

# ACTION PLAN FOR ACHIEVING THE TASK FORCE GOALS FOR ELA CURRICULUM RENEWAL

**STATEMENT OF GOAL # 1: To align K-12 ELA curriculum in order to provide our students with smooth transitioning in the acquisition of all of the knowledge and skills necessary to meet the NYS ELA Standards.**

ACTIONS THAT MUST BE TAKEN TO ACHIEVE THIS GOAL	TIMELINE	RESOURCES NEEDED	PERSONNEL RESPONSIBLE/INVOLVED
<ul style="list-style-type: none"> <li>All ELA teachers will map their *delivered curriculum</li> </ul>	<ul style="list-style-type: none"> <li>9/03—6/04</li> </ul>	<ul style="list-style-type: none"> <li>Mapping templates</li> <li>Mapping software</li> <li>NYS Standard Guides</li> <li>Training on mapping process</li> <li>Time for mapping process</li> <li>Plan books from previous year(s)</li> </ul>	<ul style="list-style-type: none"> <li>All ELA Teachers (mapping)</li> <li>Administration (coordination, training)</li> <li>Technology Integration Specialists/Technical Support Dept.</li> <li>Task Force</li> </ul>
<ul style="list-style-type: none"> <li>Assess maps for gaps, overlaps, alignment, and areas of integration</li> </ul>	<ul style="list-style-type: none"> <li>6/04—1/05</li> </ul>	<ul style="list-style-type: none"> <li>Completed curriculum maps</li> <li>Time for review/revision</li> <li>Mapping Software</li> </ul>	<ul style="list-style-type: none"> <li>ELA Teachers, Department Coordinators, Administrators</li> <li>Task Force</li> </ul>
<ul style="list-style-type: none"> <li>Revise and standardize delivered curriculum</li> </ul>	<ul style="list-style-type: none"> <li>6/04—1/05</li> </ul>	<ul style="list-style-type: none"> <li>Completed curriculum maps</li> <li>Time for review/revision</li> <li>Mapping Software</li> </ul>	<ul style="list-style-type: none"> <li>All ELA Teachers (revision)</li> <li>Administration (coordination)</li> <li>Task Force</li> </ul>
<ul style="list-style-type: none"> <li>Establish IRCSD ELA content outcomes with performance indicators matched to NYS outcomes</li> </ul>	<ul style="list-style-type: none"> <li>10/03—prepare, draft, and distribute</li> <li>Enter into Techpaths software 10/07</li> </ul>	<ul style="list-style-type: none"> <li>Time to prepare draft</li> <li>NYS ELA documents</li> <li>Sample district ELA curriculum documents (local, other districts)</li> <li>TechPaths software</li> </ul>	<ul style="list-style-type: none"> <li>ELA Task Force (initial draft and final document)</li> <li>ELA Teachers, Dept. Coordinators, Administrators (review of drafts, revisions)</li> </ul>
<ul style="list-style-type: none"> <li>Realign delivered curriculum to IRCSD ELA content outcomes and performance indicators</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing during the mapping process using Techpaths software</li> </ul>	<ul style="list-style-type: none"> <li>IRCSD ELA outcome document</li> <li>Revised curriculum maps</li> <li>Mapping software</li> </ul>	<ul style="list-style-type: none"> <li>All ELA Teachers (revision)</li> <li>Administration (coordination)</li> <li>Task Force</li> </ul>
<ul style="list-style-type: none"> <li>Renew curriculum maps yearly on an ongoing basis</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing each year</li> </ul>	<ul style="list-style-type: none"> <li>IRCSD ELA outcome document</li> <li>Curriculum maps</li> <li>Mapping software</li> </ul>	<ul style="list-style-type: none"> <li>All ELA Teachers</li> <li>Administration</li> <li>Task Force</li> </ul>
<p><b>*delivered curriculum is the REAL curriculum, or what is actually being taught in classrooms</b></p>			

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**STATEMENT OF GOAL # 2:** To develop processes that: (1) provide for collaboration among ELA classroom teachers, library media specialists, LC coaches, ITS staff, ESOL, AIS staff, aides, and administrators; (2) promote coordination/standardization of ELA learning experiences K—12, and; (3) enable the dissemination of these ELA learning experiences in order to insure that our students receive all of the knowledge and skills necessary to meet the NYS ELA Standards.

