Erie County Technical School	2008-2009 **Priority Action Plans**

Priority 1: SchoolDESX			
ACTION STEPS	ACCOUNTABILITY	TIMEFRAME	BUDGET
Objective A. Make SchoolDESX Easier to Work with			
1. Schedule refresher during August in-service	Fatica/Jackson	August 2008	
2. Develop series of S/D courses (template, class navigation, reports, attendance entry)	Smith	2008-2009	
3. Availability of a faculty S/D mentor	Jackson	Sept. 2008	
Objective B. Improve Ease of Entry while Maintaining Integrity			
1. Conduct faculty/clerical survey of "classes/S/D" issue	Jackson	August 2008	
2. Form an "investigative committee" to explore classes/S/D issue	Jackson	Sept. 2008	
3. Committee will establish timeline	Committee	2008-2009	
4. Committee will develop "analysis report" of potential solutions	Committee	2008-2009	
Objective C. Improve Access to Information			
1. Establish "guidelines" for classes, activities, categories, etc.	Committee	2008-2009	
2. Establish "standard formats" for S/D data (i.e. font, caps, etc.)	Committee	2008-2009	
3. Conduct "control process" for S/D class info	Smith/Fatica/Principal	2008-2009	
4. Investigate access to historical data	Smith		
Projected Cost			

Priority 2: Academic Performance--Mathematics			
Increase the percentage of students who achieve PSSA math Proficient and above by 13%, from 34.6% to 39.1%.			
ACTION STEPS	ACCOUNTABILITY	TIMEFRAME	BUDGET
Objective A. Assess current and historical performance of 11th graders			
1. Review 8th grade PSSA scores submitted on student application	Holland	August 2008	
2. Review PSSA performance of Class 2009 by academic anchor in mathematics	Jackson	August 2008	
3. Review PSSA performance of Class 2008 by academic anchor in mathematics	Jackson	August 2008	
4. Identify assessment anchors with the greatest deficiency	Holland/Jackson	August 2008	
5. Conduct transcript analysis to identify other opportunities-- EdTrust	Administrator, district rep, counselor, CTE teacher, CTC math teacher	November 18 Pittsburgh PaTTAN	
Objective B. Select students to participate			
1. Identify students with proficiency level of Basic or high Below Basic	Holland	August 2008	
2. Identify programs with greatest number of students identified above	Holland/Jackson	August 2008	
3. Focus on programs with largest number of students at the Basic or high Below Basic level	Principal/ Math Instructors	2008-2009	
Objective C. Provide instructional strategies			
1. Provide instruction to selected programs with a focus on 'weak' anchors	Math Instructors	2008-2009	
2. Provide Study Island mathematics remediation	Study Island Instructor	2008-2009	
3. Conduct a PSSA Math Prep Course	Math Instructors	2008-2009	
4. Conduct weekly math competition based on assessment anchors	All Faculty + Math Instructors	2008-2009	
5. Research and promote services available to identified students in school districts	Jackson/Principal/ Counselor	2008-2009	

Priority 2: Academic Performance--Mathematics			
Increase the percentage of students who achieve PSSA math Proficient and above by 13%, from 34.6% to 39.1%.			
ACTION STEPS	ACCOUNTABILITY	TIMEFRAME	BUDGET
Objective D. Conduct staff development			
1. Participate in SREB Site Development Workshops		Sept. 15-16	
2. Participate in EdTrust SIP Workshop		Sept. 16	
3. Numeracy Training by EdTrust #1	4-6 CTE teachers—academic & technical	Oct. 2-3	
4. Participate in PACTA PIL Program—Academic Achievement	CTC Director & 2 associated with PSSA	Oct. 6-7	
5. Literacy Training—New SREB CTCs	4-6 teachers (CTE and academic)	Oct. 30-31	
6. Integration Conference		Nov. 13-14	
7. Numeracy Training by EdTrust #2	Same as previous	Dec. 10-11	
8. Numeracy Training by EdTrust #3	Same as previous	Mar. 4-5	
9. Assessment Data Workshop	Administrator, teacher, counselor	Nov. 12	
10. EdTrust Webinar—Master Schedule Analysis	Administrator, sending school rep, guidance counselor, CTE teacher, CTE math if comprehensive	February 19	
11. EdTrust—Sharing Meeting	Same as above	May 19	
Projected Cost			

