Virginia Board of Education Agenda Item

Agenda Item: **H** **Date:** October 24, 2013

Title	Final Review of Updated Corrective Action Plan as Required by Petersburg City School Board's Memorandum of Understanding with the Virginia Board of Education		
Presenter	Dr. Kathleen M. Smith, Director, Office of School Improvement, Division of Student Assessment and School Improvement Dr. Joseph C. Melvin, Division Superintendent, Petersburg City Public Schools		
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Purpose of Presentation:
Action required by Board of Education regulation.

Previous Review or Action:
Other. Specify below:
Date: September 26, 2013
Action: Received First Review of Updated Corrective Action Plan for Petersburg City Public Schools

Action Requested:
Final review: Action requested at this meeting.

Alignment with Board of Education Goals: Please indicate (X) all that apply:

X	Goal 1: Accountability for Student Learning
	Goal 2: Rigorous Standards to Promote College and Career Readiness
	Goal 3: Expanded Opportunities to Learn
	Goal 4: Nurturing Young Learners
	Goal 5: Highly Qualified and Effective Educators
	Goal 6: Sound Policies for Student Success
	Goal 7: Safe and Secure Schools
	Other Priority or Initiative. Specify:

Background Information and Statutory Authority:
Goal 1: Approval of Petersburg City Public School's updated corrective action plan supports the goal of accountability for student learning.

8 VAC 20-70-40 requires the Board of Education to monitor the progress of school divisions under a Memorandum of Understanding (MOU). On November 17, 2009, the Virginia Board of Education (VBOE) revised the MOU for Petersburg City Public Schools. This MOU will remain in effect until all schools are *Fully Accredited*. As required by the MOU, Petersburg City Public Schools developed a corrective action plan beginning in the 2009-2010 school year.

At the June 27, 2013, VBOE meeting, Petersburg City School Board provided an update on the revisions to the corrective action plan, specifically, revisions that impact teacher licensure, teacher

retention strategies, and teacher recruitment strategies. The VBOE requested that the Petersburg City School Board provide an update on the final revisions to the corrective action plan following the release of data from 2012-2013 Standards of Learning (SOL) assessments.

Summary of Important Issues:
Petersburg City Public Schools has revised the corrective action plan (Attachment A) based on data from the 2012-2013 SOL assessments, the Career and Technical audit, and the Human Resources Management audit. Both audits were completed at the request of the Superintendent of Petersburg City Public Schools.

As part of the annual update on the MOU to the Virginia Board of Education, the following data is provided for each of the seven Petersburg City Public Schools.

Accreditation Status

School	**2009-2010 (Based on SOL Assessments in 2008-2009)**	**2010-2011 (Based on SOL Assessments in 2009-2010)**	**2011-2012 (Based on SOL Assessments in 2010-2011 and 2011 Graduation and Completion Index)**	**2012-2013 (Based on SOL Assessments in 2011-2012 and 2012 Graduation and Completion Index)**	**2013-2014 (Based on SOL Assessments in 2012-2013 and 2013 Graduation and Completion Index)**
A. P. Hill Elementary	*Fully Accredited*	*Accredited with Warning–* Warned in English and Science	*Accredited with Warning–* Warned in English and Science	*Accredited with Warning–* Warned in English and Mathematics	*Accreditation Denied* Warned in English, Mathematics and Science
J.E.B. Stuart Elementary	*Accreditation Denied –* Warned in Mathematics and Science	*Accreditation Denied –* Warned in English	*Fully Accredited*	*Fully Accredited*	*Accredited with Warning* Warned in English and Mathematics
Peabody Middle	*Accreditation Denied –* Warned in English, Mathematics, and History	*Accreditation Denied –* Warned in English, Mathematics, and History	*Accreditation Denied –* Warned in Mathematics	*Accreditation Denied –* Warned in Mathematics	*Accreditation Denied* Warned in English and Mathematics
Petersburg High	*Fully Accredited*	*Fully Accredited*	*Accredited with Warning* Graduation Index (78)	*Fully Accredited* Graduation Index (85)	*Accredited with Warning* Warned in Mathematics and Graduation and Completion Index (84)
Robert E. Lee Elementary	*Fully Accredited*	*Fully Accredited*	*Fully Accredited*	*Fully Accredited*	*Accredited with Warning* Warned in English and Mathematics

School	2009-2010 (Based on SOL Assessments in 2008-2009)	2010-2011 (Based on SOL Assessments in 2009-2010)	2011-2012 (Based on SOL Assessments in 2010-2011 and 2011 Graduation and Completion Index)	2012-2013 (Based on SOL Assessments in 2011-2012 and 2012 Graduation and Completion Index)	2013-2014 (Based on SOL Assessments in 2012-2013 and 2013 Graduation and Completion Index)
Vernon Johns Junior High	*Accreditation Denied –* Warned in English and Science	*Fully Accredited*	*Accredited with Warning –* Warned in English and History	*Accredited with Warning –* Warned in History	*Accredited with Warning* Warned in English
Walnut Hill Elementary	*Fully Accredited*	*Fully Accredited*	*Fully Accredited*	*Accredited with Warning –* Warned in Mathematics	*Accredited with Warning* Warned in English and Mathematics

Federal Annual Measurable Objectives (FAMOs)

FAMOs (Based on SOL Assessments in 2011-2012 and 2012-2013 and Federal Graduation Indicator)

School Name	Title I School	Federal AMO Status	Federal Sanction	Federal AMO Status	Federal Sanction
A.P. Hill Elementary	Yes	Did Not Meet	Priority School	Did Not Meet	Priority School
J.E.B. Stuart Elementary	Yes	Met All	Priority School	Missed Higher Expectations	Priority School
Peabody Middle	Yes	Did Not Meet	Priority School	Did Not Meet	Required Improvement Plan
Petersburg High		Did Not Meet FGI 65%	Required Improvement Plan	Did Not Meet FGI 66%	Required Improvement Plan
Robert E. Lee Elementary	Yes	Met All		Missed Higher Expectations	
Vernon Johns Junior High	Yes	Met All	Priority School	Met All	
Walnut Hill Elementary	Yes	Met All		Did Not Meet	Required Improvement Plan

Federal Accountability Pass Rates on Statewide Assessments from School Report Card

Reading

School	Based on Assessments in 2008-2009	Based on Assessments in 2009-2010	Based on Assessments in 2010-2011	Based on Assessments in 2011-2012	Based on Assessments in 2012-2013
A. P. Hill Elementary	81%	60%	62%	72%	44%
J.E.B. Stuart Elementary	76%	64%	78%	81%	56%
Peabody Middle	64%	67%	76%	75%	46%
Petersburg High	90%	91%	84%	83%	76%
R. E. Lee Elementary	81%	77%	78%	81%	45%
Vernon Johns Junior High	62%	73%	76%	87%	48%
Walnut Hill Elementary	85%	78%	73%	79%	55%

Writing

School	Based on Assessments in 2008-2009	Based on Assessments in 2009-2010	Based on Assessments in 2010-2011	Based on Assessments in 2011-2012	Based on Assessments in 2012-2013
A. P. Hill Elementary	82%	67%	59%	61%	44%
J.E.B. Stuart Elementary	66%	77%	68%	63%	67%
Peabody Middle	N/A	N/A	N/A	N/A	N/A
Petersburg High	84%	82%	90%	76%	77%
R. E. Lee Elementary	92%	76%	75%	68%	50%
Vernon Johns Junior High	60%	74%	58%	83%	42%
Walnut Hill Elementary	85%	86%	76%	72%	55%

Mathematics

School	Based on Assessments in 2008-2009	Based on Assessments in 2009-2010	Based on Assessments in 2010-2011	Based on Assessments in 2011-2012	Based on Assessments in 2012-2013
A. P. Hill Elementary	80%	66%	62%	42%	36%
J.E B. Stuart Elementary	64%	77%	84%	61%	56%
Peabody Middle	47%	58%	49%	43%	41%
Petersburg High	86%	84%	87%	52%	51%
R. E. Lee Elementary	83%	86%	90%	59%	54%
Vernon Johns Junior High	89%	86%	85%	66%	69%
Walnut Hill Elementary	81%	84%	75%	48%	45%