ACTIONS THAT MUST BE TAKEN TO ACHIEVE THIS GOAL	TIMELINE	RESOURCES NEEDED	PERSONNEL RESPONSIBLE/INVOLVED
<ul style="list-style-type: none"> <li>• Provide time for classroom teachers, library media specialists, ITS staff, ESOL, LC coaches, administrators, aides, and AIS to achieve the above goal</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• District support</li> </ul>	<ul style="list-style-type: none"> <li>• Administration</li> </ul>
<ul style="list-style-type: none"> <li>• Develop templates to be used by teachers to create the above learning experiences</li> </ul>	<ul style="list-style-type: none"> <li>• 9/03</li> </ul>	<ul style="list-style-type: none"> <li>• Learning Experience Form as a model</li> <li>• Other models for the development of exemplary learning experiences</li> <li>• Time to create templates</li> </ul>	<ul style="list-style-type: none"> <li>• District administration (providing the time)</li> <li>• ELA Task Force (creating the templates)</li> </ul>
<ul style="list-style-type: none"> <li>• Collect and disseminate existing exemplary ELA instructional materials</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing beginning 9/03</li> </ul>	<ul style="list-style-type: none"> <li>• District support</li> <li>• Existing teacher-created materials</li> <li>• Intranet</li> </ul>	<ul style="list-style-type: none"> <li>• ELA Task Force</li> <li>• Classroom teachers</li> <li>• Administrators</li> <li>• ITS staff</li> </ul>
<ul style="list-style-type: none"> <li>• Develop and disseminate new learning experiences created by the above-mentioned service providers using IRCSD curriculum writing templates and guidelines set forth in the IRCSD content outcomes and performance indicators document</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing beginning 6/04</li> </ul>	<ul style="list-style-type: none"> <li>• District support (time)</li> <li>• Templates</li> <li>• IRCSD content outcomes and performance indicators document</li> <li>• NYS ELA Standards and Core Curriculum</li> </ul>	<ul style="list-style-type: none"> <li>• ELA Task Force</li> <li>• Classroom teachers</li> <li>• LC coaches</li> <li>• Library Media Specialists</li> <li>• AIS staff</li> <li>• ITS staff</li> <li>• Administrators</li> <li>• Aides</li> </ul>
<ul style="list-style-type: none"> <li>• Determine specific ELA skills/processes (ex: documentation of sources, note taking, graphic organizers) to be standardized across grade levels and content areas and standardize these by grade level</li> </ul>	<ul style="list-style-type: none"> <li>• 12/03—draft completed</li> <li>• 3/04 revision and editing completed</li> <li>• 6/04—final draft completed</li> </ul>	<ul style="list-style-type: none"> <li>• Current MLA Handbook</li> <li>• Grade specific samples of documentation, note taking techniques, graphic organizers</li> </ul>	<ul style="list-style-type: none"> <li>• ELA Task Force (initial draft and final draft)</li> <li>• Classroom teachers, LC coaches, Library Media Specialists, AIS staff, ITS staff, Administrators (expand upon, revise, edit)</li> <li>• ELA Task Force (update IRCSD content outcomes and performance indicators accordingly)</li> </ul>

# ACTION PLAN FOR ACHIEVING THE TASK FORCE GOALS FOR ELA CURRICULUM RENEWAL

**STATEMENT OF GOAL # 3: To establish and implement the staff development model to be used to inform and train all staff members in curriculum mapping and curriculum design as set forth in Goals 1 and 2 of the ELA Curriculum Renewal Action Plan thereby standardizing the ELA learning experiences for every IRCSD student.**

