

no

Action Steps**Anticipated Start/Completion Date**

Graduation eligible students will complete and turn-in their service-learning projects.

03/01/2024 - 03/29/2024

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Completed service-learning projects Graded rubrics

no

no

Action Steps**Anticipated Start/Completion Date**

Graduation eligible students who have not already completed CPR/First Aid in Fall 2023 will complete it with CPR instructor in Spring 2024

01/02/2024 - 03/29/2024

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Designated classroom for CPR and First Aid training Funds to pay for certificates through the Red Cross Association

no

no



Action Steps**Anticipated Start/Completion Date**

Schedule CPR/First Aid for Spring 2024 for graduation eligible students with Gary Lewis

11/01/2023 - 12/01/2023

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

School calendar CPR instructor

no

no



Action Steps**Anticipated Start/Completion Date**

Research staff trainings related to post-secondary options and Pennsylvania graduation requirements

07/03/2023 - 06/04/2024

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed

PD Step **Comm Step**

Information on available trainings pertaining PA graduation requirements Information on available trainings pertaining to post-secondary opportunities Funds to attend relevant trainings

no no

Action Steps**Anticipated Start/Completion Date**

Schedule CPR/First Aid for Fall 2023 date for graduation eligible students with CPR instructor

08/22/2023 - 09/05/2023

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

School calendar CPR Instructor

no

no

Action Steps**Anticipated Start/Completion Date**

Sign-up for applicable trainings which would allow for increased knowledge and training on PA Act 158 requirements and post-secondary opportunities.

08/22/2023 - 01/04/2024

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Registration cost Hotel cost (where necessary)

no

no

Action Steps**Anticipated Start/Completion Date**

Relay pertinent information from training to senior grade level staff.

01/01/2024 - 06/04/2024

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Senior grade level staff Training curriculum and handouts

yes

no

Action Steps**Anticipated Start/Completion Date**

Graduation eligible students who are pursuing workforce after graduation will turn in their letters proving full-time employment or military enlistment.

01/01/2024 - 04/15/2024

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Full-time employment letters Military enlistment letters Powerschool SIS

no

no



Action Steps**Anticipated Start/Completion Date**

Graduation eligible students who are interested in post-secondary education will turn in their acceptance letter to one Institution of Higher Education (IHE) for college-level coursework.

01/01/2024 - 04/15/2024

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Post-secondary acceptance letters Powerschool SIS

no

no



Action Steps**Anticipated Start/Completion Date**

Students who are interested in workforce will have completed a job resume for their portfolios.

09/05/2023 - 01/12/2024

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Sample resume template Student computers Resume writing paper

no

no

Action Steps**Anticipated Start/Completion Date**

Reach out to military recruit to set up information table during student lunches.

08/22/2023 - 09/01/2023

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Army recruit contact information School calendar Available table for presentation

no

no



Action Steps**Anticipated Start/Completion Date**

Students who are interested in pursuing the military will have completed the enlistment information request online or in-person.

09/05/2023 - 01/12/2024

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Student computers Army recruit

no

no

Action Steps**Anticipated Start/Completion Date**

Record the three PA Act 158 graduation artifact completions on Powerschool SIS system

09/05/2023 - 05/28/2024

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Three completed artifacts Powerschool SIS

no

no

Action Steps**Anticipated Start/Completion Date**

Send letters home indicating graduation track changes due to failure of completing PA Act 158 graduation requirements to applicable students.

03/29/2024 - 04/19/2024

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Student PA Act 158 artifacts Student mailing addresses Postage

no

yes



Action Steps**Anticipated Start/Completion Date**

Meet with senior teachers monthly to ensure that PA Act 158 requirements are being completed on appropriate timeline

09/05/2024 - 05/28/2024

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Timeline of graduation requirements PLC meeting time

no

no



Action Steps**Anticipated Start/Completion Date**

Inform new student enrollments without any of the three artifacts that they will not be deemed graduation eligible for Spring 2024 commencement.

03/12/2024 - 06/04/2024

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Meeting with parents and students PA Act 158 graduation requirements handout

no

no



Action Steps**Anticipated Start/Completion Date**

Graduation eligible students who are interested in post-secondary education will begin applying to colleges or trade schools.

09/05/2023 - 03/29/2024

Monitoring/Evaluation**Anticipated Output**

The guidance counselor will upload all student artifacts through Powerschool as they complete them and will check monthly with teachers and students on their progress.

