

**UPDATE on ACTION PLAN GOALS**

**GOAL # 1: ANALYZE THE LEGAL STRUCTURE OF THE GOVERNING BOARD AND IMPLEMENT NECESSARY CHANGES AND POLICIES TO SUSTAIN BOARD DECISION MAKING PROCESSES.**

TASKS outlined on Action Plan	Has it been completed?	RESOURCES used	How did/do we assess progress on this task?	Have we reported progress to stakeholders?
<p><b>1 Board obtains information about not for profit public entities</b></p> <ul style="list-style-type: none"> <li>• Members and Admin attend relevant workshops, trainings, and conferences</li> <li>• Members and Admin share information with Board and staff</li> <li>• Members research other non-profit public entity charter schools</li> <li>• Members review sample by-laws</li> </ul>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Board</p> <p>President</p> <p>S/P attended</p> <p>CSDC</p> <p>workshop</p>	<p>Board determined that Not for Profit Public entity status doesn't currently fit needs of the school</p>	<p>No change—not relevant</p>
<p><b>2 – Foundation Committee established by Board</b></p> <ul style="list-style-type: none"> <li>• Election of officers, members include Board member(s)</li> <li>• Development, review, and approval of By-laws</li> <li>• Possible application for 501(c)3 and not for profit public entity status</li> </ul>	<p>Yes</p> <p>Yes</p> <p>N/A</p>	<p>MYM</p>	<p>Board Member who is also on Foundation Board reports to Board; Associate Principal (on Foundation Board) reports to S/P</p>	<p>Yes—foundation members attend school events, hold an annual Auction; newsletters, mailings and meetings communicate goals of Foundation</p>

<ul style="list-style-type: none"> <li>• Members and Admin attend relevant workshops, trainings, and conferences</li> <li>• Board joins educational foundations organization(s)</li> </ul>	<p>No</p> <p>Yes</p>	<p>CSBA, CCSA</p>		<p><b>Need to find/arrange training for Ed. Foundation/School Board members function of each board.</b></p>
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**GOAL # 2: DEVELOP LONG TERM AGREEMENTS (MOU) WITH SUHSD REGARDING FACILITIES.**

TASKS outlined on Action Plan	Has it been completed?	RESOURCES used	How did/do we assess progress on this task?	Have we reported progress to stakeholders?
<p><b>#1 – Expand review processes for facilities with SUHSD</b></p> <ul style="list-style-type: none"> <li>• Monthly meetings with SUHSD CBO and U-Prep Superintendent to include review of facilities’ needs/use and management</li> <li>• Send facilities updates and calendars to SUHSD CBO</li> <li>• Report on meetings with SUHSD CBO to Board</li> </ul> <p><b>Updates go tot SUHSD Superintendent instead of CBO</b></p>	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>S/P meets w/ Superintendent Of SUHSD instead Of CBO</p> <p>S/P, Assoc. Principal, and Admin Assist meet with SUHSD Accounting Supervisor</p>	<p>Board has greater understanding of budget</p>	<p>Staff receives monthly budget updates</p> <p>Budget is reported in “State of the School”</p>
<p><b>#2 – Establish long-term agreements with SUHSD</b></p> <ul style="list-style-type: none"> <li>• Petition for charter renewal</li> <li>• Work with district’s CBO on MOU</li> <li>• Communicate school’s facility and service needs to SUHSD</li> </ul>	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Board president, S/P, and SUHSD Superintendent worked on renewal</p>	<p>SUHSD renewed charter in 11-2010</p> <p>MOU sunsets in 2013</p>	<p>Yes—school community receives newsletters “State of the School”</p>

**GOAL # 3: COMMUNICATE WITH SUHSD BOARD AND STAFF ABOUT U-PREP’S PROGRAMS AND THEIR BENEFIT TO SUHSD.**

TASKS outlined on Action Plan	Has it been completed?	RESOURCES used	How did/do we assess progress on this task?	Have we reported progress to stakeholders?
<p><b>Improve and expand current communication practices</b></p> <ul style="list-style-type: none"> <li>• Attend SUHSD Board meetings</li> <li>• Showcase student programs</li> <li>• Send updates and significant school documents to SUHSD Board and senior administrators</li> <li>• Invite SUHSD Board and senior administrators to U-Prep events</li> </ul>	<p>Yes Yes Yes Yes</p>	<p>Leadership Team College/Class Trips, Advisory MOU, Charter VIP Passes</p>	<p>Attendance at meetings SUHSD Board Minutes Official CDE documents Attendance at events</p>	<p>Annual Update Staff Meetings/Annual Update Board Meetings Annual Update</p>