Science

School	Based on Assessments in 2008-2009	Based on Assessments in 2009-2010	Based on Assessments in 2010-2011	Based on Assessments in 2011-2012	Based on Assessments in 2012-2013
A. P. Hill Elementary	74%	54%	64%	77%	61%
J.E.B. Stuart Elementary	59%	74%	80%	83%	69%
Peabody Middle	N/A	N/A	N/A	N/A	N/A
Petersburg High	84%	91%	93%	91%	84%
R. E. Lee Elementary	88%	83%	84%	78%	72%
Vernon Johns Junior High	68%	78%	79%	87%	66%
Walnut Hill Elementary	73%	83%	73%	81%	68%

History

School	Based on Assessments in 2008-2009	Based on Assessments in 2009-2010	Based on Assessments in 2010-2011	Based on Assessments in 2011-2012	Based on Assessments in 2012-2013
A. P. Hill Elementary	81%	73%	64%	72%	76%
J.E.B. Stuart Elementary	89%	79%	86%	92%	82%
Peabody Middle	63%	63%	71%	72%	71%
Petersburg High	91%	94%	72%	69%	75%
R. E. Lee Elementary	90%	89%	82%	82%	84%
Vernon Johns Junior High	70%	75%	56%	65%	72%
Walnut Hill Elementary	85%	87%	75%	76%	81%

Four-Year On-Time Graduation Rate and Graduation and Completion Index

Four-Year On-Time Graduation Rate

School	2009	2010	2011	2012	2013
Petersburg High	62%	76%	75%	85%	80%

Graduation and Completion Index (GCI)

School	2009	2010	2011	2012	2013
Petersburg High	67	79	78	85	84

Impact on Fiscal and Human Resources:
Federal school improvement funds are being used to provide technical assistance and monitoring of the MOU.

Timetable for Further Review/Action:
None

Superintendent's Recommendation:
The Superintendent of Public Instruction recommends that the Virginia Board of Education approve the Petersburg City Public Schools' updated corrective action plan.

PETERSBURG CITY PUBLIC SCHOOLS COMPREHENSIVE THREE YEAR STRATEGIC CORRECTIVE ACTION PLAN

2013-2016

ACKNOWLEDGEMENTS

Steering Committee Members

Dr. Joseph Melvin, Steering Committee Chair
Stephanie Bassett, Assistant Superintendent of Instruction
Charles Ponton, Director of Technology
Dr. Ann Ford, Coordinator of Pupil Personnel
Russell Lawrence, Coordinator of Operations
Nicole Bell-Van Patten, Public Information Officer

Priority Sub-Committees and Members:

Academic (Priority 2-4) :

Stephanie Bassett, Chair

Dr. Shannon Smith
Willie Bell
Kori Reddick
Ronnie Watson
Anhjayla Hunter
Stephanie Harvell
Patricia Middleton
Simmie Rayford
Dr. Shawnrell Blackwell
Janet Wright

Gwen Price
Annie Harman

School Climate and Safety (6)

Dr. Ann Ford, Chair

Russell Lawrence **(Chair)**
Alicia Fields
Gerald Hite
Andrew Spencer
Giron Wooden
Rufus Atkins
Sherrie Johnson
Robin Cox
Patricia Maxwell
Diana Barnes
Retta Brown
A Kyser Pegram

Communications (7)

Nicole Bell, Chair

Johanna Vasquez
Giana Greer
Sandra Ruffin
Will Lawson
Carlette Kyser-Pegram
Belinda Urquhart

Leadership (1)

Dr. Joseph C Melvin

Dr. Shawnrell Blackwell
Stephanie Bassett

Barbara Patterson
Kori Reddick

Technology (5)

Charles Ponton, Chair

Stephanie Bassett
Deborah Bufford
Feridon Terry
Sheila Spikes
Sandra Ruffin
Stacie Harris
John Hart

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Executive Summary

This is the time to move our school division forward and ensure that all Petersburg City Public Schools (PCPS) are fully SOL accredited. In order to achieve this goal – we are reviewing and reorganizing the structure of our school division. It has only been a few months but as your superintendent of schools, I am committed to meeting the needs of students, parents, faculty and staff, as well as, the community at large. I am confident my Seven-Point Priority Plan will be the "driving force" to guide our school division to progress in all aspects. It is important that we prepare our students for the changing and challenging world they will face after graduation, and it is dependent upon the recruiting and retaining of a qualified staff, as well as providing our teachers with the resources needed in their classrooms. Our schools must maintain the unwavering support from everyone in our city of Petersburg.

History of Petersburg Public Schools

Petersburg is an independent city in Virginia, located on the Appomattox River and 13 miles south of the state capital of Richmond. The City of Petersburg was originally formed as Fort Henry in 1645, renamed Peter's Point and then renamed Petersburg in 1733.

Established in 1748, it was incorporated as a town in 1784 and incorporated as a city in 1850. The Petersburg Old Town Historic District is listed on the National Register of Historic Places, as are other historic districts.

Both the Revolutionary and Civil Wars are prominent in Petersburg's history. The City is well known for the Battle of the Crater when Union troops attempted to tunnel under Confederate lines with disastrous results. The siege of Petersburg precipitated Lee's surrender and the end of the war.

With its roots stretching back to 1870, Peabody High School was the first public school for African Americans in Virginia and among the first in the nation.

Petersburg City Public Schools'
SEVEN PRIORITIES
Provide Strong Leadership
Increase Student Achievement at All Levels
Meet State Accreditation Standards
Intense Focus on Early Literacy at Grades PK-5
Build 21st Century Technology Environment
Maintain a Safe and Disciplined Environment
Improve Communication Among All Stakeholders

SUPERINTENDENT UNVEILS SEVEN-POINT PRIORITY PLAN

January 3, 2013

PETERSBURG – The superintendent of schools, unveiled his seven-point priority plan to move the school district forward.

The first priority is to ensure that strong and consistent leadership is provided for every school and department throughout the school division.

The second priority is to increase student achievement at all levels and grades. “This will happen with a detailed focus on professional development for staff with assistance from division partners and thorough review of instructional programs,” said Melvin.

The third priority is to meet state accreditation and all federal mandates. “This can only occur through instructional excellence and a focus on data decision making,” said Melvin.

The fourth priority is an intense focus on early literacy in grades pre-k through grade 5.

The fifth priority is building a 21st century technology environment.

The sixth priority is to ensure that our schools are safe.

The seventh priority is to improve communication among all division stakeholders.

Petersburg City Public Schools'

Mission Statement

"Petersburg City Public Schools will provide a quality education to all students that will meet or exceed local, state and national standards.

We commit to challenge and provide the necessary support so that each student will achieve at his or her highest potential in a safe, secure and nurturing environment.

We will provide experiences for our students to become life-long learners and contributing members in a global society."

Projected School Accreditation Ratings for 2013-2014 SOL Data

This is a projection from PCPS. The official state release of accreditation ratings is scheduled for September, 2013

			Current Year 2012-2013 New English/Science Tests					3 year Average 2010-2011, 2011-12 New Math Tests, 2012-13				
School Name	School Accreditation Rating 2012-2013 Based on 2011-2012 Data	Projected Accreditation Ratings 2013-2014	Pass Rate English (75%)	Pass Rate Math (70%)	Pass Rate History (70%)	Pass Rate Science (70%)	2012-2013 On Time Gradua-tion Index (85%)	Pass Rate English (75%)	Pass Rate Math (70%)	Pass Rate History (70%)	Pass Rate Science (70%)	2013-2014 On-Time Gradua-tion Index (85%)
Petersburg High	Fully Accredited	Accredited w/ Warning	76	51	75	84	84	81	63	72	89	83
Vernon Johns Jr. High	Accredited w/ Warning	Accredited w/ Warning	45	69	72	66		66	75	64	77	
Peabody Middle	Accreditation Denied	Accreditation Denied	46	45	71	NS		68	48	71	NS	
AP Hill Elem.	Accredited w/ Warning	Accreditation Denied	42	38	76	59		60	50	69	64	
JEB Stuart Elem.	Fully Accredited	Accredited w/ Warning	59	59	82	69		71	68	85	76	
RE Lee Elem.	Fully Accredited	Accredited w/ Warning	46	55	84	72		69	68	82	78	
Walnut Hill Elem.	Accredited w/ Warning	Accredited w/ Warning	54	47	81	68		69	57	76	73	

Priority One： Leadership

LEADERSHIP GOALS:

PRIORITY ONE: To ensure that strong and consistent leadership is provided in every school and department throughout the Petersburg school division