By completing these action steps, graduation eligible students should be able to provide at least 3 qualifying artifacts to meet the PA Act 158 graduation requirements.

Material/Resources/Supports Needed**PD Step****Comm Step**

Post-secondary applications High-school transcripts Fee waiver code (when applicable)

no

no

Action Plan: MTSS

Action Steps**Anticipated Start/Completion Date**

Students with at least 16.5 academic credits will be deemed eligible for graduation in Spring 2024

07/04/2023 - 08/21/2023

Monitoring/Evaluation**Anticipated Output**

PowerSchool - Transcripts/Historical Grades

All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed**PD Step****Comm Step**

Historical grades Powerschool SIS

no

no



Action Steps	Anticipated Start/Completion Date
Students who have successfully completed 11th grade coursework with 14-16.49 credits may be placed in graduation eligibility for Spring 2024 with accompanying Edgenuity courses	07/04/2023 - 08/21/2023

Monitoring/Evaluation	Anticipated Output
PowerSchool - Transcripts/Historical Grades	All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed	PD Step	Comm Step
Historical grades Edgenuity Powerschool SIS	no	no

Action Steps	Anticipated Start/Completion Date
Structured literacy training will be provided for all staff	08/07/2023 - 06/04/2024

Monitoring/Evaluation	Anticipated Output
PowerSchool - Transcripts/Historical Grades	All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed	PD Step	Comm Step
Training materials	yes	no

Action Steps**Anticipated Start/Completion Date**

School Improvement Facilitators will provide curriculum review for all school subjects

08/07/2023 - 06/04/2024

Monitoring/Evaluation**Anticipated Output**

PowerSchool - Transcripts/Historical Grades

All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed**PD Step****Comm Step**

Previously made curriculum Curriculum resources

yes

no

Action Steps	Anticipated Start/Completion Date
January 2024 (late graduates) will be scheduled in appropriate courses to receive their required 23 credits for graduation	07/04/2023 - 08/22/2023

Monitoring/Evaluation	Anticipated Output
PowerSchool - Transcripts/Historical Grades	All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed	PD Step	Comm Step
Powerschool SIS	no	no

Action Steps	Anticipated Start/Completion Date
Students will be enrolled in appropriate credit recovery courses through Edgenuity	08/22/2023 - 09/05/2023

Monitoring/Evaluation	Anticipated Output
PowerSchool - Transcripts/Historical Grades	All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed	PD Step	Comm Step
Edgenuity Poweschool SIS	no	no

Action Steps**Anticipated Start/Completion Date**

Students will be scheduled in appropriate credit recovery elective courses on their schedule

07/04/2023 - 08/22/2023

Monitoring/Evaluation**Anticipated Output**

PowerSchool - Transcripts/Historical Grades

All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed**PD Step****Comm Step**

Powerschool SIS

no

no

Action Steps**Anticipated Start/Completion Date**

At the end of quarter 1, the guidance counselor will check on the progress of student's credit recovery courses. They should have 25% of required coursework completed at this time.

10/23/2023 - 10/26/2023

Monitoring/Evaluation**Anticipated Output**

PowerSchool - Transcripts/Historical Grades

All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed**PD Step****Comm Step**

Powerschool SIS Edgenuity

no

no



Action Steps**Anticipated Start/Completion Date**

Students who have not progressed on credit recovery will have a meeting with myself and credit recovery teacher explaining the importance of the program to maintain graduation eligibility.

10/30/2023 - 11/03/2023

Monitoring/Evaluation**Anticipated Output**

PowerSchool - Transcripts/Historical Grades

All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed**PD Step****Comm Step**

Powerschool SIS Edgenuity School calendar

no

no



Action Steps**Anticipated Start/Completion Date**

Students will sign a contract indicating they understand their Edgenuity responsibility of completing 50% of required coursework by the end of the second quarter.

10/30/2023 - 11/03/2023

Monitoring/Evaluation**Anticipated Output**

PowerSchool - Transcripts/Historical Grades

All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed**PD Step****Comm Step**

Edgenuity Contract

no

no



Action Steps**Anticipated Start/Completion Date**

Students will take their Edgenuity responsibility contracts home and have the parent/guardian sign the paper indicating they understand the responsibility of their graduation eligible student.

