

CURRICULUM AND INSTRUCTION

Goal Number(s): E-2:
Objective Statement: The BASD will develop and continue to implement a balanced assessment system and an effective system for reporting student progress to students, parents, and the community in general.
Action Plan Statement: The BASD will provide a yearly review/evaluation of the effectiveness of the Regional Academic Standards Academy.

Activity Steps	Establish parameters that will be measured on a yearly basis, as to the effectiveness of the Regional Academic Standards Academy
Person/Group Responsible	<ol style="list-style-type: none"> 1. Principal of the Regional Academic Standards Academy 2. Teaching staff 3. Outside evaluator
Timelines for Completion	Yearly
Resources Needed	\$5,000 annually paid to outside consultant for evaluating services
Evaluation/ Indicators of Success	Improved scores and achievement of students attending the Regional Academic Standards Academy
Date Completed	Annual basis

CURRICULUM AND INSTRUCTION

Goal Number(s): E-1
Objective Statement: The BASD will continue to align and assess the written, taught and tested curriculum and uniformly measure students in regard to the acquisition of standards.
Action Plan Statement: The BASD will continue development and refinement of alternative assessment tools, such as authentic assessment, self-assessment, teacher observation, performance assessment, and portfolios for use with all students.

Activity Steps	Grade level/subject area committees continue to refine and develop district-wide alternative assessments
Person/Group Responsible	1. Curriculum supervisors 2. High school department chairpersons 3. Middle school team leaders 4. Elementary principals 5. Teachers
Timelines for Completion	Ongoing
Resources Needed	Curriculum writing hours as per contract - \$10,000
Evaluation/ Indicators of Success	1. Improved assessment tools utilized by teaching staff across the district 2. Increased usage of alternative forms of assessment
Date Completed	Ongoing

CURRICULUM AND INSTRUCTION

Goal Number(s):

E-2:

Objective Statement:

The BASD will develop and implement career exploration opportunities at appropriate grade levels, as well as appropriate vocational-technical training programs.

Action Plan Statement:

The BASD will develop a district-wide K-12, career education curriculum that: (a) is integrated into the current curricula, (b) includes active participation from local businesses, and (c) is funded by an appropriate annual budget.

Activity Steps	<ol style="list-style-type: none"> 1. Examine current curricula for all content areas to determine appropriate opportunities to incorporate career education 2. Seek out support of local businesses for the new curriculum through such organizations as the Lehigh Valley Chamber of Commerce and the Lehigh Valley Business Education Partnership 3. Establish required budget for program and gain Board of School Directors' approval
Person/Group Responsible	<ol style="list-style-type: none"> 1. Superintendent 2. Assistant superintendent for curriculum and instruction 3. Curriculum supervisors 4. High school community service coordinators 5. Elementary and secondary principals 6. Guidance staff
Timelines for Completion	<ol style="list-style-type: none"> 1. Initiate curriculum review in fall 2005 2. Establish curriculum committee to look at the integration of career education into all areas
Resources Needed	Career-oriented professional development for administrators and teachers (approximately \$20,000)
Evaluation/ Indicators of Success	Students at all grade levels are given age-appropriate career exploration opportunities through classroom lectures and discussions, field trips to local businesses, classroom visits by people engaged in various careers, job shadowing opportunities, and organized career days
Date Completed	Beginning fall 2006

TECHNOLOGY: ADMINISTRATIVE & MANAGEMENT

Goal Number(s):

O-1, O-4, E-4

Objective Statement:

The BASD will use technology to enhance productivity and effectiveness of its staff by encouraging and providing opportunities to gain professional growth.

Action Plan Statement:

The BASD will provide a centralized business operations management system with web-based accessibility.

Activity Steps	<ol style="list-style-type: none"> 1. Purchase new central server(s) to support or upgraded business operations management system 2. Investigate and pilot system to handle district business operations 3. Purchase new or upgrade current business operations management system and ensure it is real-time 4. Purchase new or upgrade current hardware to access business operations management system 5. Unify all current district databases containing business data into central business operations system through use of various integration software and programming languages 6. Develop web-accessible reports through the use of report writer software 7. Train appropriate technology staff in administering new or upgraded central server 8. Train both technology and office staff in using new or upgraded business operations system 9. Train both technology and office staff in creating and using web-accessible reports on business operations 10. Utilize existing technology staff from all areas, allowing for overtime in conversion to new business operations system, etc. 11. Implement and maintain appropriate connections to various district databases containing business data through use of district networking 12. Ensure ability to access Internet, more specifically district website where web-accessible reports on business operations will be found
Person/Group Responsible	ICT coordinator, data processing supervisor, Business office
Timelines for Completion	Decision made by December 2006; Implementation by December 2007
Resources Needed	<ol style="list-style-type: none"> 1. Analysis of business needs and practices 2. Server: \$10,000-30,000; office computers: \$50,000 3. Software: \$200,000 - 500,000 4. Staff development: \$70,000 5. Technology staffing (overtime): \$5,000
Evaluation/Indicators of Success	<ol style="list-style-type: none"> 1. Use of real-time data for decision making 2. Ease of producing district-required business reports 3. Measured by user group surveys
Date Completed	Ongoing