GOAL 1: To improve administrative instructional leadership capacity at the elementary and secondary school levels

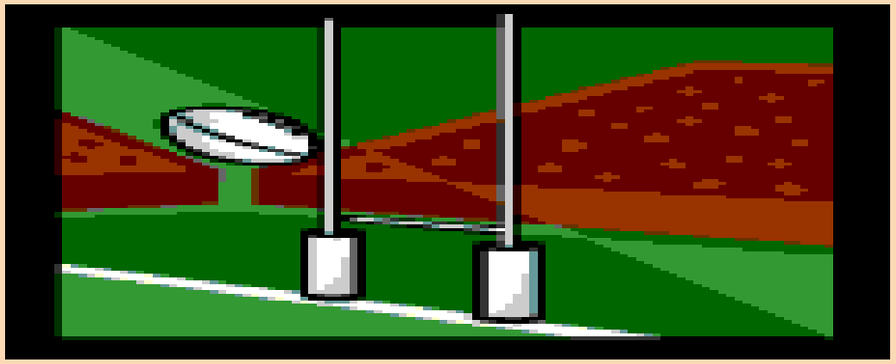
TARGET: 100 percent of Petersburg school administrators will improve leadership capacity as measured by progress in school level data as compared to the previous year results and rating on the yearly administrative summative evaluation

GOAL 2: To improve administration communication effectively with all stakeholders of the school division

TARGET: At least 70 percent minimum positive survey responses from stakeholders will be achieved at all schools and departments by June 2015

GOAL 3: To ensure that leaders within Petersburg City Public Schools have a data driven focus aimed towards improving student achievement

TARGET: 100 percent of Petersburg's school administrators will improve data decision making as measured by SOL and benchmark progress of student achievement as compared to the previous year results



2013-2016 Leadership

Priority 1: To ensure that strong and consistent leadership is provided in every school and department throughout the school division

Goal 1: To improve administrative instructional leadership capacity at the elementary and secondary school levels

TARGET: 100 percent of Petersburg school administrators will improve leadership capacity as measured by progress in school level data as compared to the previous year results.

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Measurable Outcomes/ Evaluative Measures
L1-1	Increase administrative knowledge of school student master scheduling for academic effectiveness	Principals will be given hands-on training on academic scheduling best practices	Summer 2013	Superintendent, Assistant Superintendent, Director of Schools VDOE Liaison Director of Federal Programs and School Improvement	Grants, General Fund	Principal Summer Institutes	100 percent of Principals 2013-14 master schedules will demonstrate academic effectiveness
*L1-2	Improve principals capacity on teacher accountability, teacher instruction and teacher evaluation Teacher instructional process in elementary and secondary schools, well defined expectations, non-negotiables for teacher instruction and strategies	Certain central office Division administrators (Director of Schools, Director of Federal Programs and School Improvement) will spend a minimum of 2 hours per week in each SIG school attending common planning, walkthroughs and data analysis, non-negotiables Ongoing workshop and sessions on monitoring, documentation and assessments Areas to be covered: Student remediation methods, student growth measures, teacher planning, lesson planning and common planning, professional development, curriculum alignment, etc.	Deadline, July 2014 Deadline, July 2014	Director of Schools, Assistant Superintendent Director of Federal Programs and School Improvement, VDOE Chief academic officer Edison Learning	Grants, General Fund	Summer institute for principals Principals' monthly meetings, Professional development days, etc.	Improved teacher summative evaluation ratings as measured by previous school year data Progressive benchmark data results, Increased in student achievement levels on Spring SOL results

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Measurable Outcomes/ Evaluative Methods
L1-3	Hire the Best administrators for future openings	Screening, Urban experience, proven leadership. Principals and administrators will be provided training and literature	Deadline July, 2014	Director of Schools, Superintendent, Assistant Superintendent VDOE Liaison, Director of Federal programs and School Improvement	General Fund	Summer Institute for principals, W&M principals' leadership seminars Principal leadership meetings Job embedded	Proficient Ratings on Mid Year progress reports; A Minimum Proficient Ratings on Principals' Summative Evaluation (2014)
L1-4	Provide a pre and post bonus pay incentive to administrators with a proven track record of success to work in schools in improvement *Peabody MS & AP Hill Elementary only	Plan and prepare narrative and budget for SIG to account for bonuses *Peabody MS & AP Hill Elementary only	July 1, 2014	Superintendent, Assistant Superintendent, Supervisor of Federal Programs, Director of Finance, VDOE Liaison, Director of Federal programs and School Improvement	School Improvement Grant	Adhere to SIG guidelines from VADOE	A Minimum Proficient Ratings on Principals' Summative Evaluation Increases of all SOL tested content areas as measured by the 2013 school year results. Achieving at least minimum state standards of 75 percent or 70 percent Monetary bonus for full accreditation
L1-5	Select internal or external applicants candidate that have proven track record of success for administrative positions in schools labeled in warning or denied accreditation with the state board of Virginia	Review applicants school data and principal evaluation	September, 2013 Retroactive 2014-2016	Superintendent, Assistant Superintendent Director of Schools, VDOE Liaison, Director of Federal programs and School Improvement	General Fund	Adhere to Principal Evaluation Guidelines	Administrative appointment information

L1-6	Develop Interview Questions, Rubric, Required Data, Interview Process and Selection Process	Establish Committee Develop Questions and Rubric	July, 2013	Assistant Superintendent of Instruction, Director of Schools, Director of Human Resources, VDOE Liaison, Director of Federal programs and School Improvement	General Fund	Principals' Summer Institute	Administrative Evaluations Documentation of questions Data information
L1-7	Ongoing coaching and support provided by mentors and principals within school division	Establish principals and administrator mentors Principal workshops	Begin October 2013; to July 2015	Assistant Superintendent, Director of Schools, Supervisor of Federal Programs and School Improvement, LTP VDOE Liaison Edison Learning VFEL	General Fund, SIG Funds	Provide professional development to principals and assistant principals on instruction, literacy and policies, non-negotiable (principal domains)	Administrative yearly evaluations Growth positive measures on student progress
L1-8	Implement with fidelity a revised Leadership Academy for new and aspiring leaders	Training will consist of case analyses, techniques, coaching by veteran administrators and work scenarios	January, 2013	Superintendent, Assistant Superintendent, Director of Schools	Title IIA		• Schedule of meeting dates for training • Agendas and minutes • Sign-in sheet • Survey at completion

2013-2016 Leadership

Goal 2: To improve administration communication effectively with all stakeholders of the school division

TARGET: At least 70 percent minimum positive survey responses from stakeholders will be achieved at all schools and departments by June 2015

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Measurable Outcomes/ Evaluative Measures
L2-1	To increase parent and community positive attitudes on instruction/social environment by improving awareness of student and school related events	The development of a principal document to list school related events on a monthly basis related to academics, social and student success.	Beginning Sept 2013	Director of Schools, Public Information Officer, Director of Federal Programs and School Improvement	General Fund, School Improvement Grant	Principal Institutes, monthly meetings, staff development days	70 percent positive responses on teacher, parent and student surveys
L2-2	Improving principal communication on division protocol of dealing with the media, police, difficult situations, and other groups on school issues.	Director of schools and Public Relations Officer will present protocol, policies of information to principals, provide scenarios and case analyses to strengthen principals capacity	Sept. 2013-June 2014	Director of Schools, Public Information Officer, Director of Federal Programs and School Improvement	General Fund, School Improvement Grant	Principal institutes, monthly meetings, staff development days	Cumulative and evaluative data per school on school issues and media related documentation
L2-3	The school board will continue to participate in VSBA board development, conferences, to sustain SOQ requirements on responsibilities, policies, procedures and board relationships	Leadership training by the VSBA, board consultants and state education department liaisons.	2013-2016	State superintendent, VSBA executive staff	General Fund	Conferences, Professional development activities, VSBA workshops	Documentation of board development activities attended by Petersburg School Board

*L2-4	Improving instructional leadership of principals and administrators at schools in improvement by state mandates and schools that are not in improvement	Developing and monitoring of a school improvement plans for all schools. SIG schools will utilize Indistar (SIP) process and will be monitored by VDOE and school personnel Indistar plans will be reviewed by the superintendent with VDOE chief academic officer quarterly during executive governance meetings	Beginning July 2013 through June 2016	Assistant Superintendent, Director of Instruction, VDOE Chief academic officer, Director of Federal programs and School Improvement, Superintendent	School Improvement Funding, Grants, General Fund	Leadership development activities, conferences, professional development, VDOE development, Monthly meetings	Progressive quarterly benchmark data, documentation on leadership, walkthroughs and monitoring, SOL progress data, principals' yearly evaluation

2013-2016 Leadership

Goal 3: To ensure that leaders within Petersburg City Public Schools have a data driven focus aimed towards improving student achievement.