**GOAL # 4: PARTICIPATE IN PROFESSIONAL MEETINGS AND IN-SERVICE WITH SUHSD STAFF.**

TASKS outlined on Action Plan	Has it been completed?	RESOURCES used	How did/do we assess progress on this task?	Have we reported progress to stakeholders?
<p><b>#1 – Include SUHSD staff in relevant in-service opportunities/events</b></p> <ul style="list-style-type: none"> <li>• Continue to invite SUHSD staff to TPRS and other trainings</li> <li>• Invite SUHSD staff to U-Prep events</li> <li>• Share cost of speakers/assemblies with SUHSD</li> </ul>	<p>Yes</p> <p>Yes</p> <p>N/A</p>	<p>World Language</p> <p>VIP passes</p>	<p>Attendance at meetings</p> <p>Attendance at events</p>	<p>Staff Meetings/Annual Update</p> <p>Staff Meetings/Annual Update</p>
<p><b>#2 – Form professional relationships between U-Prep and SUHSD colleagues</b></p> <ul style="list-style-type: none"> <li>• Continue to involve SUHSD teachers as BTSA mentors and resources for U-Prep teachers</li> <li>• Allocate resources for individual professional development with SUHSD colleagues</li> <li>• Allocate resources for release time to collaborate with SUHSD colleagues</li> </ul>	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>BTSA Budget allocation</p> <p>Conference Budget</p> <p>Sub Budget</p>	<p>Verification/BTSA</p> <p>Tracking conference budget by dept</p> <p>Tracking sub budget by dept</p>	<p>Yearly report</p> <p>Staff Meetings</p> <p>Staff Meetings</p>
<p><b>#3 Work with SUHSD Leadership to promote U-Prep participation in professional development with SUHSD</b></p> <ul style="list-style-type: none"> <li>• Increase U-Prep teachers’ familiarity with DataWise and Aeries</li> <li>• Increase participation of U-Prep teachers in SUHSD curriculum meetings and workshops</li> </ul>	<p>Yes</p> <p>No</p>	<p>On staff experts</p> <p>Staff release from U-Prep in-service</p>	<p>Improvement in attendance reporting</p> <p>Teacher reports</p>	<p>Staff Meetings/Updates to parents</p> <p>Not reported</p>

**GOAL # 5: DEVELOP A STUDENT RECRUITMENT AND COMMITMENT PLAN FOR LONG TERM SUSTAINABILITY.**

TASKS outlined on Action Plan	Has it been completed?	RESOURCES used	How did/do we assess progress on this task?	Have we reported progress to stakeholders?
<p><b>#1 – Review past recruitment processes and numbers; make necessary changes for improvement</b></p> <ul style="list-style-type: none"> <li>• Examine enrollment data and determine trends</li> <li>• Develop a media plan to educate community about the school</li> <li>• Design effective Recruitment presentations and events for new and current students</li> <li>• Implement changes to Recruitment plan</li> </ul>	<p>Yes</p> <p>In Progress</p> <p>Yes</p> <p>Yes</p>	<p>AERIES Queries</p> <p>Cornucopia</p> <p>Staff revised recruitment presentations</p>	<p>Study of 9<sup>th</sup> grade patterns and drop pattern</p> <p>Will track enrollment increase/parent survey</p> <p>Feedback from parents/students</p>	<p>Board Meetings/ State of the School</p>
<p><b>#2 – Develop and implement an effective plan for retention</b></p> <ul style="list-style-type: none"> <li>• Examine data on student transfer and determine patterns</li> <li>• Develop strategies to connect students to the school and culture</li> </ul>	<p>In Progress</p> <p>Yes</p>	<p>Survey questions about why student chose U-Prep for High School;</p> <p>AERIES;</p> <p>exit interviews</p> <p>Staff input</p>	<p>Survey April 2010</p> <p>Track changes for 6<sup>th</sup> and 9<sup>th</sup></p> <p>Track participation rate of students</p>	<p>Board and staff meetings</p> <p>Will report in State of the School</p>

**GOAL # 6: ARTICULATE A WRITTEN BUDGET PROCESS FOR USE BY U-PREP TEACHERS, BOARD, AND ADMINISTRATION TO ASSURE CONTINUITY OF SITE-BASED BUDGET DEVELOPMENT.**