ACTIONS THAT MUST BE TAKEN TO ACHIEVE THIS GOAL	TIMELINE	RESOURCES NEEDED	PERSONNEL RESPONSIBLE/INVOLVED
<ul style="list-style-type: none"> <li>Initial presentation to Administrators on ELA curriculum renewal process</li> </ul>	<ul style="list-style-type: none"> <li>9/03</li> </ul>	<ul style="list-style-type: none"> <li>Goal statements</li> <li>Curriculum Mapping material from Jacobs text</li> <li>Mapping Software preview</li> </ul>	<ul style="list-style-type: none"> <li>Pat Fabrizio</li> <li>Administrators</li> </ul>
<ul style="list-style-type: none"> <li>Prepare lesson/presentation plans for curriculum mapping process</li> </ul>	<ul style="list-style-type: none"> <li>9/03</li> </ul>	<ul style="list-style-type: none"> <li>Mapping Software</li> <li>Suggestions from Jacobs text</li> </ul>	<ul style="list-style-type: none"> <li>ELA Task Force</li> <li>Additional trainers (as necessary)</li> </ul>
<ul style="list-style-type: none"> <li>Initial presentation to faculty and staff on ELA curriculum renewal process, begin mapping process (yearly framework)</li> </ul>	<ul style="list-style-type: none"> <li>October 2003</li> </ul>	<ul style="list-style-type: none"> <li>Goal statements</li> <li>Projected timeline</li> <li>Time for training, development of maps (1/2 day)</li> </ul>	<ul style="list-style-type: none"> <li>ELA Task Force</li> <li>All Faculty and Staff</li> </ul>
<ul style="list-style-type: none"> <li>Detailed mapping of delivered curriculum (9/03 - current)</li> </ul>	<ul style="list-style-type: none"> <li>Jan/Feb 2004</li> </ul>	<ul style="list-style-type: none"> <li>Mapping Software</li> <li>Sample curric. maps</li> <li>Time (full day)</li> </ul>	<ul style="list-style-type: none"> <li>ELA Task Force</li> <li>All Faculty and Staff</li> </ul>
<ul style="list-style-type: none"> <li>Ongoing mapping of delivered curriculum</li> </ul>	<ul style="list-style-type: none"> <li>2/04 - 6/04</li> </ul>	<ul style="list-style-type: none"> <li>Mapping Software</li> <li>Time</li> <li><b>Support resources</b> (ELA Task Force, ELA building reps, ITS Staff)</li> </ul>	<ul style="list-style-type: none"> <li>ELA Task Force</li> <li>All Faculty and Staff</li> <li>ITS Staff (for tech. support)</li> </ul>
<ul style="list-style-type: none"> <li>Assess maps for gaps, overlaps, alignment and areas of integration</li> </ul>	<ul style="list-style-type: none"> <li>6/04 - 1/05</li> </ul>	<ul style="list-style-type: none"> <li>Completed curriculum maps</li> <li>Time for review/revision</li> <li>Mapping Software</li> </ul>	<ul style="list-style-type: none"> <li>ELA Task Force</li> <li>All Faculty and Staff</li> </ul>

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**STATEMENT OF GOAL # 4:** To create and/or implement the use of assessments to further align/standardize ELA curriculum K-12: (1) create scoring rubrics matched to the NYSTP and LC models that assess student writing; (2) continue to score the 4th and 8th Grade ELA Tests and High School Regents in-house; (3) analyze data gathered through such in-house scoring and use these data to continually update curricular needs; (4) analyze additional ELA assessment data reported to us through BOCES to further update curricular needs; (5) chart the progress of our ELA Curriculum Renewal process on an ongoing basis.

