### Spring Creek EL 2012 - 2013 Progress Report and 2013 - 2014 School Plan

#### Progress Report 2012 - 2013

1. **Principal and School**
   
   School: Spring Creek EL  
   Name: Missy Hamilton  
   Email: missyh@provo.edu

2. **Most critical academic need(s) identified in the School Plan**
   (automatically generated from the 2012-2013 School Plan)
   
   • Mathematics • Reading • Fine Arts • Writing

3. **Briefly report how the school is implementing the 2012-2013 School Plan and how the School LAND Trust money is being spent. BE SPECIFIC!**

   All students are receiving Art from a highly trained individual. A win-win situation where students having art instruction from a highly qualified and incredibly talented instructor also affords teacher an opportunity to engage in collaborative planning with their grade level peers.

   Students are receiving additional intervention in reading and math by allowing the certified teacher to take a smaller group of at risk students and having the other students engage in other learning activities with a qualified staff assistant.

4. **Enter the total amount you ESTIMATE spending to implement the current 2012-2013 School Plan.**

   The Carry Over, distribution and total available funds are actual. Please enter the ESTIMATE the school expects to spend in 2012-2013. The ESTIMATED Carry Over to 2013 - 2014 will be automatically generated to the 2013-2014 School Plan.

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Carry Over from 2011 - 2012</td>
<td>$8,705</td>
</tr>
<tr>
<td>Distribution for 2012 - 2013</td>
<td>$28,206</td>
</tr>
<tr>
<td>Total Available Funds</td>
<td>$36,911</td>
</tr>
<tr>
<td>ESTIMATED spending for 2012 - 2013</td>
<td>$28,000</td>
</tr>
<tr>
<td>ESTIMATED Carry Over to 2013 - 2014</td>
<td>$8,911</td>
</tr>
</tbody>
</table>

5. **The State Board Rule requires schools to report the dates when local boards approved the other four plans community councils are responsible for. The information displayed was entered in the 2012 - 2013 Final Report. Please update, if necessary. The dates when local school boards approved each plan may be viewed on each school page and will be updated with any changes you make here.**

   THESE ARE PLANS THAT ARE BEING IMPLEMENTED IN THE 2012 - 2013 SCHOOL YEAR and must have a 2012 approval date.

   Charter schools: Choose Not Applicable for all plans, except where the school has a Reading Achievement Plan.

<table>
<thead>
<tr>
<th>Plan</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Improvement Plan</td>
<td>04/19/2012</td>
</tr>
<tr>
<td>Professional Development Plan (required for all schools)</td>
<td>04/19/2012</td>
</tr>
<tr>
<td>Reading Achievement Plan (required for all schools with K-3 grades)</td>
<td>04/19/2012</td>
</tr>
<tr>
<td>Child Access Routing Plan (not required for high schools)</td>
<td>04/19/2012</td>
</tr>
</tbody>
</table>

   **NOTE for Charter Schools. Charter Schools are only required to have a Reading Achievement Plan, if the school receives funding for the program. The other plans are not required.**

### School Plan 2013 - 2014
1. Briefly describe the School LAND Trust Plan by explaining each goal the council has identified. Plans should be research based. If your school has more than five goals, you will need to describe additional goals within the fifth goal.

Goal #1

State the SPECIFIC goal

Increase the percent of students passing the District Interim Assessment with 70% or better from 82% to 95% of students achieving proficiency (70% or better) on the Provo District Language Arts Interim Assessment each quarter.

Increase the growth rate of students not passing the Interim Assessment at least 5% from Quarter to Quarter on Interim Assessments.

Increase the number of students reading at their appropriate grade level reading Lexile score from 72% to 85% according to DIBELS benchmarks for grades K-3 and SRA for grades 4-6.

Increase the number of fifth grade students achieving a passing score on the DWA from 72% in the Spring of 2013 to 85% in Spring of 2014.

Choose the academic area for this goal from the list. You may select more than one area.

Reading Writing

Identify the measurement(s) you will use to determine if you are making progress towards the goal

- District Language Arts Interim Assessment
- DIBELS/SRA reading benchmarks
- DWA writing Assessment

Outline the steps of the action plan to reach this goal.