TARGET: 100 percent of Petersburg's school administrators will improve data decision making as measured by SOL and benchmark progress of student achievement as compared to the previous year results.

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Measurable Outcomes/ Evaluative Measures
*L3-1	Improve principals' use of data decision making	Provide district based/school based data analysis workshops to principals and administrators	September 2013 -May 2014	Assistant Superintendent of Instruction, Director of Schools, VDOE Liaison Director of Federal programs and School Improvement	General Fund, School Improvement Grant	Principal Summer Institutes	At least 70 percent on benchmark assessment data, grade level on PALS, and minimum standards on SOLs; teacher assessment proficiency levels
*L3-2	Review monthly data of schools by central administration and provide feedback based on the data	Hold monthly data review sessions to track the process of the schools and the effectiveness of programs Train principals on student growth measures Triangulate data to determine which assessment most accurately predict SOL outcomes	September 2013 -June 2014	Director of Schools Assistant Superintendent of Instruction VDOE Liaison Director of Federal programs and School Improvement	General Fund, School Improvement Grant	Principal monthly meetings Provide training on Interactive Achievement for all principals during principal summer institute	At least 70 percent on benchmark assessment data, teacher assessment proficiency levels
*L3-3	Principals and administrative attendance and participation of alternate governance, executive governance, and principal meetings, for data decision and awareness, planning, process and actions	Meetings will take place monthly under the direction of the assistant superintendent, director of schools, VDOE chief academic officer to make decisions on student progress, teacher quality, safety measures and parental involvement	2013-2016	Director of Schools Assistant Superintendent of Instruction VDOE Liaison Director of Federal programs and School Improvement	General Fund, School Improvement Grant	Principals' monthly meetings, VDOE training workshops Provide training on Interactive Achievement for all principals during principal summer institute	Quarterly benchmark data, documentation on leadership, walkthroughs and monitoring, SOL data, principal evaluation

2013-2016 Leadership

Objective 4: To effectively manage, support, and oversee the divisions and schools operation, organization, and use of resources

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Measurable Outcomes/ Evaluative Measures
L4-1	Follow state and local policies regarding finance and accountability in reporting fiscal information	Provide fiscal review sessions for each department/school (Activity Funds and Operating Funds)	July 2013 (Summer Principals' Institute)	Director of Schools, Director of Finance, Principals	Not required	Principal Institute	Mid year and End of year principals' fiscal evaluations/ audits
L4-2	Identify potential operational/facilities issues and create plans for improvement	Conduct quarterly inspections of facilities for every school	July 2013-June 2014	Director of Schools, Coordinator of Operations, Principals	School funds	Principal institute	Mid year principals' progress and evaluations on facilities
L4-3	Demonstrate a working knowledge of PCPS and Va. Education rules, regulations and procedures Examples: School handbooks, Division handbooks, Parent Involvement Policy, etc.	Review of most current policies, student code of conduct, state and division policies	July 2013-June 2014	Director of Schools, Director of Pupil Personnel, Principals, Director of Federal Programs and School Improvement	General Fund	Monthly principals' meetings	Mid year principals' evaluation, documentations

Priority 2 **Increase Student Achievement At All Levels**

Priority 3 **Meet State Accreditation Standards**

Priority 4 **Intense Focus on Early Literacy at Grades Pre-Kindergarten to 5th Grade**

ACADEMIC GOALS:

PRIORITY TWO: To increase student achievement at all levels

GOAL: To increase reading achievement and math achievement levels to at least state minimum standards

TARGET: At least a minimum of 75 percent of Petersburg elementary, middle, and high school students will achieve passing scores on the reading standards of learning assessments (benchmarks and SOLs) by the end of 2014 school year

TARGET: At least a minimum of 70 percent of Petersburg elementary and middle, and high school students will achieve passing scores on the mathematics standards of learning assessments (benchmarks & SOLs) by the end of 2014 through 2016 school years

PRIORITY THREE : To meet state accreditation standards

GOAL: Quarterly benchmark and yearly Virginia SOL assessment data will reveal increased student growth levels in all core content areas and consistent throughout the three year comprehensive plan.

TARGET: A minimum of 70 percent of students will be successful on quarterly benchmark assessments in reading, math, history and science throughout the school year. At least a minimum of 70 percent of Petersburg elementary and middle, and high school students will achieve passing scores on the history and science standards of learning assessments by the end of 2014 through 2016 school years

PRIORITY FOUR: Increase focus on early literacy from kindergarten through grade 5

GOAL: To increase literacy at all grade levels

TARGET: By the end of the 2014 thru 2016 school year, at least 95% of students will have demonstrated proficiency in reading and at grade level proficiency by measurement results on the Phonological Awareness Literacy Survey (Spring PALS), DRA assessments and reading SOL test. At least 75 percent of students will pass the Virginia Standards of Learning Reading Test.

2013-2016 Academic

Priority 2: To increase student achievement at all levels

Objective 1: To utilize curriculum correlated with the Standards of Learning (SOL) with supporting SOL curriculum frameworks which delineates the essential knowledge and skills to be taught, pacing guides and the SOL blueprints

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Measurable Outcomes
A1-1	Administrators, instructional specialists and lead teachers will conduct a review of lesson plans (weekly) and pacing guides (quarterly) checking for alignment and effective use of teaching strategies.	Review pacing guides and lesson plans	FY 2013-2014 Weekly Quarterly	Principals Teachers Specialists Edison Learning	Title I Title IIA General Fund	Curriculum Alignment	Schedule of agendas Schedule of meeting dates Meeting minutes Lesson Plans Pacing Guides
A1-2	Teachers will be provided with time and training on the use of pacing guides, curriculum frameworks, enhanced scope and sequence and alignment of core curriculum material with SOL, facilitated by Central Office Staff, Coaches, and designated Consultants.	Staff Development sessions, workshops PLC's	FY 2013-14 Quarterly	Assistant Superintendent Directors Principals Specialists Edison Learning VDOE Chief Academic Officer	SIG Title I Title IIA General Fund	Curriculum Alignment VDOE Trainings	Professional development schedule Agendas Sign-in Sheets Lesson Plans Master Schedule
A1-3	All teachers will be trained on research-based effective teaching practices in all core content areas with an emphasis on reading and math.	Based on student achievement data, appropriate training will be scheduled during common planning, PLC meetings, staff development, faculty meetings, and after school.	FY 2013-2014	Superintendent Assistant Superintendent Directors Principals Specialists Edison Learning	SIG Title I Title IIA General Fund	Guided reading Literacy centers Differentiated instruction Cooperative groups Marzano Bloom's Taxonomy Brain Research Blended Learning Dan Mulligan (TEI)	Professional development schedule Agendas

2013-2016 Academic

Priority 2: To increase student achievement at all levels

Objective 1: To utilize curriculum correlated with the Standards of Learning (SOL) with supporting SOL curriculum frameworks which delineates the essential knowledge and skills to be taught, pacing guides and the SOL blueprints

A1-4	Instructional Technology Resource Teachers will be utilized to assist teachers in developing lesson plans that integrate the use of technology	Provide professional development to teachers in the integration of technology	FY 2013-2014	ITRT's Principals Assistant Superintendent Specialists	SIG Title I Title IIA General Fund	Integrating use of the whiteboard (i.e. Promethean Board) Integrating technology resources (i.e. iStation, iReady, Carnegie Math)	Lesson Plans ITRT Professional Development schedule PLC Agenda PLC Meeting Minutes Faculty Agenda
A1-5	Implement strategies to strengthen Career and College Readiness	Increase the number of students participating in dual enrollment, advanced placement, CTE programs, SAT, PSAT and ACT Increase the number of program completers in all CTE offerings.	FY 2013-2014	Assistant Superintendent Directors CTE Coordinator Counselors Principals	Title I Perkins General Fund	AP Courses Dual Enrollment CTE Peer Observations (within neighboring divisions) VDOE Trainings	Academic and CareerPlan Teachers with industry certification Students scoring pass advance on CTE enrollment Dual enrollment AP enrollment