TECHNOLOGY: CURRICULUM & LEARNING

Goal Numbers: O-3, E-1, E-2, E-3, E-5

Objective Statement: The BASD will ensure that students will use technology to help them develop and reinforce curriculum concepts, higher-order thinking skills, and applied skills to solve complex problems.

Action Plan Statement: The BASD will continue the replacement strategy for student computers and purchase new computers and multimedia equipment to ensure access to appropriate technology.

Activity Steps	<ol style="list-style-type: none"> 1. Continue replacement strategy for student computers to ensure sufficient power to run modern applications (e.g., multimedia software, video editing, presentation software) (500 computers per year at \$1,200) \$600,000 per year 2. Purchase additional computers for each elementary classroom, working towards a goal of one computer per two students, starting fifth grade working down to 1st grade (600 computers year at \$1,200) \$720,000 per year 3. Purchase multimedia equipment for elementary and middle schools as appropriate. (digital cameras - 1 per classroom at \$250, video cameras- 1 per team or grade level at \$650) estimate \$330,000
Person/Group Responsible	ICT coordinator
Timelines for Completion	Initiate August 2004 Continue computer replacement on a 4-year cycle
Resources Needed	<ol style="list-style-type: none"> 1. Hardware \$1,320,000 per year for steps 1 & 2 2. Hardware \$330,000 for step 3 - phased in over 3 years
Evaluation/Indicators of Success	<ol style="list-style-type: none"> 1. Inventory 2. Project completion
Date Completed	Ongoing

CURRICULUM AND INSTRUCTION

Goal Number(s):

E-2

Objective Statement:

The BASD will develop and continue to implement a balanced assessment system and an effective system for reporting student progress to students, parents, and the community in general.

Action Plan Statement:

The BASD will develop a district-wide student profile, which tracks student performance in terms of grades, assessments, both on-demand and performance, attendance, discipline, etc.

Activity Steps	Continue the work of district-wide committee to develop the district-wide on-line profile
Person/Group Responsible	<ol style="list-style-type: none"> 1. Assistant superintendent for curriculum and instruction 2. Data Processing Department
Timelines for Completion	<ol style="list-style-type: none"> 1. December 2004 – decision will be made as to which student management system the district will purchase 2. December 2004–December 2005 – implementation of student management system will occur 3. December 2005 – student management system goes on-line for use by the high schools beginning January 2006 4. May 2006 – middle and elementary schools go on-line with the student management system 5. September 2006 – full utilization of student management system by all levels
Resources Needed	<ol style="list-style-type: none"> 1. Software/hardware necessary to complete the profile (software costs presently unknown) 2. Ongoing maintenance costs for profile implementation
Evaluation/ Indicators of Success	Used by teachers, parents, and students as an informational tool to track student performance
Date Completed	2005-06 school year

ACADEMIC INTERVENTIONS

Goal Number(s): E-2, E-4, E-5
Objective Statement: The BASD will develop a comprehensive intervention plan that students will be able to read on grade level by the end of grade three.
Action Plan Statement: The BASD will hire two English language arts coaches who will work with teachers district wide to work with and help teachers develop and refine best teaching practices in reading and language arts.

Activity Steps	<ol style="list-style-type: none"> 1. Analysis of district-wide assessments, student on-demand and overtime assessments to identify areas of weaknesses 2. Use of data and principals' input to inform decisions on the need for literacy coach support in individual schools 3. Hire and provide training for literacy coaches 4. Provide ongoing staff development for literacy coaches
Person/Group Responsible	<ol style="list-style-type: none"> 1. Assistant superintendent for curriculum and instruction 2. Coordinator of literacy 3. Building principals 4. Coordinator of English language arts
Timelines for Completion	<ol style="list-style-type: none"> 1. Gather district data, 2004-05 2. Analyze data, summer 2005 3. Budgetary considerations, 2005-06 4. Hire and train literacy coaches, summer of 2006
Resources Needed	<ol style="list-style-type: none"> 1. District and/or Title I money to pay for additional salaries 2. Grants <p>Estimated cost: 2 teachers at \$50,000 each = \$100,000</p>
Evaluation/ Indicators of Success	<ol style="list-style-type: none"> 1. Student assessment and using data-driven instruction based on curriculum-based assessments given to the students 2. Administrative observation of the use of best practices in literacy instruction 3. Formative evaluations by teachers 4. Increase in number of children reading at or above grade level by end of grade three
Date Completed	<ol style="list-style-type: none"> 1. Hiring and training completed by fall 2006 2. First year of implementation 2006-07 school year 3. Ongoing professional development and implementation

