

**Department Improvement Plan – DIP Goal 1  
2012-2013**

**Strategic Goal(s):** *Place an “X” in front of those that apply*

- X Goal 1: Prepare all Students to succeed as members of a global community and in a global economy.**
- X Goal 2: Eliminate the Achievement Gap.**
- Goal 3: Recruit, retain, and develop a diverse cadre of the highest quality teaching personnel, staff, and administrators.**
- X Goal 4: Achieve recognition as a world-class educational system.**
- X Goal 5: Establish efficient systems for development, allocation, and alignment of resources to support the Division’s vision, mission, and goals.**

**Board Priority(ies):** *Place an “X” in front of those that apply*

- X Priority 1.1: Develop Lifelong-Learner (LLL) competencies in all students.**
- X Priority 2.1: Prepare and assess all students for citizenship/workforce/college readiness.**
- X Priority 3.1: Improve the organization's capacity to build and maintain workforce engagement.**
- X Priority 4.1: Promote strategic alignment with the Vision, Mission, and Goals throughout the organization.**
- Priority 4.2: Expand two-way communication with and outreach to our stakeholders.**
- X Priority 4.3: Assemble a collection of rigorous performance indicators and recognized benchmarks that define a world-class educational system.**
- X Priority 5.1: Identify opportunities for improved efficiencies in operational departments and instructional programs.**

- o DIP Goal: Provide ready access to accurate data that informs instructional practices and student learning.**

**DIP Objective (SMART - Specific/Strategic, Measurable, Attainable, Results-Oriented, Timebound):**

By June 30<sup>th</sup>, DART will develop Standard Operating Procedures for reports.

**Supporting Data / Gap Evidence:**

There are no formal SOPs for external reporting.

<b>Anticipated Obstacles:</b> Time, cross departmental collaboration, assessment data, changing data requirements, multiple data sources					
<b>Key Performance Indicators (Measurable Outcomes):</b> <i>How will you measure your progress?</i>					
<b>KPI (Quantitative - Using a number or percentage) Indicating Progress Towards DIP Goal:</b>	<b>Q1 KPI Data Due 11/9/2012</b>	<b>Q2 KPI Data Due 2/1/2013</b>	<b>Q3 KPI Data Due 4/11/2013</b>	<b>Q4/EOY KPI Data Due 6/21/2013</b>	<b>STUDY</b>
1. 100% of external reporting SOPs will be compiled.		33%	50%	100%	
<b>Key Strategies and Qualitative Progress Indicators</b>  <i>What strategies are you implementing to accomplish your goals?</i>	<b>Q1 Progress on Strategies</b>  <i>Status update on your strategies</i>	<b>Q2 Progress on Strategies</b>  <i>Status update on your strategies</i>	<b>Q3 Progress on Strategies</b>  <i>Status update on your strategies</i>	<b>Q4 Progress on Strategies &amp; EOY Reflections</b>  <i>Status update on your strategies</i>	<b>DO &amp;</b>
1. Identify a list of external report and data sources.		Complete		Complete	
2. Develop a matrix linking data sources to reports.		In progress	<b>Complete</b> Reports Identified for SOP: SAT, AP, Graduation & SOL data School & Division Demographics State of the School Division Class Size & Teacher Load	Complete	

			Reports		
3. Meeting with stakeholders to validate SOP.				SOPs are being validated internally by an SOP expert.	ACT

**Department Improvement Plan – DIP Goal 2  
2012-2013**

**Strategic Goal(s):** *Place an “X” in front of those that apply*

- X Goal 1: Prepare all Students to succeed as members of a global community and in a global economy.**
- Goal 2: Eliminate the Achievement Gap.**
- X Goal 3: Recruit, retain, and develop a diverse cadre of the highest quality teaching personnel, staff, and administrators.**
- X Goal 4: Achieve recognition as a world-class educational system.**
- Goal 5: Establish efficient systems for development, allocation, and alignment of resources to support the Division’s vision, mission, and goals.**