10/30/2023 - 11/03/2023

Monitoring/Evaluation**Anticipated Output**

PowerSchool - Transcripts/Historical Grades

All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed**PD Step****Comm Step**

Contract

no

no

Action Steps**Anticipated Start/Completion Date**

Edgenuity contracts will be sent home through e-mail and postal mail to ensure parents receive requirements for graduation eligible students

10/30/2023 - 11/03/2023

Monitoring/Evaluation**Anticipated Output**

PowerSchool - Transcripts/Historical Grades

All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed**PD Step****Comm Step**

Contract Postage Student emailing addresses

no

yes

Action Steps**Anticipated Start/Completion Date**

At the end of quarter 2, the guidance counselor will check the progress of student's credit recovery courses. They should have 50% of required coursework completed at this time.

01/10/2024 - 01/15/2024

Monitoring/Evaluation**Anticipated Output**

PowerSchool - Transcripts/Historical Grades

All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed**PD Step****Comm Step**

Edgenuity

no

no



Action Steps**Anticipated Start/Completion Date**

Students who have failed a course required to maintain graduation eligibility in quarter 1 will be placed in an Edgenuity course to make up that quarter of a credit.

10/23/2023 - 10/26/2023

Monitoring/Evaluation**Anticipated Output**

PowerSchool - Transcripts/Historical Grades

All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed**PD Step****Comm Step**

Powerschool SIS Edgenuity

no

no



Action Steps**Anticipated Start/Completion Date**

Students who are placed on Edgenuity at the end of quarter 1 will be placed into a credit recovery elective course beginning quarter 2.

10/23/2023 - 10/26/2023

Monitoring/Evaluation**Anticipated Output**

PowerSchool - Transcripts/Historical Grades

All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed**PD Step****Comm Step**

Edgenuity Powerschool

no

no

Action Steps**Anticipated Start/Completion Date**

Students who have failed a required course to maintain graduation eligibility in quarter 2 will be placed in an Edgenuity course to make up that quarter of a credit.

01/22/2024 - 01/25/2024

Monitoring/Evaluation**Anticipated Output**

PowerSchool - Transcripts/Historical Grades

All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed**PD Step****Comm Step**

Edgenuity

no

no



Action Steps**Anticipated Start/Completion Date**

Students who are placed on Edgenuity at the end of quarter 2 will be placed into a credit recovery elective course beginning quarter

01/25/2024 - 01/29/2024

Monitoring/Evaluation**Anticipated Output**

PowerSchool - Transcripts/Historical Grades

All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed**PD Step****Comm Step**

Powerschool Edgenuity

no

no

Action Steps**Anticipated Start/Completion Date**

January 2024 graduation eligible students will have received the necessary 23 credits to receive high school diploma.

01/10/2024 - 01/15/2024

Monitoring/Evaluation**Anticipated Output**

PowerSchool - Transcripts/Historical Grades

All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed**PD Step****Comm Step**

Diploma

no

no

Action Steps	Anticipated Start/Completion Date
The guidance counselor will send original graduation track list (January, Spring, Summer, MOU) to all school staff members.	08/15/2023 - 08/22/2023

Monitoring/Evaluation	Anticipated Output
PowerSchool - Transcripts/Historical Grades	All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed	PD Step	Comm Step
Credit counts Graduation lists	no	no

Action Steps	Anticipated Start/Completion Date
The guidance counselor will send updated quarter 1 graduation track list to all school staff members	10/26/2023 - 10/30/2023

Monitoring/Evaluation	Anticipated Output
PowerSchool - Transcripts/Historical Grades	All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed	PD Step	Comm Step
updated graduation track (q1)	no	no

Action Steps**Anticipated Start/Completion Date**

The guidance counselor will send updated quarter 2 graduation track list to all school staff members

01/15/2024 - 01/18/2024

Monitoring/Evaluation**Anticipated Output**

PowerSchool - Transcripts/Historical Grades

All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed**PD Step****Comm Step**

updated graduation track list (q2)

no

no

Action Steps	Anticipated Start/Completion Date
The guidance will send letters indicating graduation track changes to applicable homes of students	01/15/2024 - 01/18/2024

Monitoring/Evaluation	Anticipated Output
PowerSchool - Transcripts/Historical Grades	All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed	PD Step	Comm Step
Graduation track letters Postage	no	yes

Action Steps	Anticipated Start/Completion Date
Students will have needed to complete at least 50% of required Edgenuity credits to maintain graduation eligibility	04/01/2024 - 04/05/2024

Monitoring/Evaluation	Anticipated Output
PowerSchool - Transcripts/Historical Grades	All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed	PD Step	Comm Step
Edgenuity	no	no

Action Steps**Anticipated Start/Completion Date**

The guidance counselor will meet with students and parents to inform of graduation track changes due to failure to complete the required 23 credits for graduation.