TECHNOLOGY: CURRICULUM & LEARNING

Goal Number(s) : O-1, O-3, E-1, E-3

Objective Statement: The BASD will ensure that all educators will be empowered with technology resources to design technology-enriched learning environments to help students attain curriculum objectives and to prepare their students to live and work in the digital age.

Action Plan Statement: The BASD will continue to develop, evaluate, maintain and provide access to software appropriate per grade level or subject.

Activity Steps	Continue to develop, evaluate, maintain, and provide access to an image of appropriate software per grade level or subject (44 firewire drives at \$400) \$17,600
Person/Group Responsible	ICT coordinator
Timelines for Completion	Initiate August 2004; ongoing
Resources Needed	Hardware \$17,600
Evaluation/Indicators of Success	Annual yearly progress
Date Completed	Ongoing

CURRICULUM AND INSTRUCTION

Goal Number(s):

E-1

Objective Statement:

The BASD will develop an academic program with the use of differentiated instruction designed to challenge each student to meet his/her fullest potential.

Action Plan Statement:

The BASD will convene a committee of representatives from gifted support teachers, administrators, regular education teachers, and child study personnel to study the gifted program at all levels.

Activity Steps	<ol style="list-style-type: none"> 1. The committee will explore adding academically talented students, allowing enrichment to be available to more economically and ethnically diverse groups, focusing on the schools that do not have three percent of their student population designated as identified gifted 2. The committee will explore the implementation of collaboratively instructed activities that will be enhanced with groups of six to twelve students instead of the current system of one to three students
Person/Group Responsible	Director of special education
Timelines for Completion	Prior to staffing for 2005-06 school year
Resources Needed	<ol style="list-style-type: none"> 1. Committee members and data 2. Minimal impact of staff requirements
Evaluation/ Indicators of Success	Completed study that reflects a plan for greater inclusion of talented students
Date Completed	2006

PERSONNEL

Goal Number(s): 0–1, 0–5, E-4 Personnel Committee
Objective Statement: The BASD will ensure that the composition of the professional staff will more closely reflect the composition of the student body and community.
Action Plan Statement: The BASD will address the following staffing patterns to create more diversity and balance:
 Female 70.1 percent, Black 0.1percent, Hispanic 0.6 percent.

Activity Steps	<ol style="list-style-type: none"> 1. Employ staff recruitment specialists in the office of Human Resources 2. Initiate a “scholarship” program to encourage high school seniors to enroll in education programs in colleges/universities
Person/Group Responsible	<ol style="list-style-type: none"> 1. Superintendent of schools 2. Associate superintendent 3. Manager of human resources 4. Board of School Directors
Timelines for Completion	Ongoing
Resources Needed	<ol style="list-style-type: none"> 1. Staff recruitment specialists - \$30,000 – 3 part-time retired educators 2. Student scholarships – maximum 16 students enrolled/year - \$160,000
Evaluation/ Indicators of Success	Increased hiring of males, Black, and Hispanic professional staff
Date Completed	Ongoing

CURRICULUM AND INSTRUCTION

Goal Number(s):

E-4

Objective Statement:

The BASD will develop and implement programs which help to eliminate violence in the school environment by the 2005–06 school year.

Action Plan Statement:

The BASD will establish a district-wide K-12 program in conflict resolution and bullying in order to provide nonviolent solutions as acceptable alternatives to solving problems.