TASKS outlined on Action Plan	Has it been completed?	RESOURCES used	How did/do we assess progress on this task?	Have we reported progress to stakeholders?
<p><b>#1 – Create a timeline for budget development and reporting</b></p> <ul style="list-style-type: none"> <li>• Calendar for completion of proposed budget, interim budgets, budget actuals, and multi-year projections</li> <li>• Report to Board on budgets (per calendar)</li> <li>• Report to Staff on budgets, COLA, etc.</li> </ul>	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Templates from other organizations</p>	<p>Board will review</p>	<p>No</p> <p>Monthly Board meetings</p> <p>Monthly Staff meetings</p>
<p><b>#2—Create a staffing plan for long term growth</b></p> <ul style="list-style-type: none"> <li>• Use budget information and enrollment predictions to determine staffing needs</li> <li>• Determine five and ten year staffing goals</li> </ul>	<p>Yes</p> <p>In Progress</p>	<p>Budget meetings: Admin Asst., S/P, and Assoc. Prin</p>	<p>Report on Actuals and ASB Audit</p>	<p>Board, dept. chair, and Staff Meetings</p>

**GOAL # 7: DEVELOP A TRAINING PROGRAM FOR NEW BOARD MEMBERS AS WELL AS A METHOD TO DEVELOP LEADERS FROM WITHIN PARENT SUPPORT ORGANIZATIONS.**

TASKS outlined on Action Plan	Has it been completed?	RESOURCES used	How did/do we assess progress on this task?	Have we reported progress to stakeholders?
<p><b>#1 Develop and evaluate effectiveness of professional development for new Board members</b></p> <ul style="list-style-type: none"> <li>• Research and develop ongoing list of appropriate governance trainings</li> <li>• Develop a list of Board specific skills for new members</li> <li>• Evaluate effectiveness of training program</li> </ul>	<p>Yes</p> <p>No</p> <p>No</p>	<p>CCSA, CSBA, CSDC, ACSA info</p> <p>Brown Act and Roberts Rules Training 6/2009</p>	<p>Number of trainings and Board satisfaction</p>	<p>Board minutes</p>
<p><b>#2 Develop leaders from within parent organizations</b></p> <ul style="list-style-type: none"> <li>• Identify potential leaders</li> <li>• Invite parent leaders to participate on Board committees and attend Board meetings</li> <li>• Provide training opportunities for parent leaders</li> </ul>	<p>In Progress</p> <p>No</p> <p>Some</p>	<p>Foundation and School Board Recommendations</p>	<p>New members</p>	<p>Newsletter, State of School Report</p>

**GOAL # 8: DESIGN AND IMPLEMENT A FORMAL PROFESSIONAL DEVELOPMENT PLAN WITH INPUT FROM TEACHERS AND STAFF ON AREAS OF NEED.**

TASKS outlined on Action Plan	Has it been completed?	RESOURCES used	How did/do we assess progress on this task?	Have we reported progress to stakeholders?
<p><b>#1 – Create a staff development needs assessment:</b></p> <ul style="list-style-type: none"> <li>• Committee determines areas of need for professional development with staff input</li> <li>• Committee determines priorities for staff review</li> <li>• Include all staff trainings and individual or group training</li> </ul>	<p>On-going</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Survey at 4-12 meeting Info on previous trainings, staff meeting agendas</p>	<p>Data from survey</p>	<p>Staff gets results of these surveys</p>
<p><b>#2 – Formalize requests for, reports on, and sharing of individual professional development</b></p> <ul style="list-style-type: none"> <li>• Committee develops rubric/form for requesting professional development</li> <li>• Committee develops form for reporting on individual professional development</li> <li>• Committee develops guidelines for sharing professional development</li> <li>• Administration takes staff development plan to Board for approval</li> </ul>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>No</p>	<p>SUHSD Forms Committee input</p>	<p>Committee looked over survey, made suggestions</p>	<p>Survey results in May</p>
<p><b>3 – Develop an evaluation tool/rubric</b></p> <ul style="list-style-type: none"> <li>• Committee designs rubric to evaluate professional development</li> <li>• Admin solicits staff feedback after whole staff professional development</li> <li>• Report on staff satisfaction to Board</li> </ul>	<p>Yes</p> <p>Form developed</p>	<p>Office staff Zoomerang online survey SUHSD forms, committee feedback/suggestions</p>	<p>Teacher feedback and Evaluation</p>	<p>Yes—staff/dept meetings</p>