04/01/2024 - 04/05/2024

Monitoring/Evaluation**Anticipated Output**

PowerSchool - Transcripts/Historical Grades

All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed**PD Step****Comm Step**

Credit counts

no

yes



Action Steps	Anticipated Start/Completion Date
The guidance counselor will send letters indicating graduation track changes to homes of applicable students	04/01/2024 - 04/05/2024

Monitoring/Evaluation	Anticipated Output
PowerSchool - Transcripts/Historical Grades	All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed	PD Step	Comm Step
Track changes Postage	no	yes

Action Steps	Anticipated Start/Completion Date
The guidance counselor will send updated quarter 3 graduation track list to all school staff members	04/01/2024 - 04/03/2024

Monitoring/Evaluation	Anticipated Output
PowerSchool - Transcripts/Historical Grades	All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed	PD Step	Comm Step
Updated graduation list (q3)	no	no

Action Steps**Anticipated Start/Completion Date**

Students will have the required 23 credits (4 English, 3 Math, 3 Science, 3 Social Studies, 3 PE/Health, 7 Electives) and deemed graduation eligible

05/20/2024 - 05/28/2024

Monitoring/Evaluation**Anticipated Output**

PowerSchool - Transcripts/Historical Grades

All students will have met credit requirements to matriculate to the next grade level.

Material/Resources/Supports Needed**PD Step****Comm Step**

Credit counts

no

no

Action Plan: Attendance Works

Action Steps	Anticipated Start/Completion Date
Research Attendance Works program online	06/30/2023 - 07/14/2023

Monitoring/Evaluation	Anticipated Output

Material/Resources/Supports Needed	PD Step	Comm Step
Attendance Works Program Materials	no	no

Action Steps	Anticipated Start/Completion Date
Collect ideas and resources from Attendance Works Program that are applicable to our school.	07/17/2023 - 08/04/2023

Monitoring/Evaluation	Anticipated Output

Material/Resources/Supports Needed	PD Step	Comm Step
Attendance Works Program Materials	no	

Action Steps**Anticipated Start/Completion Date**

Create and organize an outline to apply applicable materials

08/07/2023 - 08/31/2023

Monitoring/Evaluation**Anticipated Output****Material/Resources/Supports Needed****PD Step****Comm Step**

Attendance Works Program Materials

no

no

Action Steps**Anticipated Start/Completion Date**

Apply resources and selected Attendance Works materials to students and families

08/31/2023 - 06/04/2024

Monitoring/Evaluation**Anticipated Output****Material/Resources/Supports Needed****PD Step****Comm Step**

Attendance Works Program materials

no

yes

Action Plan: Social and Emotional Learning

Action Steps	Anticipated Start/Completion Date
Review the Six Minute SEL Program	06/28/2023 - 07/03/2023

Monitoring/Evaluation	Anticipated Output

Material/Resources/Supports Needed	PD Step	Comm Step
Six Minute Program Materials	no	no

Action Steps	Anticipated Start/Completion Date
Analyze how the core skills curriculum will fit our students needs.	07/05/2023 - 07/28/2023

Monitoring/Evaluation	Anticipated Output

Material/Resources/Supports Needed	PD Step	Comm Step
Six minute program materials, student bell schedule	no	no

Action Steps**Anticipated Start/Completion Date**

Create binders with quarterly materials for each SEL teacher.

08/01/2023 - 08/08/2023

Monitoring/Evaluation**Anticipated Output****Material/Resources/Supports Needed****PD Step****Comm Step**

SEL curriculum materials

no

no

Action Steps**Anticipated Start/Completion Date**

Conduct Professional Development on Six Minute SEL program.