2013-2016 Academic

Priority 2: To increase student achievement at all levels

Objective 2: Implement a reformed system of formative student assessment

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Measurable Outcomes
A2-2-1	Weekly assessments will be developed and administered by grade level and/or departments with assistance from instructional specialist to assess students for content mastery.	During PLC and data meetings, student achievement data will be examined and remediation and intervention strategies assigned.	FY 2013-2014	Assistant Superintendent Directors Principals Specialists Teachers	SIG Title I General Fund	Workshop sessions on creating assessments	Schedule of agendas Schedule of meeting dates Meeting minutes Progress Monitoring by Tiers Assessments
A2-2-2	Principals will schedule data meetings with teachers to review student achievement data and develop student remediation strategies.	During PLC and data meetings, student achievement data will be examined and remediation and intervention strategies assigned.	FY 2013-2014	Principals Specialists Teachers Directors Edison Learning	SIG Title I General Fund	Analyzing Data Utilizing Data	Schedule of agendas Schedule of meeting dates Meeting minutes Student Achievement Data Schedule of Interventions
A2-2-3	Each principal will incorporate a remediation period during the regular school day/week to address the remediation needs of students on a continuous basis.	Review Master Schedule	FY 2013-2014	Principals Specialists Teachers Directors	SIG Title I General Fund	Scheduling	Master Schedule Tier Data Remediation Lesson Plan Support log

2013-2016 Academic

Priority 2: To increase student achievement at all levels

Objective 2: Implement a reformed system of formative student assessment

A2-2-4	Recently released SOL test items will be used as a resource for remediation and assessment.	Specialist will select test items to be used in order to prevent memorization of items on assessments	FY 2013-2014	Directors Principals Specialists Teachers	N/A	VDOE Website	Remediation lesson plan Support log
A2-2-5	Data reports generated by the approved student growth assessment tool will be provided and interpreted by Assistant Superintendent and Directors with school principals during the Walkarounds and Alternate Governance meetings which will be held with principals monthly.	Review during Alternate Governance meetings and Walkarounds	FY 2013-2014	Superintendent Assistant Superintendent Directors Principals Specialists Edison Learning	SIG Title I General Fund	Professional development from William and Mary, VDOE, or Virginia State University	Schedule of agendas Schedule of meeting dates Meeting minutes Data Reports
A2-2-6	Conduct an audit of assessments and programs being utilized within the division	Review current programs	July 2013-December 2013	Superintendent Assistant Superintendent Directors Principals Specialists	SIG Title I General Fund		Checklist Final Document outlining findings Meeting minutes

2013-2016 Academic

Priority 2: To increase student achievement at all levels

Objective 3: Develop a professional development plan to assist provisionally licensed teachers in becoming highly qualified

Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Measurable Outcomes
Provisionally and conditionally licensed teachers will meet with PCPS licensure staff to review licensure requirements.	Designated meetings will occur with the Department of Human Resources	FY 2013-2014	Superintendent Assistant Superintendent Human Resources	Title IIA	VDOE Training	Log of meetings
College courses will be offered through state universities and neighboring colleges and made accessible to teachers throughout the school division.	Partnerships with neighboring colleges and universities will be created or continued. Based on need selected courses will be offered during the fall and spring semesters and during the summer.	FY 2013-2014	Superintendent Assistant Superintendent Directors Human Resources	Title IIA General Fund	Required courses	IPAL Report
Tuition costs will be offset with district and grant funds when available	Participants will be reimbursed based on available funds	FY 2013-2014	Superintendent Human Resources	Title IIA General Fund	N/A	Grant & Title I documentation

A2-3-4	A plan to assist teachers with National Board certification will be implemented.	Establish National Board Certification cohort	FY 2013-2014	Superintendent Assistant Superintendent Directors Principals	Title IIA General Fund	National Board	
A2-3-5	Assistance will be provided to teachers having difficulty passing state exams through partnerships with local colleges and universities.	Selected personnel or "Coaches" will be designated from within the district or in neighboring colleges and universities	FY 2013-2014	Superintendent Assistant Superintendent Directors Principals Specialists Va. State University	Title IIA General Fund		

2013-2016 Academic

Priority 2: To increase student achievement at all levels

Objective 4: Implement a plan to recruit and retain highly qualified teachers and ensure schools are equitably staffed

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Measurable Outcomes
A2-4-1	Provide salary and benefits to remain competitive regionally.	Review present teacher pay incentives and expand (as allowable by budget).	FY 2013-2014	Superintendent	Title IIA General Fund	N/A	Salary Scale Salary Scales from within the region
A2-4-2	Provide training for interviewers to ensure selecting high qualified teachers.	Provide training to administrators	FY 2013-2014	Superintendent Assistant Superintendent Directors Principals VDOE consultant	Title IIA General Fund	Provide training to administrators	Schedule of administrators professional development
A2-4-3	Analyze the current and anticipated teacher shortage areas to plan for recruitment early in the school year.	Review potential retirement list and non-renewals	FY 2013-2014	Superintendent Assistant Superintendent Directors VDOE consultant	Title IIA General Fund	N/A	Staff listings by building Principal recommendation Student Achievement data
A2-4-4	Provide intensive building level support, and mentoring of teachers during their first year of teaching.	Provide all new teachers with a mentor	FY 2013-2014	Superintendent Assistant Superintendent Directors Principals Specialists Virginia State University	Title IIA Title I General Fund	Mentor/Mentee/ Buddy Training	Assigned Mentor/Mentee Schedule Professional Development Calendar

A2-4-5	Implement an employee recognition program based on tenure in Petersburg City Public Schools	Form committee to develop and imple-ment program	FY 2013-2014	Superintendent Assistant Superin-tendent Directors Principals Specialists	Title IIA General Fund	N/A	Recognition of employees during fall convocation Program

2013-2016 Academic

Priority 3: To meet state accreditation standards

Objective 1: Implement strategies and interventions to meet state accreditation

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Measurable Outcomes
A3-1	Continue to implement Alternative Governance at schools that did not meet AMO requirements according to the NCLB guidelines, those schools are Vernon Johns Junior High School, Peabody Middle School, and A. P. Hill, J.E.B. Stuart Elementary School. (Walnut Hill will be monitored)	Alternate Governance Meetings will be held at each school identified SIG school	Monthly 2013-2014	Assistant Superintendent Directors Principals Instructional Specialists Chief Academic Officer Edison Learning	SIG Funds	VDOE Technical Assistance	Schedule of agendas Schedule of meeting dates Meeting minutes Reports to directors Indistar Updates
A3-2	Administrators will demonstrate an understanding of training in effective instructional practices by modeling effective conferencing skills through the Collaborative Observation process; which is directly implemented by Superintendent, Assistant Superintendent for Instruction, Directors, and school-level administrators.	Administrators will hold Pre and Post conferences during the observation and evaluation process	FY 2013-2014	Superintendent Assistant Superintendent Directors Principals Edison Learning	SIG Title I Title IIA General Fund	Administrative Retreat	Observation documentation Pre and Post Conference logs

A3-3	Implement Instructional Leadership Teams at the building level, to provide training and in-service in teaching the SOL and identifying strategies that work.	The team provides instructional leadership to others throughout the school to build high quality implementation of strategies for SOL success. The team focuses on strategic use of SOL Curriculum frameworks, SOL Blueprints, and SOL Pacing Guides.	FY 2013-2014	Superintendent Assistant Superintendent Directors Principals Edison Learning	SIG Title I Title IIA General Fund		Team meetings entered into Indistar (SIG) Leadership team minutes Professional Development Agenda Professional Development Schedule Grade level/Content Team meeting minutes Lesson plans
A3-4	Benchmark assessments and end of year assessments will be developed by directors, instructional specialists, and teachers aligned with the SOL and based on pacing guides using an approved student growth assessment tool. End of year assessments will include non-SOL tested classes.	See attached appendix for schedule	FY 2013-2014 Quarterly	Assistant Superintendent Directors Principals Specialists Teachers Edison Learning	SIG Title I General Fund		Benchmark Testing calendar Student growth data Benchmark data Student Band Data