Priority 3: Academic Performance--Reading			
Increase the percentage of students who achieve PSSA Reading Proficient and above by 11%, from 53.5% to 59.4%			
ACTION STEPS	ACCOUNTABILITY	TIMEFRAME	BUDGET
Objective A. Assess current and historical performance of 11th graders			
1. Review 8th grade PSSA scores submitted on student application	Holland	August 2008	
2. Review PSSA performance of Class 2009 by academic anchor in reading	Jackson	August 2008	
3. Review PSSA performance of Class 2008 by academic anchor in reading	Jackson	August 2008	
4. Identify assessment anchors with the greatest deficiency	Holland/Jackson	August 2008	
5. Conduct transcript analysis to identify other opportunities	EdTrust—Administrator, district rep, counselor, CTE teacher, CTC math teacher	November 18 Pittsburgh PaTTAN	
Objective B. Select students to participate			
1. Identify students with proficiency level of Basic or high Below Basic	Holland	August 2008	
2. Identify programs with greatest number of students identified above	Holland/Jackson	August 2008	
3. Focus on programs with highest number of students at the Basic or high Below Basic level	Holland/Literacy Coach	August 2008	
Objective C. Provide instructional strategies			
1. Provide literacy coach to selected programs with a focus on 'weak' anchors	Literacy Coach	1 session per week	
2. Provide Study Island reading remediation	Study Island Instructor	2008-2009	
3. Conduct weekly 'reading days' based on assessment anchors	Literacy Coach/Faculty	2008-2009	
4. Research and promote services available to identified students in school districts	Jackson/Principal/ Counselor	2008-2009	
5. Promote and monitor use of MAX teaching strategies among all faculty	Principal	Q1, Q2, Q3	

Priority 3: Academic Performance--Reading			
Increase the percentage of students who achieve PSSA Reading Proficient and above by 11%, from 53.5% to 59.4%			
ACTION STEPS	ACCOUNTABILITY	TIMEFRAME	BUDGET
Objective D. Conduct staff development			
1. Participate in SREB Site Development Workshops		Sept. 15-16	
2. Participate in EdTrust SIP Workshop		Sept. 16	
3. Participate in PACTA PIL Program—Academic Achievement	CTC Director & 2 associated with PSSA	Oct. 6-7	
4. Literacy Training by SREB #1	4-6 teachers (CTE and academic)	Oct. 30-31	
5. Assessment Data Workshop (see math above)	Administrator, teacher, counselor	Nov. 12	
6. Integration Conference		Nov. 13-14	
7. EdTrust Transcript Analysis	Administrator, sending school rep, guidance counselor, CTE teacher, CTE math if comprehensive	Nov. 20	
8. Literacy Training by SREB #2	Same as previous	Nov. 24-25	
9. EdTrust Webinar—Master Schedule Analysis	Administrator, sending school rep, guidance counselor, CTE teacher, CTE math if comprehensive	February 19	
10. Literacy Training by SREB #3	Same as previous	Mar. 19-20	
11. EdTrust—Sharing Meeting	Same as above	May 19	
Projected Cost			

Priority 4: School Safety			
ACTION STEPS	ACCOUNTABILITY	TIMEFRAME	BUDGET
Objective A. Auditor General Compliance Audit			
1. Safety Plan: Review, Revise, Rehearse	Safety Committee & Administrative Staff	Fall 2008	
2. Review Auditor Generals List: (MOU, Single Point Access, Visitation Policy, ID Policy, Crisis Team Management)	Safety Committee & Administrative Staff	Fall 2008	
3. Camera Install	Sceiford	Fall 2008	
4. Timed Locks at back doors	Sceiford	August 2008	
5. Orientation, Handbook, Webpage	Guidance Counselor	Sept. 2008	
6. ID System: Investigate	Safety Committee & Administrative Staff	2008-2009	
7. Seek A.G. Report from other CTC's	Jackson	Fall 2008	
8. Conduct regular and varied emergency preparedness drills	Principal	2008-2009	
9. Review lock-down procedure with faculty/staff at a faculty meeting	Principal	Fall 2008	
Objective B. Faculty/Staff Perception			
1. Single Point of Entry/Egress	Jackson	August 2008	
2. Theft, Alcohol/Drugs, Bullying	Safety Committee	2008-2009	
Objective C. Student Perception			
1. Theft, Alcohol/Drugs, Bullying	Safety Committee	2008-2009	
2. Faculty Safety/Security Duties	Safety Committee	2008-2009	
Projected Cost			