08/09/2023 - 08/18/2023

Monitoring/Evaluation**Anticipated Output****Material/Resources/Supports Needed****PD Step****Comm Step**

Six Minute SEL Program materials

yes

no

Action Steps**Anticipated Start/Completion Date**

Teach the SEL curriculum

08/22/2023 - 06/04/2024

Monitoring/Evaluation**Anticipated Output****Material/Resources/Supports Needed****PD Step****Comm Step**

Six Minute SEL Program Materials

no

no

Action Steps**Anticipated Start/Completion Date**

Create staff temperature check tool

08/01/2023 - 08/31/2023

Monitoring/Evaluation**Anticipated Output****Material/Resources/Supports Needed****PD Step****Comm Step**

google survey

no

no

Action Steps	Anticipated Start/Completion Date
Administer staff temperature check monthly.	09/01/2023 - 06/04/2024

Monitoring/Evaluation	Anticipated Output

Material/Resources/Supports Needed	PD Step	Comm Step
Temperature check tool	yes	no

Action Steps	Anticipated Start/Completion Date
Review the results from the temperature check tool monthly with CSI Leadership team monthly to select discussion points	09/01/2023 - 06/04/2024

Monitoring/Evaluation	Anticipated Output

Material/Resources/Supports Needed	PD Step	Comm Step
Temperature Check Tool	no	no

Action Steps**Anticipated Start/Completion Date**

Review results with staff during adult SEL PLC monthly.

09/01/2023 - 06/04/2024

Monitoring/Evaluation**Anticipated Output****Material/Resources/Supports Needed****PD Step****Comm Step**

Checklist to identify common feelings and themes.

no

no

Action Steps**Anticipated Start/Completion Date**

Utilize results to determine next steps for the identified trends of staffs needs.

09/01/2023 - 06/04/2024

Monitoring/Evaluation**Anticipated Output****Material/Resources/Supports Needed****PD Step****Comm Step**

Checklist and results of the temperature check tool identified needs.

no

no

Action Plan: Check and Connect

Action Steps	Anticipated Start/Completion Date
Create a survey to collect data on staff interest and training needs for the implementation of the program	10/02/2023 - 10/17/2023

Monitoring/Evaluation	Anticipated Output
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Material/Resources/Supports Needed	PD Step	Comm Step
google survey	no	no



Action Steps**Anticipated Start/Completion Date**

Distribute Check and Connect data collection survey to staff

10/18/2023 - 10/20/2023

Monitoring/Evaluation**Anticipated Output****Material/Resources/Supports Needed****PD Step****Comm Step**

google survey

no

no

Action Steps**Anticipated Start/Completion Date**

Review survey results with CSI Team

10/23/2023 - 10/31/2023

Monitoring/Evaluation**Anticipated Output****Material/Resources/Supports Needed****PD Step****Comm Step**

Survey results of all staff members.

no

no

Action Steps	Anticipated Start/Completion Date
Review Check and Connect program staffing needs	09/18/2023 - 09/29/2023

Monitoring/Evaluation	Anticipated Output

Material/Resources/Supports Needed	PD Step	Comm Step
Training materials on check and connect	no	no

Action Steps	Anticipated Start/Completion Date
Review training cost for Check and Connect Program	11/01/2023 - 11/10/2023

Monitoring/Evaluation	Anticipated Output

Material/Resources/Supports Needed	PD Step	Comm Step
Staff survey results, Check and Connect Program Materials	no	no

Action Steps**Anticipated Start/Completion Date**

Schedule Check and Connect Training

11/10/2023 - 11/30/2023

Monitoring/Evaluation**Anticipated Output****Material/Resources/Supports Needed****PD Step****Comm Step**

Funding

no

no

Action Plan: RENEW**Action Steps****Anticipated Start/Completion Date**

Research RENEW online

01/02/2024 - 01/31/2024

Monitoring/Evaluation**Anticipated Output****Material/Resources/Supports Needed****PD Step****Comm Step**

RENEW online materials

no

no

Action Steps	Anticipated Start/Completion Date
Research the cost of RENEW	01/01/2024 - 01/31/2024

Monitoring/Evaluation	Anticipated Output

Material/Resources/Supports Needed	PD Step	Comm Step
RENEW online materials, RENEW consultant	no	no

Action Steps	Anticipated Start/Completion Date
Research RENEW training requirements	01/01/2024 - 01/31/2024

Monitoring/Evaluation	Anticipated Output

Material/Resources/Supports Needed	PD Step	Comm Step
RENEW online materials, RENEW consultant	no	no

Action Steps**Anticipated Start/Completion Date**

Determine if the RENEW Program is applicable to our school

02/01/2024 - 02/16/2024

Monitoring/Evaluation**Anticipated Output****Material/Resources/Supports Needed****PD Step****Comm Step**