Activity Steps	<ol style="list-style-type: none"> 1. Administrators who have started initiatives should continue their efforts 2. Successful programs should be shared with other building administrators
Person/Group Responsible	The first steps in this action plan require administrators to share existing programming and plan additional initiatives
Timelines for Completion	<ol style="list-style-type: none"> 1. By May 2005, each building should have an initiative in place that addresses conflict resolution and bullying containment 2. Inservice staff at the building level as appropriate 3. Evaluate effectiveness in 2006
Resources Needed	<ol style="list-style-type: none"> 1. Research–based information regarding effective programs 2. Meeting time for administrators to discuss, plan, and implement initiatives
Evaluation/ Indicators of Success	<ol style="list-style-type: none"> 1. Building level evaluation of the impact of programming 2. Surveys or other data gathering instruments might be implemented
Date Completed	June 2006

TECHNOLOGY: COMMUNICATIONS & INFORMATION ACCESS

Goal Number(s): O-3
Objective Statement: The BASD will provide appropriate technology and communications services to support its mission and operation.
Action Plan Statement: The BASD will provide and maintain Local Area Networks (LANs) within each building and a Wide-Area Network (WAN) to connect each building to district network services and to the Internet. – part 2 (LANs)

Activity Steps	Local Area Network (LAN) Upgrade Project 1. Purchase and install equipment to continue migration of LANs to 100 Mbps switched/powered Ethernet 2. Purchase and install equipment to continue to expand wireless Ethernet coverage in district
Person/Group Responsible	ICT coordinator
Timelines for Completion	1a. 2004-05 – install 100 Mbps Power-over-Ether (PoE) switches for Northeast Middle School 1b. 2004-05 – install 100 Mbps PoE switches in other buildings as need arises and funding permits 2a. June-Aug, 2004 – install wireless Ethernet coverage for all 7th grade classrooms 2b. 2004-05 – install wireless Ethernet access points in other buildings as need arises and funding permits
Resources Needed	1a. \$45,720 (pre-Erate discount) for Ethernet switches for Northeast Middle School 1b. estimate \$2,000 per PoE Ethernet switch installed as need, funding, and staff availability dictate <i>note: Ethernet LANs MUST be upgraded prior to installation of new telephone system</i> 2a. \$12,600 for about 63 seventh-grade classrooms @ \$200 each 2b. \$200-\$700 per wireless access point as need, funding, and staff availability dictate
Evaluation/Indicators of Success	Assessed by project completion per ICT coordinator and network supervisor
Date Completed	Project is ongoing, but there are two milestone dates: 1. 100 Mbps PoE Ethernet for Northeast Middle School: April 2005 2. Seventh-grade wireless: August 2004

ACADEMIC INTERVENTIONS

Goal Number(s): E-4, E-2, E-3
Objective Statement: The BASD will increase mathematics support by implementing additional mathematics coaches in all buildings.
Action Plan Statement: The BASD will increase availability, as needed, of mathematics coaches in all grade levels.

Activity Steps	<ol style="list-style-type: none"> 1. Develop a needs assessment for identifying those schools in need of additional mathematics support 2. Analysis of results and implementation of additional mathematics support based on needs assessment
Person/Group Responsible	<ol style="list-style-type: none"> 1. Assistant superintendent for curriculum and instruction 2. Supervisor for curriculum and instruction – middle schools only 3. Supervisor of mathematics 4. Elementary and secondary principals
Timelines for Completion	<ol style="list-style-type: none"> 1. Develop, distribute, and analyze needs assessments, 2004-05 2. Staff according to needs
Resources Needed	<ol style="list-style-type: none"> 1. Year 1 - study needs: assessment and demographic review (minimal dollars needed - administrative) 2. Year 2 - implementation needs: 5 teachers x \$50,000 per teacher = 250,000
Evaluation/ Indicators of Success	<ol style="list-style-type: none"> 1. Student Assessment and data–driven instruction based on curriculum–based assessments given to the students 2. Report cards 3. Number of retentions
Date Completed	According to projected timeline, full implementation is expected by fall of 2006

ACADEMIC INTERVENTIONS

Goal Number(s): E-2, 0-4
Objective Statement: The BASD will develop a comprehensive intervention plan that students will be able to read on grade level by the end of grade three.
Action Plan Statement: The BASD will create or adopt a program which will assist parents in becoming active participants in their children's reading.

Activity Steps	<ol style="list-style-type: none"> 1. Research possible models 2. Select program that meets the needs of diverse families 3. Recruit and train lead district personnel to take leadership role 4. Teacher in leadership role will work with designated building coordinators to implement the program in all elementary schools
Person/Group Responsible	<ol style="list-style-type: none"> 1. Assistant superintendent in charge of curriculum and instruction 2. Coordinator of literacy 3. Elementary principals
Timelines for Completion	<p>Phased in over a two-year period</p> <p>Year 1 – Research possible programs or develop one</p> <p>Year 2 – Train and Implementation</p>
Resources Needed	<ol style="list-style-type: none"> 1. Financial support or grants for staff development and implementation of program 2. Training: 16 teachers (1 per elementary school) x 10 hours x \$26.00 per hour or \$4,160
Evaluation/ Indicators of Success	<ol style="list-style-type: none"> 1. Increased parent involvement in school programs and activities 2. Regular attendance by parents at sessions 3. Parent evaluation 4. Classroom teacher survey
Date Completed	<ol style="list-style-type: none"> 1. 2004-05 research possible programs or develop one 2. Recruit and train teachers; implement program in selected buildings as a phase-in the following years: 2004-05 2005-06 2006-07