A3-5	Designated 4 ½ Benchmark Assessments will be administered to assess the strengths and weaknesses of students on the mastery of the content.	See attached appendix for schedule	Quarterly FY 2013-2016	Assistant Superintendent Directors Principals Specialists Teachers Edison Learning CAO	SIG Title I General Fund		Student growth data Benchmark data Student Band Data
A3-6	After 4 ½ weeks testing, teachers will systematically conduct an analysis of the results to identify students' needs for remediation and interventions. Data will be generated through an approved student growth assessment tool to expedite this process.	During PLC and data meeting, student achievement data will be examined and remediation and intervention strategies assigned.	Quarterly FY 2013-2016	Assistant Superintendent Directors Principals Specialists Teachers Edison Learning CAO	SIG Title I General Fund		Student growth data Benchmark data Student Band Data
A3-7	Implementation of **Year Round School concept** at Peabody Middle School and A.P. Hill Elementary School	200 day concept (20 days) intersession to provide enrichment for students and longer school day.	2013-2014 planning year 2014-2015 implementation period	Superintendent Assistant Superintendent Directors Principals Specialists Teachers Edison Learning Chief Academic Officer	Grant Funding General Funding Private Funding Local and State Funding	Intersession workshops Professional consultants Staff training around year round concept	Assessment and SOL data results 2014-2015 school year

2013-2016 Academic

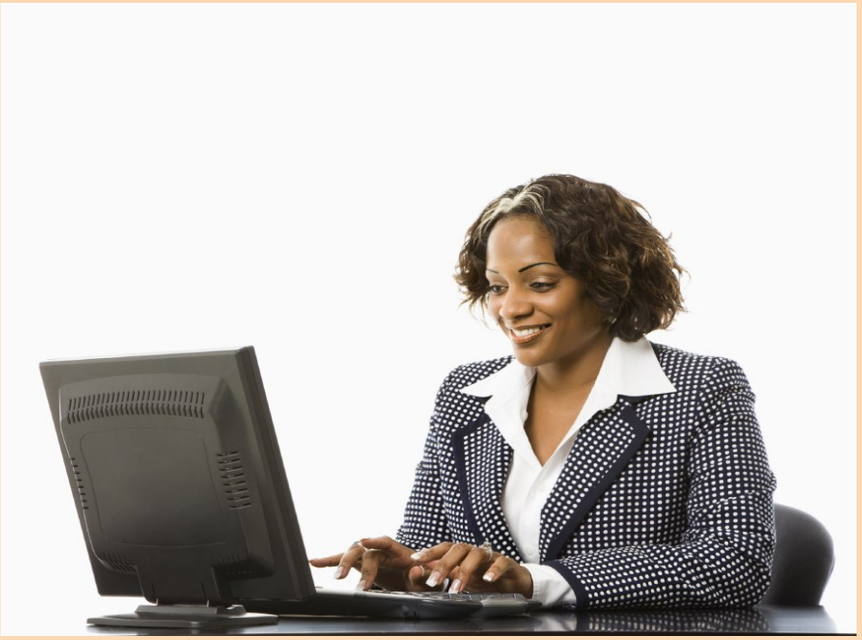
Priority 4: To implement an intense focus on early literacy at grades PK-5

Objective 1: Implement instructional strategies to promote early literacy skills

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Measurable Outcomes
A4-1	Implement effective (2 ½) hour reading block (3 ½) hour reading block at A. P. Hill)	Utilize balanced literacy approach incorporating the five components of literacy instruction Implement non-negotiable 2 ½ hour reading block (3 ½ hour at A. P. Hill)	FY 2013-2014	Assistant Superintendent Directors Principals Specialists Teachers Edison Learning CAO	SIG Title I Title IIA General Fund	Literacy centers Guided reading Differentiated instruction Leveled reading libraries Utilizing non-fiction materials (i.e. science and history) Writing Process Utilizing leveled readers Integrating technology (i.e. iStation, iReady, Accelerated Reader) Components of literacy instruction Running Records	PALS Data iStation Reports Unit Test High Scope Brigance Walkthrough Observations
A4-2	Provide opportunities for students to participate in differentiated learning	Utilize balanced literacy approach while incorporating varied instructional strategies based on students' reading level Teacher Planning Edison Learning	FY 2013-2014	Principals Teachers Specialists Gifted Teacher	Title I Title IIA General Fund	Differentiated instruction Analyzing and using data Guided Reading Running Records Quick Reads Increased Rigor VDOE Trainings	Support logs Lesson plans Classroom Observations Principals Monitoring

A4-3	Provide remediation, enrichment and acceleration opportunities	Implement varied instructional strategies utilizing multiple measures of outcome Guided reading and learning centers Provide and seek opportunities for enrichment Utilize the gift teacher for resources for acceleration opportunities	Ongoing	Principals Teachers Specialists Gifted Teacher Counselors Edison Learning CAO	Title I Title IIA General Fund	Critical thinking Increased rigor Marzano Strategies Gifted Education Differentiated Instruction VDOE Trainings Flexible grouping/ transition strategies	Support logs Lesson Plans Classroom Observations Principal Monitoring
A4-4	Integrate and implement strategies to support students with disabilities	Utilize balanced literacy approach while incorporating varied instructional strategies based on students' reading level	Ongoing	Principals Teachers Specialists Special Education Counselors	Title I Title IIA General Fund Title VIB	Differentiated Instruction Marzano Strageties VDOE Trainings	Lesson Plans Classroom Observations Principal Monitoring
A4-5	Implement K-5 writing plan	Division-wide writing prompts Follow VDOE Writing Checklist	Ongoing	Principals Teachers Specialists Gifted Teacher Counselors Edison Learning CAO	Title I Title IIA General Fund	Writing Process VDOE Website	Lesson Plans Classroom Observations Principal Monitoring

Priority 5 Building A 21st Century Technology Environment



PRIORITY 5 : Building a 21st Century Technology Environment

GOAL: To improve technology in PCPS—-teaching and learning by use of instructional technology in core content areas, especially in the area of literacy.

2013-2016 Priority 5: Building a 21st Century Learning Environment

Objective 1: Use of technology for instructional support of academic plan

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Assessment
T1.1	Increase technology skills of Teachers and Administrators	Develop division wide Professional Development Academy Develop Professional Development Calendar Summer training for new teachers and training scheduled at professional development days Employ technology training for teachers during staff development and content meeting	FY 2013-2014	ITRT Principals Director of Schools	VPSA General Fund SIG		teacher evaluations -classroom observations Calendar will be reviewed annually by Director of Schools
T1.2	Improve literacy in elementary schools grades K-2	Assigning desktop computers in station of 3 to 4 computers in each class in grades K-2	FY13 – 14 AP Hill JEB Stuart FY14 – 15 Robert E Lee Walnut Hill	Director of Technology ITRT	VPSA		-teacher evaluations -classroom observations

T1.3	Increase student access to technology in grades 6-12	Assess feasibility of implementing a one-to-one program to assign laptops to students in grades 6-12. Select 100 students to participate in Pilot Conduct Pilot at PHS or Vernon Johns to evaluate feasibility	FY13 - 15	Director of Technology ITRT Principals Director of Schools	VPSA	Provided as part of Professional Development Calendar for teachers	-classroom observations -student grades -student behavior
T1.5	Improvement of teachers capacity in the use of Promethean Boards in elementary schools	Deploy a Promethean Board in each core content classroom in elementary schools	FY13-14	ITRT			-classroom observations
T1.6	Increase teacher usage of technology in developing lesson plans	Require Teachers to maintain class webpages	FY 13-14	ITRT	General Fund	CyberSchool training	-classroom observations -teacher evaluations
T1.7	Migrate to PowerSchool SIS (Student Information System) -enhance IPAL reporting capability -Provide capability to use mobile devices to access student information for parents -enhance administrative reporting capability -improve attendance reporting by teachers -improve grading process -improve master scheduling process	Migrate from Starbase to PowerSchool student information system.	FY13 - 14	Director of Technology Data Analyst SIS Technician Pearson Project Manager	General Fund	Training will be provided to all technology support staff, and all necessary instructional support staff on the operation and user of PowerSchool. All teachers current and new will be trained	-monitor daily attendance
T1.8	Improve capability of student growth assessment tool	Migrate from SOLAR to Interactive Achievement web-based assessment tool	FY13-14	Director of Schools Testing Coordinator	Title I Testing	Provided by Interactive Achievement vendor	Monitor student growth data Monitor benchmark data Monitor band data

2013-2016 Priority 5: Building a 21st Century Learning Environment

Objective 2: Achieve required connectivity to implement technology to meet SOL requirements.