ACTIONS THAT MUST BE TAKEN TO ACHIEVE THIS GOAL	TIMELINE	RESOURCES NEEDED	PERSONNEL RESPONSIBLE/INVOLVED
<ul style="list-style-type: none"> <li>Alignment of NYS ELA scoring rubrics with district LC scoring rubric</li> </ul>	<ul style="list-style-type: none"> <li>8/03 - 9/03</li> </ul>	<ul style="list-style-type: none"> <li>NYS ELA rubrics</li> <li>LC scoring rubrics</li> </ul>	<ul style="list-style-type: none"> <li>Laurie Baker</li> </ul>
<ul style="list-style-type: none"> <li>Score 4th and 8th Grade ELA Tests in-house and record/disaggregate/and disseminate data</li> </ul>	<ul style="list-style-type: none"> <li>Yearly after tests are administered</li> </ul>	<ul style="list-style-type: none"> <li>NYSTP materials</li> <li>Scoring Leader</li> <li>Table Facilitators and scorers (teachers)</li> <li>ITS staff</li> <li>PPS staff</li> <li>Time provided by district</li> </ul>	<ul style="list-style-type: none"> <li>Pat Fabrizio</li> <li>Building Administrators and Guidance Personnel</li> <li>ITS staff</li> <li>PPS staff</li> </ul>
<ul style="list-style-type: none"> <li>Score HS Regents in-house and record/and disseminate data</li> </ul>	<ul style="list-style-type: none"> <li>Yearly after tests are administered</li> </ul>	<ul style="list-style-type: none"> <li>NYSTP materials</li> <li>ELA Department Chair</li> <li>Teachers</li> </ul>	<ul style="list-style-type: none"> <li>Joe Durgin</li> <li>High School English teachers</li> </ul>
<ul style="list-style-type: none"> <li>Analyze IRCSD student data from State tests to provide ongoing direction for curriculum renewal</li> </ul>	<ul style="list-style-type: none"> <li>Yearly after receiving data from BOCES</li> </ul>	<ul style="list-style-type: none"> <li>Student performance profile data provided by BOCES, State Ed, et. al.</li> <li>Software</li> <li>Staff Development training in data analysis</li> <li>PPS staff, ITS staff, and Task Force</li> </ul>	<ul style="list-style-type: none"> <li>PPS staff</li> <li>Task Force members</li> </ul>
<ul style="list-style-type: none"> <li>Chart the progress of the ELA Curriculum Renewal process on an ongoing basis</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing throughout the year</li> </ul>	<ul style="list-style-type: none"> <li>Calendar denoting ELA goals timelines</li> <li>TechPaths software</li> <li>Administrators, teachers, and Task Force members</li> </ul>	<ul style="list-style-type: none"> <li>Task Force</li> </ul>

# ACTION PLAN FOR ACHIEVING THE TASK FORCE GOALS FOR ELA CURRICULUM RENEWAL

**STATEMENT OF GOAL # 5: 90% of IRCSD students will score a 3 or 4 on the 4th and 8th Grade ELA Tests; 90% of IRCSD students will be reading and writing at or above grade level; all IRCSD high school students will meet the NYS ELA Standards' requirements for graduation as assessed by the NYSTP.**

<b>ACTIONS THAT MUST BE TAKEN TO ACHIEVE THIS GOAL</b>	<b>TIMELINE</b>	<b>RESOURCES NEEDED</b>	<b>PERSONNEL RESPONSIBLE/INVOLVED</b>
<ul style="list-style-type: none"><li>Implementation of all aspects of Goals 1, 2, 3, and 4 of the ELA Curriculum Renewal Action Plan</li></ul>	<ul style="list-style-type: none"><li>See Goal Statements and Action Plans</li><li>by 6/07</li></ul>	<ul style="list-style-type: none"><li>See Goal Statements and Action Plans</li></ul>	<ul style="list-style-type: none"><li>See Goal Statements and Action Plans</li></ul>