CURRICULUM AND INSTRUCTION

Goal Number(s):

E-4

Objective Statement:

The BASD will develop and implement programs which help to eliminate violence in the school environment by the 2005–06 school year.

Action Plan Statement:

The BASD will review and revise the present Student Code of Conduct and Character Education Program.

Activity Steps	<ol style="list-style-type: none"> 1. Form a committee comprised of administrators, teachers, students, and parents to review the Student Code of Conduct 2. Form a committee of teachers to review the Character Education Program
Person/Group Responsible	Director of operations, planning, and special projects
Timelines for Completion	2004–05 school year
Resources Needed	Minimal – some curricular writing hours – \$1,000
Evaluation/ Indicators of Success	Updated/revise Student Code of Conduct in place
Date Completed	End of 2005 school year

TECHNOLOGY: ADMINISTRATIVE & MANAGEMENT

Goal Number(s):

O-2, E-2

Objective Statement:

The BASD will provide the ability to use technology to make real-time data-driven decision-making so that students will evidence an increase in indicators of success including academic performance, attendance, graduation rates, college and workplace placements, while becoming true life-long learners.

Action Plan Statement:

The BASD will provide a centralized student management system with web-based accessibility.

Activity Steps	<ol style="list-style-type: none"> 1. Purchase new central server(s) to support new or upgrade student management system 2. Purchase new or upgrade student management system software 3. Purchase new or upgrade current office and teacher computers and software to access new or upgraded system 4. Unify all current district databases containing student data into central student management system through use of various integration software and programming languages 5. Develop web-accessible reports on student achievement through use of report writer software 6. Train appropriate technology staff in administering new or upgraded central server 7. Train both technology and office staff in using new or upgraded student management system 8. Train technology staff in creating and using web-accessible reports on student achievement 9. Train office staff and teachers on using new or upgraded computers for the student management system 10. Utilize existing technology staff from all areas, allowing for overtime in conversion to new system 11. Implement and maintain appropriate connections to various district databases 12. Ensure ability to access Internet, more specifically district website containing web-accessible reports
Person/Group Responsible	ICT coordinator, data processing supervisor, supervisor of child accounting
Timelines for Completion	<ol style="list-style-type: none"> 1. Decision to be made by December 2004 2. Pilot implementation beginning December 2005 3. Final phase beginning June 2006
Resources Needed	<ol style="list-style-type: none"> 1. Hardware: \$60,000-80,000 2. Software: \$200,000-500,000 3. Staff training for all staff, from data processing to end-users including support staff and teachers: \$70,000 4. Technology staffing (overtime): \$25,000
Evaluation/Indicators of Success	<ol style="list-style-type: none"> 1. Use of real-time data for decision making 2. Ease of producing district-required reports 3. Measured by user group surveys
Date Completed	Ongoing

TECHNOLOGY: COMMUNICATIONS & INFORMATION ACCESS

Goal Number(s): O-3
Objective Statement: The BASD will provide appropriate technology and communications services to support its mission and operation.
Action Plan Statement: The BASD will provide and maintain Local Area Networks within each building and a Wide-Area Network (WAN) to connect each building to district network services and to the Internet. – part 1 (WAN & Internet)

Activity Steps	Wide Area Network (WAN) and Internet Service 1. Continue to lease cost-effective, high bandwidth Wide Area Network services 2. Upgrade Internet service from 10 Mbps to 100 Mbps
Person/Group Responsible	ICT coordinator
Timelines for Completion	1. Ongoing – WAN service 2. Summer, 2004 – Internet milestone: Internet service upgraded to 100 Mbps
Resources Needed	1. \$94,200 (w/o anticipated E-rate discount) for annual WAN service (estimate \$36,738 after discount) 2. \$90,000 (w/o anticipated E-rate discount) for 100 Mbps Internet service (estimate \$35,100 annual cost)
Evaluation/Indicators of Success	Assessed by project completion per ICT coordinator and network supervisor
Date Completed	1. WAN service – ongoing 2. Internet upgrade – July 1, 2004