- Teach the Core District Essentials at each grade level. Instruction will be based on the district curriculum targeting what students need to know to be prepared for the state standards.
- 3 Hours of Literacy Instruction per day will be mandatory at all grade levels including 45 minutes of Reteaching time dedicated to mastery of term essentials.
- In order to effectively do such specific teaching, teachers need time to individually and collaboratively (within the grade level and with intervention teachers and aides) meet and plan targeted lesson plans and materials. To achieve this time for teachers to plan and collaborate, an art teacher will be hired to teach lessons to all students one day a week for 40 minutes. Combine this time with the other activities students participate in throughout the week (Music, PE, Library) funded by other resources, teachers have approximately 3 hours of planning weekly. 
  $13,000 (salary of prep time art teacher)
- Write to Learn is a writing software program, aligned to the common core, that allows students to practice essay writing, summarizing, question generating. The essays are graded by artificial intelligence but give kids feedback in conventions, word usage, and also alerts against plagiarism. Students will write at least two essays and/or other writing assignment per quarter with a 3 (proficient) accuracy score according to Write to Learn. Write to Learn Software will be used in grades 4-6.
- Being recognized for a job well done for students who achieve one or more of the above 3 goals, they will receive incentives in the form of certificates as identified in the Passport Program hosted school wide, as well as being entered into school raffles for valuable educational prizes (B and N gift cards, tablets, gift cards for reading and math) at school wide assemblies held each quarter.
- Teachers who achieve these same goals will also be recognized in the form of certificates, plaques, medals etc. during school wide assemblies each quarter.
Planned expenditures — use the dropdown menu to select an expenditure category. You may select more than one category for this goal. Then enter the amount you plan to spend in that category with a short explanation describing the expenditure. EXAMPLE for an expenditure in Salaries and Employee Benefits: One aide assisting with math instruction.

**Salaries and Employee Benefits (100 and 200)**

$17000

$14.22/hour for appx. 27 hours per week + Retirement and FICA

**General Supplies (610)**

$800

Printing for certificates of achievement for teachers and students as defined by Passport Program

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**Goal #2**

**State the SPECIFIC goal**

Increase the percent of students passing the District Interim Assessment with 70% or better from 75% to 95% of students achieving proficiency (70% or better) on the Provo District Math Interim Assessment each quarter.

Increase the growth rate of students not passing the Interim Assessment at least 5% from Quarter to Quarter on Interim Assessments.

**Choose the academic area for this goal from the list. You may select more than one area.**

Mathematics

**Identify the measurement(s) you will use to determine if you are making progress towards the goal**

- District Math Interim Assessment
- Teacher created Pre and Post test per quarter/per standard
- IXL Reports
- SMI (for SpEd students only)

**Outline the steps of the action plan to reach this goal.**

- Teach the Core District Essentials at each grade level. Instruction will be based on the district curriculum targeting what students need to know to be prepared for the state standards.
- In order to effectively do such specific teaching, teachers need time to individually and collaboratively (within the grade level and with intervention teachers and aides) meet and plan targeted lesson plans and materials. To achieve this time for teachers to plan and collaborate, an art teacher will be hired to teach lessons to all students one day a week for 40 minutes. Combine this time with the other activities students participate in throughout the week (Music, PE, Library) funded by other resources, teachers have approximately 2.5 hours of planning weekly. $13,000 (covers the cost of prep time art teacher).
- IXL is an instructional math tool that is hosted online. IXL also has accompanying teaching activities; students work their way through targeted at their level. IXL has been an effective tool for home school connections and as a tool for supplemental instruction and independent practice. IXL licensing agreement allows students to access IXL at home for additional practice. Students at all grade levels will be engaged in IXL for a MINIMUM of 30 minutes weekly, often more depending on small group instruction. Teachers will pull IXL reports and report the total number of minutes of usage per class and their growth to the SCC in March 2014 prior to planning for the next Trustlands plan. K-6 = $3500
- Being recognized for a job well done for students who achieve one or more of the above 3 goals, they will receive incentives in the form of certificates as identified in the Passport Program hosted school wide, as well as being entered into school raffles for valuable educational prizes (B and N gift cards, tablets, gift cards for reading and math) at school wide assemblies held each quarter.
- Teachers who achieve these same goals will also be recognized in the form of certificates, plaques, medals etc. during school wide assemblies each quarter.

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Planned expenditures — use the dropdown menu to select an expenditure category. You may select more than one category for this goal. Then enter the amount you plan to spend in that category with a short explanation...
describing the expenditure. EXAMPLE for an expenditure in Salaries and Employee Benefits: One aide assisting with math instruction.

**General Supplies (610)**
$800

Printing for certificates of achievement for teachers and students as defined by Passport Program

**Software (670)**
$3500

- IXL is an instructional math tool that is hosted online. IXL also has accompanying teaching activities: students work their way through targeted at their level. IXL has been an effective tool for home school connections and as a tool for supplemental instruction and independent practice. IXL licensing agreement allows students to access IXL at home for additional practice. Students at all grade levels will be engaged in IXL for a MINIMUM of 30 minutes weekly, often more depending on small group instruction. Teachers will pull IXL reports and report the total number of minutes of usage per class and their growth to the SCC in March 2014 prior to planning for the next Trustlands plan. K-6 = $3500

**Goal #3**

State the SPECIFIC goal

Decrease the number of students receiving the first letter warning of excessive absences from 60% in March of 2013 to 45% in March of 2014.