**Board Priority(ies):** *Place an “X” in front of those that apply*

- X Priority 1.1: Develop Lifelong-Learner (LLL) competencies in all students.**
- X Priority 2.1: Prepare and assess all students for citizenship/workforce/college readiness.**
- X Priority 3.1: Improve the organization's capacity to build and maintain workforce engagement.**
- X Priority 4.1: Promote strategic alignment with the Vision, Mission, and Goals throughout the organization.**
- Priority 4.2: Expand two-way communication with and outreach to our stakeholders.**
- Priority 4.3: Assemble a collection of rigorous performance indicators and recognized benchmarks that define a world-class educational system.**
- X Priority 5.1: Identify opportunities for improved efficiencies in operational departments and instructional programs.**

- o DIP Goal: Provide a variety of professional learning opportunities to support purposeful and effective use of technology.**

**DIP Objective (SMART - Specific/Strategic, Measurable, Attainable, Results-Oriented, Timebound):**

By June 30<sup>th</sup> there will be professional learning opportunities workshops available for instructional self-select from the Opportunities Catalog as well as a robust collection of virtual professional learning opportunities easily accessible via the Professional Development website.

**Supporting Data / Gap Evidence:**

Currently there are limited formal learning opportunities planned and delivered by ACPS staff for ACPS staff. The current Professional Development website is not easily accessible to or widely used by our teachers.

**Anticipated Obstacles:**

Time, cross departmental collaboration, funding, need for balance between division-directed and teacher-directed professional learning opportunities

**Key Performance Indicators (Measurable Outcomes): *How will you measure your progress?***

<b>KPI (Quantitative - Using a number or percentage) Indicating Progress Towards DIP Goal:</b>	<b>Q1 KPI Data Due 11/9/2012</b>	<b>Q2 KPI Data Due 2/1/2013</b>	<b>Q3 KPI Data Due 4/11/2013</b>	<b>Q4/EOY KPI Data Due 6/21/2013</b>
1. Each TPA domain will have a minimum of 1 professional development offering aligned to it.	-	At least one Opportunities is currently available for each domain: D1: 3 D2: 2 D3: 6 D4: 4 D5: 4 D6: 1 D7:2	<b>In addition to Opportunities workshops continuing to be developed and offered, 7 Design 2015 workshops were developed and delivered with over 350 participants.</b>	<b>Design 2015 and Opportunities workshops occurred as scheduled. Planning for building-level Design 2015 workshops.</b>
2. PD offerings will be advertised from a single website, making it easier for teachers and other educators to find opportunities that meet their professional learning needs.	-	The Opportunities catalog went live on 1/22 and was published in the 1/23 Compass.	<b>Each issue of the Compass includes an advertisement about Opportunities and the PD website is updated weekly or as needed.</b>	<b>Each issue of the Compass includes an advertisement about Opportunities and the PD website is updated weekly or as needed.</b>
<b>Key Strategies and Qualitative</b>				

<b>Progress Indicators</b>  <i>What strategies are you implementing to accomplish your goals?</i>	<b>Q1 Progress on Strategies</b>  <i>Status update on your strategies</i>	<b>Q2 Progress on Strategies</b>  <i>Status update on your strategies</i>	<b>Q3 Progress on Strategies</b>  <i>Status update on your strategies</i>	<b>Q4 Progress on Strategies &amp; EOY Reflections</b>  <i>Status update on your strategies</i>
4. Identify needs through a variety of strategies	SpeakUp Survey	Planning meetings were held with potential “Opportunities Developers” and data from Making Connections 2012 as well as the Spring 2012 teacher survey were shared. In addition, several courses have been proposed by Lead Coaches to meet specific needs within the content areas.	Design 2015 needs were identified by analyzing the grant applications.	All data points were utilized to create the 2013-14 PD plan. RebootED