RENEW online materials and research findings

no

no



ADDENDUM C: PROFESSIONAL DEVELOPMENT PLANS

Measurable Goals	Action Plan Name	Professional Development Step	Anticipated Timeline
By May 30, 2024, 90% graduation eligible students will have completed 100% of their requirements to satisfy the PA Act 158 requirements. (Graduation Pathways)	MTSS	Relay pertinent information from training to senior grade level staff.	01/01/2024 - 06/04/2024
By May 30, 2024, 80% of graduation eligible students will have successfully completed all required course credits as necessary for graduation. ELA - 4 Credits Math - 3 Credits Science - 3 Credits Social Studies - 3 Credits PE/Health - 3 Credits Electives - 7 Credits Total - 23 Credits (Credit Attainment)	MTSS	Structured literacy training will be provided for all staff	08/07/2023 - 06/04/2024
By May 30, 2024, 80% of graduation eligible students will have successfully completed all required course credits as necessary for graduation. ELA - 4 Credits Math - 3 Credits Science - 3 Credits Social Studies - 3 Credits PE/Health - 3 Credits Electives - 7 Credits Total - 23 Credits (Credit Attainment)	MTSS	School Improvement Facilitators will provide curriculum review for all school subjects	08/07/2023 - 06/04/2024
By June 14 2024, 60% of currently enrolled students will have regular attendance, as defined by PA Future Ready Index. (Attendance Growth)	Social and Emotional Learning	Conduct Professional Development on Six Minute SEL program.	08/09/2023 - 08/18/2023
By June 14 2024, 60% of currently enrolled students will have regular attendance, as defined by PA Future Ready Index. (Attendance Growth)	Social and Emotional Learning	Administer staff temperature check monthly.	09/01/2023 - 06/04/2024



PROFESSIONAL DEVELOPMENT PLANS

Professional Development Step	Audience	Topics of Prof. Dev
Structured Literacy Training	All teaching staff	Systematic and Cumulative, Explicit instruction, Diagnostic literacy instruction

Evidence of Learning	Anticipated Timeframe	Lead Person/Position
Successful literacy instruction and interventions provide highly explicit, systematic teaching of foundational decoding and spelling skills as well as explicit teaching of other important components of literacy, such as vocabulary, comprehension, and writing. (IDA 2021)	08/15/2023 - 06/06/2024	SIF

Danielson Framework Component Met in this Plan:	This Step meets the Requirements of State Required Trainings:
	Structured Literacy

Professional Development Step	Audience	Topics of Prof. Dev
PA Graduation Requirements/Post-secondary Training	All senior grade level teaching staff	PA Act 158 graduation requirements, Post-secondary opportunities

Evidence of Learning	Anticipated Timeframe	Lead Person/Position
Knowledge of PA Act 158 graduation requirements and post-secondary opportunities will allow for a smooth transition for seniors to graduation and beyond.	01/08/2024 - 05/24/2024	Guidance counselor

Danielson Framework Component Met in this Plan:	This Step meets the Requirements of State Required Trainings:
	Professional Ethics

Professional Development Step	Audience	Topics of Prof. Dev
Curriculum Review	All teaching staff	Standards Alignment

Evidence of Learning	Anticipated Timeframe	Lead Person/Position
Lesson plans	08/21/2023 - 05/31/2024	School Improvement Facilitators

Danielson Framework Component Met in this Plan:	This Step meets the Requirements of State Required Trainings:
	Common Ground: Culturally Relevant Sustaining Education

Professional Development Step	Audience	Topics of Prof. Dev
6-Minute SEL Program Training	All school staff members	6-Minute SEL curriculum resources

Evidence of Learning**Anticipated Timeframe****Lead Person/Position**

Students who are actively participating in the 6-minute SEL curriculum should see a decrease in behavioral referrals and suspensions.

08/07/2023 - 08/18/2023

Admin team

Danielson Framework Component Met in this Plan:**This Step meets the Requirements of State Required Trainings:**

Common Ground: Culturally Relevant Sustaining Education

Professional Development Step**Audience****Topics of Prof. Dev**

Administer staff temperature check

All staff members

professional goal setting, resources, staff morale

Evidence of Learning**Anticipated Timeframe****Lead Person/Position**

Using monthly data we can review data and make monthly adjustments based on feedback.