**GOAL # 9: CONTINUE ALIGNMENT OF CURRICULUM TO STANDARDS AND SSGS IN ALL SUBJECTS ACROSS ALL GRADE LEVELS TO INCREASE STUDENT ACHIEVEMENT.**

TASKS outlined on Action Plan	Has it been completed?	RESOURCES used	How did/do we assess progress on this task?	Have we reported progress to stakeholders?
<p><b>#1 – Use assessment information to place students in courses:</b></p> <ul style="list-style-type: none"> <li>• Use common assessments to measure achievement in math and reading</li> <li>• Use CST scores and readiness tests (math) for new student placement</li> <li>• Develop placement and end of course tests for academic subjects</li> </ul>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>On-going</p>	<p>In math and reading</p> <p>Beginning and end of course exams</p> <p>Math/CSTs</p>	<p>Language Arts; Beginning, middle and ending assessments</p>	<p>Survey Results to staff and Board in 4-2010</p>
<p><b>#2 – Increase the use of research-based, effective strategies to improve student achievement</b></p> <ul style="list-style-type: none"> <li>• Provide training for new teachers in school’s instructional strategies                             <ul style="list-style-type: none"> <li>-Cornell Note-taking</li> <li>-Jane Schafer Writing</li> <li>-Academic Vocabulary</li> <li>-Front-loading Strategies</li> <li>-Formal Discourse</li> <li>-Rubrics</li> </ul> </li> </ul>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Mini workshops (on-going);</p> <p>Professional materials and subject texts</p>	<p>Feedback from Staff</p> <p>Survey (2010): which strategies are used most (Data available)</p>	<p>Created new list of workshops based on staff requests</p> <p>Report to Staff at 4-12-10 staff development meeting</p>

<ul style="list-style-type: none"> <li>• Provide support for on-going use of strategies</li> <li>• Develop an accountability system</li> </ul>	<p>Yes</p> <p>Yes</p>	<p>Department heads</p> <p>Teacher Evaluations</p> <p>Review of Lesson plans and summative tests</p>	<p>Review annually with evaluated teachers</p>	<p>Schedule for trainings is discussed and feedback solicited at every staff meeting</p>
<p><b>#3 – Extend student support to include:</b></p> <ul style="list-style-type: none"> <li>• CAHSEE tutorial software</li> <li>• Reading and math labs</li> <li>• Paraprofessional assistance</li> <li>• Summer math Boot Camp</li> <li>• Teaching test taking strategies (CST/SAT/ACT/AP)</li> <li>• Summer School</li> <li>• Professional development for AP teachers</li> <li>• Professional development on differentiated instruction</li> </ul>	<p>Yes</p> <p>CAHSEE Prep for students who need it (based on assessment)</p>	<p>Moved prep from Advisory to Tutorial for 2010-11</p>	<p>10<sup>th</sup> grade Advisors worked on this</p>	<p>Report on 4-12-2010</p> <p>Will work with Registrar</p>

**GOAL # 10: DEVELOP A CONSISTENT SCOPE AND SEQUENCE FOR VISUAL AND PERFORMING ARTS CLASSES.**

TASKS outlined on Action Plan	Has it been completed?	RESOURCES used	How did/do we assess progress on this task?	Have we reported progress to stakeholders?
<p><b>#1 – Teachers will refine and teach common fine arts vocabulary:</b></p> <ul style="list-style-type: none"> <li>• Use academic vocabulary instructional strategies</li> </ul>	<p>Yes</p>	<p>Fine Arts concept vocabulary Subject specific vocabulary</p>	<p>Review of vocabulary lists Evidence that teachers use vocabulary weekly</p>	<p>At Back to School Night and Open House</p>
<p><b>#2 – Teachers will develop integrated authentic, alternative assessments</b></p> <ul style="list-style-type: none"> <li>• Use student and parent input to create performance based assessments and gain parent support</li> </ul>	<p>Yes</p>	<p>Instruments, materials, sheet music, plays, art supplies; Department meeting time</p>	<p>Teacher Evaluation</p>	<p>Through newsletters, parent organizations, fine arts events</p>

**GOAL # 11: CONTINUE DEVELOPMENT, TRAINING AND IMPLEMENTATION OF ONGOING FORMATIVE ASSESSMENT SYSTEM THAT PROVIDES TEACHERS, ADMINISTRATION, AND PARENTS WITH RELEVANT DATA REGARDING STUDENT ATTAINMENT.**