Decrease the number of students who have received 10 or more absences in a school year from 50 to 20 as measured by PowerSchool Attendance Reports excluding Doctor excuses.

Choose the academic area for this goal from the list. You may select more than one area.

- Mathematics
- Reading

Identify the measurement(s) you will use to determine if you are making progress towards the goal

- Quarterly PowerSchool Reports
- Measurement will be accomplished by compiling quarterly reports of the four different categories of notification to families. Category 1 is a phone call from the attendance liaison. Category 2 is a letter from the main office. Category 3 is a home visit. Category 4 is referral to the district office attendance places. The attendance liaison will report to the SCC each quarter on our progress in keeping kids in school.

Outline the steps of the action plan to reach this goal.

The Counselor will work cooperatively with the Attendance Secretary in identifying those students who would benefit from a one-to-one conversations with a representative from the school. Often, because many of our families speak Spanish, it is critical we meet families on their level and go to their home due to the isolated nature of our school to the neighborhoods of the families we serve. By engaging families in the importance of school attendance, the classroom environment will be more fluid with less students absent and more students receiving the necessary instruction to improve and achieve.

The attendance secretary will continue to sort and categorize the letters to mail, the Counselor will log those visits (either home or phone calls) in PowerSchool and keep other documentation. The Counselor will also work cooperatively with my social worker to learn of the social service agencies that might be able to help families that need services that might contribute to their excessive absences.

Planned expenditures — use the dropdown menu to select an expenditure category. You may select more than
one category for this goal. Then enter the amount you plan to spend in that category with a short explanation describing the expenditure. EXAMPLE for an expenditure in Salaries and Employee Benefits: One aide assisting with math instruction.

Salaries and Employee Benefits (100 and 200) $16000
$25.00/hour 5 days a week for 3 hours/day + Retirement and FICA

2. Financial Proposal (This chart is automatically calculated from entries made in each goal.)

<table>
<thead>
<tr>
<th></th>
<th>Goal #1</th>
<th>Goal #2</th>
<th>Goal #3</th>
<th>Totals</th>
</tr>
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<tbody>
<tr>
<td>Salaries and Employee</td>
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<td>Benefits (100 and 200)</td>
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<td>Professional and</td>
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<td>Repairs and</td>
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<td>Other Purchased</td>
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<td>Services (Admission</td>
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<tr>
<td>and Printing) (500)</td>
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<td>Software (670)</td>
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<tr>
<td>Hardware, Instruments,</td>
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<tr>
<td>Furniture) (730)</td>
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ESTIMATED Total Spent 2013 - 2014 $38,100
ESTIMATED Carry Over 2014 - 2015 $-1,878

3. For plans that will carry-over more than 10% of the school’s 2013 - 2014 distribution, please explain below.
Funds identified to be carried over should be identified for a specific future need and should not be used as a savings account.
Not Applicable

4. Plans for expenditures of an increased distribution:
The 2013-2014 distribution in this plan is an estimate. If the actual July distribution is more than the estimate, how will additional funds be spent to implement the goals described in the plan? Please indicate the goal number identified in Question 2 and explain how the increased funds will further implement the action plan. Please provide an adequate explanation of academic use so that it will not be necessary to go back to the school board for approval to expend an increased distribution.
90% of Kindergarten students passing the Kindergarten Post Assessment with 90% proficiency or better. To achieve this, additional aides will be hired on a 3 hour/day basis to assist in small group instruction.
Decrease the number of reported bullying incidents on the playground from 92 in one school year to 40 by having additional adults on the playground to supervise student interaction during the lunch hour. To achieve this, three adults to watch the playground for 1 hour/day will be used to enhance school safety.

5. How will the plan and results be publicized to your community? (Please check all that apply.) If you would like
free stickers and/or a stamp or identify School LAND Trust purchases such as books or computers, click here to request them.

• Letters to policy makers and/or administrators of trust lands and trust funds.
• School newsletter
• School assembly
• School website
• School marquee
• Other: Please explain.

ParentLink automated email and phone calling system to go out to all of our parents and families.

6. The vote of the council/committee to approve the 2013 - 2014 School LAND Trust Plan was recorded in the minutes and took place on:

04/10/2013 8 Approved 0 Not Approved 0 Absent