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Assessment
T2.1	Increase internet bandwidth to 300Mbs	Submit order to Verizon to increase internet bandwidth	Summer FY13	Director of Technology	VPSA	N/A	Monitor internet bandwidth usage with network monitoring tools
T2.2	Increase of Number computers for instruction and testing and to meet new state technology standards for SOL	Provide additional computers for testing and instruction for Grades 3 – 12 Provide enough computers that all students in grades 3 -12 can be tested. Provide greater flexibility with testing schedule	FY13 - 14	Director of Technology	VPSA Supplemental VPSA	N/A	Verify student enrollment numbers in grades 3 -5 with the number of computers available

T2.3	Increase the power capability in classrooms to support installing 3 to 4 computers in grades K-2 to improve literacy	Request operations to install two (2) 20amp circuits in all classrooms	FY13 - 15	Director of Technology Supervisor of Operations	Operations	N/A	Verify with contractor that circuits have been installed in the designated classrooms
T2.4	Install new data cabling in All school buildings to provide the capacity to support new and emerging hardware and software	Data cabling in all school facilities will be upgraded to current industry standards to meet the demands of emerging technologies.	FY12 – 13 Peabody Middle AP Hill Summer FY13 JEB Stuart PHS Vernon Johns FY13 - 14 Walnut Hill	Director of Technology	VPSA Erate	N/A	Monitor cabling vendor to ensure all objectives of the statement of work for cabling projects are completed
T2.5	Improve Wireless infrastructure to provide wireless capability for mobile devices use for instruction and testing	Wireless access points will be installed in each classroom to ensure adequate coverage for instruction and testing	FY13 -14	Director of Technology	VPSA	N/A	Monitor contractor to ensure cabling is installed correctly to connect access points

2013-2016 Priority 5: Building a 21st Century Learning Environment

Objective 3: Maintain a safe technology environment for students, faculty, and staff.

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Assessment
T3.1	Enhance the ability to filter https access to unauthorized websites	Implement solution to filter https sites to enhance our capability to prevent and monitor access to unauthorized web resources	FY13 - 14	Director of Technology	General Fund	Train technical support on use of new filtering product	Monitor logs daily from filtering solution to ensure CIPA compliance
T3.2	Enhance the ability of teachers to monitor student usage on the computer	Create login accounts for each student to provide a means of monitoring student usage on the computer. to improve over classroom management	FY13 -14	Director of Technology	N/A	Provide ITRT and Lead Technology Teachers the student login account information. Instruct them on password reset procedures	Disable generic student accounts. Teachers and ITRT to monitor students when using computers

2013-2016 **Priority 5: Building a 21st Century** Learning Environment

Objective 4: Provide efficient and timely communication using technology for community, parents, and

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Assessment
T4.1	Implement new division website	Implement new website to improve overall communication to our stakeholders.	FY13 -14	Vera Lewis Nicole Bell Maurice Jones Johna Vazquez	General Fund Erate	Training will be provided to PCPS website administrators and Teachers as part of the implementation plan	-Conduct survey to assess the overall effectiveness of new website design -provide counter on website to monitor the number of hits -provide a suggestions or comments section on the website for users to provide feedback
T4.2	Increase internet access for parents and students in City of Petersburg	Partner with City Library to increase technology access for students and parents Promote Comcast Internet Essentials program for parents that qualify for the School Lunch Program	FY13 - 15	Director of Technology PTA	VPSA	N/A	track student usage of computers at library Conduct survey to verify internet access for students at home
T4.3	Improve communication ability from students to Central Office	Implement anonymous email account for students to submit feedback to Central Office	FY13 - 14	Director of Technology	N/A	Students will need to be provided instructions on where to access the email.	Superintendent and PIO will monitor email inbox

Priority 6 Maintain a Safe and Disciplined Environment

GOAL: Petersburg schools will improve the safety and discipline environment by improving student conduct as measured by previous discipline infraction data (2012)

TARGET: To decrease discipline infractions in all reporting categories at all schools in Petersburg by 50 percentage points by the 2016 school year

2013-2016 Maintain a Safe and Disciplined Environment

Priority 6: To establish consistent practices that ensures school safety and climate within the school division.

Objective 1: Build Division-wide structure of positive behavioral intervention and support for all students.

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Assessment
S6.1-1	Each school will develop a Student Support Team to include administrators, General Ed teachers, Exceptional Education Personnel and School Counselors	Identify team members Provide professional development on positive school wide discipline process to staff Schedule meeting dates	August 2013	Building Principal	Staff Development Budget	August /September 2013	Roster of team members Minutes from meetings
S6.1-2	Review data to determine major needs of the school Select measurable student outcomes. scientifically-based practices	Review of discipline data from the 2012-2013 school year Analyze data to determine what kinds of incidents are occurring most frequently, where is it occurring and who is committing the infractions	August 2013 annually	Principals Student Support Team	Staff Development Budget	August/September Professional Development days	Reports on incidents and infractions from the Student Management System and office referrals

Priority 6: To establish consistent practices that ensures school safety and climate within the school division.

Objective 1: Build Division-wide structure of positive behavioral intervention and support for all students.

S6.1-3	Systematically instruct all students on school-wide expectations for behavior	Based on the data Identify and define school wide expectations for appropriate behavior including locations such as classroom, hallways, cafeteria etc. Communicate behavioral expectations to students, parents and staff at the beginning of the school year through assemblies, School handbooks, School website, etc.	August 2013	Director of Pupil Personnel Principal Student Support Team	N/A	N;/A	List of school wide expectations School posters, signs throughout the building
S6.1-4	Develop a system of positive reinforcement options for students who demonstrate the expected behavior (i.e. PBIS) Implementation on an anti-bullying environment in all schools	Gather from students ideas for positive reinforcement that is meaningful to them. Develop a plan to support reinforcements for the school year. The creation of a bullying awareness and prevention program in every school	August 2013	Director of Pupil Personnel Principal and Student Support Team	School Budgets	N/A	Schedule of celebrations and rewards
S6.1-5	Develop a plan to correct student behavior problems	Design a graduated program of consequences and direct instruction on appropriate behavior	FY 2013-2014	Principal and Student Support Team	N/A	August 2013	Menu of graduated consequences

S6.1-6	Provide universal proactive, prevention and intervention activities for all students	Ensure anti-bullying, peer mediation and character education programs continue to be utilized consistently division wide. Counselors develop plans for Classroom guidance, Groups and Individual Counseling sessions.	FY 2013-2014	Principal School Counselors	N/A	N/A	Counselor annual school program plan

2013-2016 Maintain A safe Disciplined Environment

Priority 6: To establish consistent practices that ensures school safety and climate within the school division.

Objective 2: Provide mechanism for threat management and response

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Assessment
S6. 2-1	Establish a threat/risk assessment team and procedures.	Identify personnel from schools and community as members. Develop and train personnel on assessment and reporting procedures	Summer 2013	Student Services Director School Psychologist School Social Worker Intervention Specialist	General Fund	Professional Development days	Team roster adopted procedures.

2013-2016 Maintain A Safe Disciplined Environment

Priority 6: To establish consistent practices that ensures school safety and climate within the school division.

Objective 3: Develop evacuation plans to be used in emergency situations.