TASKS outlined on Action Plan	Has it been completed?	RESOURCES used	How did/do we assess progress on this task?	Have we reported progress to stakeholders?
<p><b>#1 – Provide ongoing training and in-service on data aggregation, disaggregation &amp; analysis</b></p> <ul style="list-style-type: none"> <li>• Aeries Training</li> <li>• Provide appropriate Data Wise training</li> <li>• Provide release time for staff to create benchmark tests</li> <li>• Provide current research on educational trends</li> </ul>	<p>On-going On-going Yes Yes</p>	<p>Staff Development time  Douglas Reeves’ articles</p>	<p>Monitor increased use of Aeries and DataWise</p>	<p>Some teachers use Aeries as a communication tool</p>
<p><b>#2 – Increase the use of data DataWise program to improve curriculum and instruction</b></p> <ul style="list-style-type: none"> <li>• Provide in-service on reading and math assessments</li> <li>• Provide on-going in-service and tutorials on DataWise system</li> </ul>	<p>On-going On-going</p>	<p>DataWise Trainer; McDougall-Littell ELA Assessment; release time</p>	<p>Evaluated steps taken to implement new system</p>	<p>Parents receive information on</p>
<p><b>#3 – Create a school-wide culture of continuous improvement</b></p> <ul style="list-style-type: none"> <li>• Monitor use of school-wide reading, vocabulary, and writing instructional strategies across curriculum and grade levels</li> <li>• Provide release day for best practices mtg.</li> </ul>	<p>Yes (on-going)</p>	<p>Release time; staff meeting time</p>	<p>Staff satisfaction, national ranking as Silver Medal school, CA Distinguished School</p>	<p>Yes—newsletters, parent meetings, Board and staff meetings, school-wide announcements</p>

**GOAL # 12: AGGREGATE AND DISAGGREGATE ASSESSMENT DATA (OTHER THAN STAR/CSTS) TO ANALYZE STUDENTS' STRENGTHS AND WEAKNESSES WITH INCREASED EMPHASIS ON ARTICULATION AMONG GRADE LEVELS AND DEPARTMENTS.**

TASKS outlined on Action Plan	Has it been completed?	RESOURCES used	How did/do we assess progress on this task?	Have we reported progress to stakeholders?
<p><b>#1 – Analyze student strengths and weaknesses</b></p> <ul style="list-style-type: none"> <li>Provide release time for teachers to examine all student performance data</li> </ul>	<p>On-going</p>	<p>CSU Chico Math Diagnostic End of Course Exams Core teachers release time</p> <p>Implementing ELA Assessment in 2010-11</p>	<p>Results on standardized and nationally normed tests; analysis of placements in math</p> <p>Core teachers analysis of student performance</p>	<p>Yes-teachers are given CST, CAHSEE and AP test results yearly; CST results are disaggregated for analysis</p>
<p><b>#2 – Use alternate assessments for analysis</b></p> <ul style="list-style-type: none"> <li>Provide release time for teachers to develop assessments</li> <li>Provide current research on assessments to teachers</li> <li>Train teachers in use of formative, benchmark, and summative assessments</li> </ul>	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Student Response systems</p> <p>Brief Training on system (more detailed training on 4/12</p> <p>Articles on current educational research</p>	<p>System piloted and then purchased based on teacher feedback</p> <p>Will survey teachers on frequency of formative assessments</p> <p>Satisfaction survey will address assessment practices</p>	<p>Staff and Board will have survey results in May</p> <p>Results of surveys will be published online and shared at Back to School Night (8-2010)</p>