5. Evaluate existing opportunities readily available via the web and supplement with in-house opportunities	An email was sent to potential “Opportunities Developers” identified by Lead Coaches and others on 10/25/12, inviting them to a planning meeting.	Face-to-face meetings with potential “Opportunities Developers” occurred on 11/8/12 and 11/14/12 with a variety of small group or individual meetings taking place with those who could not attend one of the large group meetings or were added to the list after the meetings occurred. A virtual meeting was held on 12/13/12.	This process continues.	This process continues.
6. Redesign the professional development website and advertise the new utility	Web site migration occurred with the site “as is.” Minor adjustments were made to ensure the technical functionality of the new site.	Opportunities Developers provided cursory feedback during the planning meetings. 11/27/12 meeting between Shelia Waddy, Phil Giaramita, Garry Barrow, Linnea White, and Becky Fisher to discuss current state and desired state,	The content of the website is currently being “scrubbed.”	Sought teacher and coach input on proposed changes.
7. Advertise and conduct in-house workshops and monitor enrollment	-	Enrollment is monitored daily by Shelia Waddy and Becky Fisher and weekly or as-needed by Jamie Foreman (Bb)	On-going	On-going

8. Collect feedback from participants in order to improve the information provided to teachers related to professional learning and the quality of the workshops	-	This will occur upon completion of the workshops.	On-going	On-going	
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**Department Improvement Plan – DIP Goal 3  
2012-2013**

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**Board Priority(ies):** *Place an “X” in front of those that apply*

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- Priority 5.1: Identify opportunities for improved efficiencies in operational departments and instructional programs.**

- **DIP Goal:** Support teachers in planning, delivery, and assessment of instruction that will improve students’ use of technology to master the lifelong learner competencies.

**DIP Objective (SMART - Specific/Strategic, Measurable, Attainable, Results-Oriented, Timebound):**

By May 31<sup>st</sup>, the division’s performance assessments will be evaluated against the necessary and potential integration of learning technologies and a report will be provided to each of the vertical team facilitators.

**Supporting Data / Gap Evidence:**

Purposeful and effective use of technology were not included in the design criteria for the Division's performance tasks. If one purpose of the Division's performance tasks is to illustrate the kinds of teaching and learning we would like for all students to engage in, technology should be well reflected there.

**Anticipated Obstacles:**

Time, cross departmental collaboration with EdTech and Lead Coaches, the timing and nature of the task pilot

**Key Performance Indicators (Measurable Outcomes): *How will you measure your progress?***

<b>KPI (Quantitative - Using a number or percentage) Indicating Progress Towards DIP Goal:</b>	<b>Q1 KPI Data Due 11/9/2012</b>	<b>Q2 KPI Data Due 2/1/2013</b>	<b>Q3 KPI Data Due 4/11/2013</b>	<b>Q4/EOY KPI Data Due 6/21/2013</b>
1. Each task will be evaluated for the use of technology – required, optional at teacher's direction, optional at student's direction, not allowed.	-	-	<b>In Progress</b>	<b>Findings were shared with the CIO.</b>
2. Task matrix will be provided to the Lead Coaches	-	-	<b>In Progress</b>	<b>In Progress</b>

<b>Key Strategies and Qualitative Progress Indicators</b>  <i>What strategies are you implementing to accomplish your goals?</i>	<b>Q1 Progress on Strategies</b>  <i>Status update on your strategies</i>	<b>Q2 Progress on Strategies</b>  <i>Status update on your strategies</i>	<b>Q3 Progress on Strategies</b>  <i>Status update on your strategies</i>	<b>Q4 Progress on Strategies &amp; EOY Reflections</b>  <i>Status update on your strategies</i>
9. Percentage of tasks that are using technology	-	-	-	0%

STUDY

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10. Level of technology use	-	-	-	Technology may have been used for the delivery of the task, but not in the task itself
11. % of tasks for which enhancements can be suggested	-	-	-	100%