09/01/2023 - 06/03/2024

Admin teach

Danielson Framework Component Met in this Plan:**This Step meets the Requirements of State Required Trainings:**

Professional Ethics

ADDENDUM D: ACTION PLAN COMMUNICATION

Measurable Goals	Action Plan Name	Communication Step	Anticipated Timeline
By May 30, 2024, 90% graduation eligible students will have completed 100% of their requirements to satisfy the PA Act 158 requirements. (Graduation Pathways)	MTSS	Send letters home indicating graduation track changes due to failure of completing PA Act 158 graduation requirements to applicable students.	2024-03-29 - 2024-04-19
By May 30, 2024, 80% of graduation eligible students will have successfully completed all required course credits as necessary for graduation. ELA - 4 Credits Math - 3 Credits Science - 3 Credits Social Studies - 3 Credits PE/Health - 3 Credits Electives - 7 Credits Total - 23 Credits (Credit Attainment)	MTSS	Edgenuity contracts will be sent home through e-mail and postal mail to ensure parents receive requirements for graduation eligible students	2023-10-30 - 2023-11-03
By May 30, 2024, 80% of graduation eligible students will have successfully completed all required course credits as necessary for graduation. ELA - 4 Credits Math - 3 Credits Science - 3 Credits Social Studies - 3 Credits PE/Health - 3 Credits Electives - 7 Credits Total - 23 Credits (Credit Attainment)	MTSS	The guidance will send letters indicating graduation track	2024-01-15 - 2024-01-18

Measurable Goals	Action Plan Name	Communication Step	Anticipated Timeline
		changes to applicable homes of students	
By May 30, 2024, 80% of graduation eligible students will have successfully completed all required course credits as necessary for graduation. ELA - 4 Credits Math - 3 Credits Science - 3 Credits Social Studies - 3 Credits PE/Health - 3 Credits Electives - 7 Credits Total - 23 Credits (Credit Attainment)	MTSS	The guidance counselor will meet with students and parents to inform of graduation track changes due to failure to complete the required 23 credits for graduation.	2024-04-01 - 2024-04-05
By May 30, 2024, 80% of graduation eligible students will have successfully completed all required course credits as necessary for graduation. ELA - 4 Credits Math - 3 Credits Science - 3 Credits Social Studies - 3 Credits PE/Health - 3 Credits Electives - 7 Credits Total - 23 Credits (Credit Attainment)	MTSS	The guidance counselor will send letters indicating graduation track changes to homes of applicable students	2024-04-01 - 2024-04-05
By June 14 2024, 60% of currently enrolled students will have regular attendance, as defined by PA Future Ready Index. (Attendance Growth)	Attendance Works	Apply resources and selected Attendance Works	2023-08-31 - 2024-06-04

Measurable Goals

**Action Plan
Name**

**Communication
Step**

**Anticipated
Timeline**

materials to
students and
families

COMMUNICATIONS PLAN

Communication Step

Audience

Topics/Message of Communication

Graduation track change letters

Parents/guardians of senior level students,
senior level students

Credits earned, credits needed, historical grades,
Edgenuity progress

Anticipated Timeframe

Frequency

Delivery Method

10/13/2023 - 04/24/2024

Quarterly

Letter

Lead Person/Position

Guidance counselor

Communication Step

Audience

Topics/Message of Communication

Edgenuity contracts

senior level parents/guardians, senior
level students

Edgenuity description, student login information,
course credit counts

Anticipated Timeframe**Frequency****Delivery Method**

10/13/2023 - 04/24/2024

quarterly

Letter

Lead Person/Position

Guidance counselor

Communication Step**Audience****Topics/Message of Communication**

Parent/guardian meetings

senior level students, parents/guardians of
senior level studentsgraduation credit requirements, historical grades, new
anticipated graduation track**Anticipated Timeframe****Frequency****Delivery Method**

10/13/2023 - 08/24/2023

quarterly

Other

Lead Person/Position

Guidance counselor

Communication Step**Audience****Topics/Message of Communication**

Attendance Works Information

current and prospective students and their parents/guardians

Information on ways to prevent students being chronically absent

Anticipated Timeframe**Frequency****Delivery Method**

08/22/2023 - 09/29/2023

once

Letter

Lead Person/Position

Attendance counselor

ADDENDUM E: COMPREHENSIVE PLAN COMMUNICATIONS

Communication Step

Topics of Message

Mode

Audience

Anticipated Timeline