S6.2-2	Develop a Crime Solvers Scholastic Program	School personnel meet with Crime Solvers Board Members	August Yearly	Principal Faculty Advisor Crime Solver's Board Members Law Enforcement Coordinator	General Fund	Professional Development Days	Program plan Monitoring and Evaluation reports
S6.2-3	Involve community in reporting possible truant students during the school day	Request support from the police department through the re-establishment of the "Street Watch" program Publicize program in local media	Summer 2013	Student Services Coordinator Public Relations Director	Student Services	N/A	Street Watch agreement Flyers, Posters

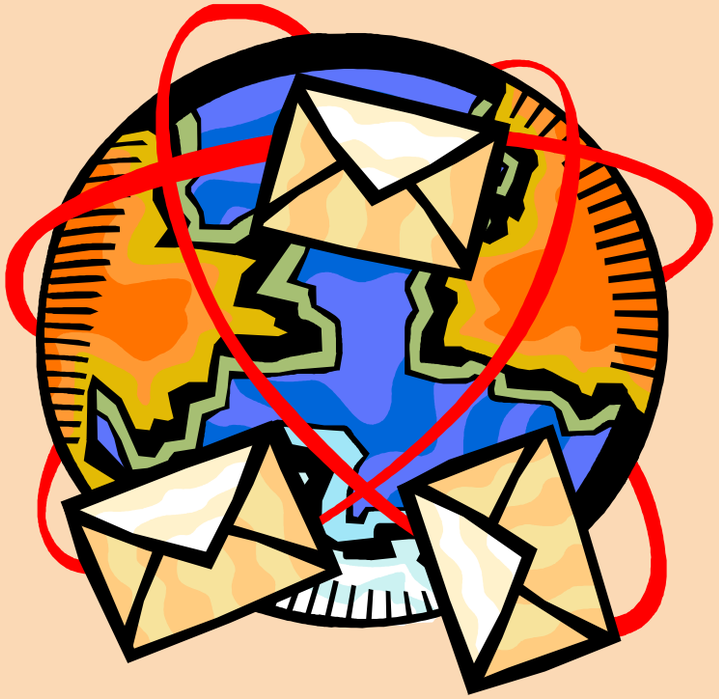
2013-2016 Maintain A Safe And Disciplined Environment

Priority 6: To establish consistent practices that ensures school safety and climate within the school division.

Objective 6.4: Enhance school security procedures.

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Assessment
S6.4-1	Implementation of security cameras in all schools to assist administrators with building security.	Obtain security cameras for elementary schools and Blandford Academy.	FY 2013-2014	Director of Business and Finance School Facilities/Operations	Operating Budget Capital Budget Grants		Number of security cameras in schools.
S6.4-2	Ensure school administration and security are knowledgeable of search and seizure laws and procedures	Schedule staff development.	FY 2013-2014	Student Services Coordinator	N/A	Yes	Attendance at staff development activities.
S6.4-3	Plan random sweeps of secondary schools	Communication with local law enforcement.	FY 2013-2014	Supervisor of Operations	N/A	N/A	Reports of sweeps results

Priority 7 Improve Communication Among All Stakeholders



2013-2016

Priority 7: Increase Parental/Community Involvement & Support for PCPS Schools and its programs

Objective 1: Develop opportunities to involve families in their children's education

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Assessment
C1-1	Survey families for unique skills they can contribute to their child's school. Survey Should also solicit responses regarding how PCPS is performing	Use Title 1 parent survey	Survey to be sent to parents three times a year – ~September 2013 ~January ~June 2014	Principal or designee Public Relations	N/A	N/A	Keep record of survey
C1-2	Establish calendar of district-wide events	A program offered by the new web host vendor, CyberSchool, will automatically transfer calendar data imported at each school to the division calendar	Weekly 2013-2014	Key communicators, school designee, or web admin. per location. Public Relations	Cyber School	Cyber School Training	Monitor calendar on web site

Objective 1: Develop opportunities to involve families in their children's education

C1-3	Division wide community health & wellness fair for staff members and their family	5K walk/run Invite representatives with SRMC & Health Dept. to participate. They can offer health screenings etc. YMCA can lead pre-race warm-up/ stretch. Offer food games for kids to play such as basketball, baseball and dodge ball. Prizes handed out to winners.	June 2014	Public Relations Key Communicators Program Specialist	Public Relations	None	Sign-in sheet Clicker Bibs
C1-4	Presentations to parents and community groups in all regions	Board Members to host town hall meetings School leaders attend PTA Meetings	Twice a year – 2013-2014	School Board Members Superintendent Public Relations	None	None	Sign in sheet Retain Log
C1-5	End of year talent show that features students, parents , and teachers	Hold auditions and create categories for different grade levels/ages	Yearly during month of June 2014	Public Relations Program Specialist Key Communicators	Federal Programs	None	Ticket Admission (Track Attendance)

2013-2016
Priority 7: Communicate and Update Employees on Key Issues

Objective 2: Enhance direct lines on communication with employees

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Devel-opment	Assessment
C2-1	Develop "Issue at a Glance" model or "Hot Topic" Intranet: Hot topics posted that can only be viewed or accessed by employees	Take an issue that's of great importance to school/public and post on web site and in e-newsletter. For ex. "Year Round Schools" or "State Takeover of Schools"	Monthly 2013-2014	PIO	None	None	Keep record of various topic highlighted
C2-2	"All Users" internal email system	Email employees key issues and education-al materials	As Needed	Public Relations and other depts. as needed	None	None	Keep record of submissions
C2-3	School hall meetings for employees	Invite all employees to participate. Offer opportunity for Q&A. Allow participants to submit questions anonymously	November 2013 & April 2014	Public Relations Key Communica-tors	None	None	Keep record of those in attendance

2013-2016
Priority 7: Heighten Feedback Opportunities for Students

Objective 3: Develop various paths for students to submit input for school

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Assessment
C3-1	Email message system to be placed on website. One directional correspondence	Provide an email address that community members/students can use to voice concerns, opinions and compliments.	Ongoing-2013-2014	Public Relations Superintendent	None	None	Report the frequency of messages
C3-2	Solicit feedback from student government groups	President of each student group is to report to Public Relations with issues/ concerns via a uniform form. Form should be emailed to PR.	Monthly-2013-2014	Public Relations Student president of government group	None	None	Record issues outlined in report /form

2013-2016

Priority 7: Business Community Summit

Objective 4: Invite local businesses to visit schools and speak about their industry

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Assessment
C4-1	Invite local businesses to visit schools and speak about their industry	Send invitations to the local businesses with date and time via postal mail and email. Establish master schedule	Twice a year	Public Relations Human Resources Program Specialist	School Budget Refreshments (Water Bottles, Juice, and snacks	None	Survey questionnaire of of from students
C4-2	Partner with businesses that will allow students to tour facilities… Mentor program….Intern	Establish dates and time of each business willing to allow students to tour. Establish master schedule	Once a semester	Public Relations Human Resources Program Specialist	None	None	Survey questionnaire of of from students
C4-4	Business partners become students for a day	Partners will be paired with a student. Must adhere to dress code, etc… Partners will need background checks conducted.	Yearly	Human Resources Public Relations	HR: Fee for background check	None	Conduct interviews with partners

2013-2016

Priority 7: Build Relationship with Elected Officials

Objective: Create and Adopt an "Official" program for Schools

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Assessment
C5-1	Send school system publications to all elected officials, city leaders and their key staff members	Create an "elected official and key staff" email distribution list.	Monthly 2013-2014	Public Relations	None	None	Retain record of items sent
C5-2	Have art work on display in the offices of elected officials, city leaders, local businesses, as well as, the city library and train station Develop relationship with Petersburg Area Art League	Collect art work from PCPS students. Offer art work to elected officials, city leaders, and local business owners – so they can hang the items on their wall office. Items to be returned to school after a period of time	Once a semester 2013-2014	Public Relations Key Communicators Art Teachers	None	None	Create a log to monitor who accepts and declines the art work

2013-2016

Priority 7: Build A Strong Identity As A Family Friendly School

Objective: Enhance Branding and Image of School Division

	Strategies	Process	Timeline	Person Responsible	Budget Source	Professional Development	Assessment
C6-1	Create a "Moving to Petersburg" section on web site	Share what Petersburg has to offer. Include proximity to the city of Richmond & businesses in the community, housing, etc. Highlight some specifics of the school system such as the division's connection to local colleges, athletics and other extracurricular activities	Update monthly and as needed	Key Communicators Technology Department	None	None	Add counter to website to track how often site is viewed.
C6-2	Provide welcome packets to new families	Create welcome packets which shares information about Petersburg Schools. Packets should be in city offices, visitor center, each school & central office	Packets should be available by September 2013	Communication Committee	Public Relations	None	Feedback from new Visitors/new families Moving to the area
C6-3	Organizational day for students, parents, & community	Solicit businesses & organizations in the community that are kid friendly as to what they have to offer the families of Petersburg (child care, tutoring, support services)	Event should take place in September	Communications Committee	Public Relations	None	Feedback from Parents and community

C6-4	Provide Realtors with positive factual information about the School District – (Fact Sheet)	Prepare factual information about each school in a booklet format.	Yearly	Public Relations Communication Committee	Printing of booklet	None	Keep track of the number of booklets sent to realtors

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