**GOAL #13: CREATE A PLAN TO SUSTAIN CURRENT LEVELS OF PARENTAL AND COMMUNITY SUPPORT.**

TASKS outlined on Action Plan	Has it been completed?	RESOURCES used	How did/do we assess progress on this task?	Have we reported progress to stakeholders?
<p><b>#1 – Create a database of parent volunteers and community advocates</b></p> <ul style="list-style-type: none"> <li>• Use existing information to create database</li> <li>• Solicit volunteers (e.g.: through mailings, newsletter, flyers, etc.)</li> <li>• Develop a system for tracking volunteer hours</li> </ul>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Aeries; parent info from Arena; Newsletter, Bulletin, mailings; Excel Spreadsheet</p>	<p>Tracking from year to year through Excel to assess rate of participation</p>	<p>Staff is aware of/has access to Database; parent organizations and clubs have limited access to Database</p>
<p><b>#2– Develop plan to assist volunteers with organization and to demonstrate appreciation of volunteers</b></p> <ul style="list-style-type: none"> <li>• Create Parent Volunteer Coordinator position</li> <li>• Maintain calendar of parent organization activities and school event that require volunteers</li> <li>• Assist Parent Coordinator with Volunteer appreciation event</li> </ul>	<p>On –going</p> <p>No</p> <p>Yes</p> <p>No</p>	<p>School website; participation requirements; contact list and events by grade and activity; Booster contact and events list; Current calendar and list of contacts/events; all-call system; drop box for participation cards</p>	<p>Tracking increase/decrease in percentage of participating parents</p>	<p>Not to parents, but has been reported to Board and staff</p>

**GOAL # 14: ARTICULATE AND DOCUMENT BENCHMARKS, CURRICULUM AND ASSESSMENTS FOR ADVISORY.**

TASKS outlined on Action Plan	Has it been completed?	RESOURCES used	How did/do we assess progress on this task?	Have we reported progress to stakeholders?
<p><b>#1 – Develop benchmarks, curriculum, assessments</b></p> <ul style="list-style-type: none"> <li>• Examine and refine existing Advisory materials</li> <li>• Create benchmarks and assessments for each grade level</li> <li>• Solicit feedback from teachers</li> </ul>	<p>On-going</p> <p>Selection of critical pieces from each Advisory level</p> <p>No</p> <p>Yes</p>	<p>Units of Advisory curriculum; release time</p> <p>Staff meetings; survey</p>	<p>Annually assess progress toward completion of curriculum</p> <p>Survey students, parents and staff about Advisory</p> <p>Survey, informally at Advisory meetings</p>	<p>Parents learn about the Advisory program at Information meetings</p> <p>Students receive frequent updates and are asked for feedback about Advisory</p>
<p><b>#2– Integrate SSGs into Advisory curriculum, benchmarks, assessments, and the Senior Transition Project</b></p> <ul style="list-style-type: none"> <li>• Develop curriculum that integrates SSGs into Advisory instruction at each grade level</li> <li>• Develop an assessment of Advisory survey for Senior Transition that includes input from seniors, graduates, parents, community, and staff</li> <li>• Report on Advisory and Senior Transition Curriculum to Board annually</li> </ul>	<p>Yes</p> <p>No</p> <p>Yes</p>	<p>Dedicated time during meetings; Advisory meetings; Review of Senior Transition scoring with staff</p>	<p>Assess improvement in Senior Exit projects;</p>	<p>An outline of the Advisory topics by grade level has been given to staff and interested parents and students</p>

**GOAL # 15: DEVELOP A COMPREHENSIVE PLAN FOR EVALUATION AND ONGOING IMPROVEMENT OF THE TUTORIAL PROGRAM.**

TASKS outlined on Action Plan	Has it been completed?	RESOURCES used	How did/do we assess progress on this task?	Have we reported progress to stakeholders?
<p><b>#1 – Evaluate and improve the Tutorial program with student input</b></p> <ul style="list-style-type: none"> <li>• Assess student, parent, and staff satisfaction with program</li> <li>• Provide time for Tutorial Teachers to refine program</li> <li>• Report on progress/changes</li> </ul>	<p>Yes</p> <p>On-going</p> <p>Yes</p>	<p>Sept survey 2009 April Survey 2010</p> <p>Dedicated meeting time for 2010-11</p> <p>Meetings</p>	<p>Survey Results</p> <p>Staff evaluation of pilot of Tutorial grading program</p>	<p>On-going discussion with staff; will report changes to parents in fall 2010</p>
<p><b>#2 Integrate SSGs into Tutorial practices and organization</b></p> <ul style="list-style-type: none"> <li>• Review SSGs for integration into the structure of Tutorials</li> <li>• Develop feedback loop for ongoing evaluation of the Tutorial program, including feedback from graduates</li> <li>• Develop assessment tool that correlates specific academic improvement to tutorial practices</li> <li>• Report on tutorial feedback results to Board annually</li> </ul>	<p>Yes</p> <p>In progress</p> <p>No</p> <p>Yes</p>	<p>Meeting time</p> <p>Survey of students about academic needs that could be met by Tutorial</p>	<p>Staff and student feedback</p> <p>Survey results</p>	<p>Staff and Board meetings</p> <p>Will report survey results to students</p> <p>Report to Board/Annual Action Plan Update</p>