

**Ramp‐Up to Readiness™ Annual Plan 2014‐2015**

***Leadership Structure***

Identify the Ramp‐Up leadership team members, including their proposed duties; Ramp‐Up coordinator; and a

schedule for collaboration surrounding implementation and program evaluation.

**Ramp‐Up Leadership Team Members:**

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| --- | --- | --- |
| **Role** | **Person** | **Proposed Duties** |
| Principal | **Brian Kazmierczak** | Oversight, Support, and Accountability |
| Counselor | **Alycia Dammer** | Schedule and Local College/Career Integration |
| Teacher | **Kari Johnson** | Implementation Expert |
| Teacher | **Corey Hunt** | Teacher Rep |
| Teacher | **Kristin Helland** | Teacher Rep |
| Teacher | **Sheryl Pollman-Biitner** | Teacher Rep |

**Ramp‐Up Coordinator:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Title | Email | Phone | Mailing address |
| Courtney Oetterer | Media Specialist | coetterer@barnum.k12.mn.us | 218-389-3273 ext. 1221 | 3675 County Road 140  Barnum, MN 55707 |

Describe the expectations and duties of the coordinator and the time allocated for him/her to do so.

Coordinator will provide organization and direction for the RampUp implementation. One period a day is assigned for the coordinator to accomplish this, which equates to ⅕ of her day. She is responsible for the organization and training of the staff monthly and the scheduling of the technology needs for the workshop days.

**Schedule for Collaboration:**

List the scheduled dates/times of your Leadership Team meetings.

The leadership team will meet monthly prior to the scheduled staff meetings. Staff will meet the last Wednesday of the month during the first semester and then the first Wednesday of the month for the second semester.

***Delivery Model & Tools Use***

Describe the delivery structure you plan to use for delivering the **Advisory Activities** with specificity including length of advisory sessions, day of the week the sessions will occur, time of day, and grouping of students. Also describe when the 5 **Workshops** will be delivered. In this description, please detail who will be delivering the workshops (ie. Advisory teacher, content teacher) and how students will be grouped.

BHS has advisory time worked into the daily schedule. This time is 28 minutes a day. RampUp is scheduled to be Tuesdays. Workshops are scheduled throughout the school year and spaced out so that we will be able to work within our technology limitations. We have also assigned teachers to facilitate the workshops with grades that they teach.

**Delivery Structure – Advisory Activities**

During advisory time, each teacher has a set of advisory students.

**Delivery Structure – Workshops**

We have assigned teachers to facilitate the workshops with the grades they teach. Mostly this falls in our English and social studies departments

**Tool Use:**

Detail how you plan to have students complete the Ramp‐Up Tools (Readiness Rubric and Postsecondary Plan)

electronically and how your school plans to use them in two‐way communication with families. Items to consider:

During Year 1 of implementation, *all* students will need an introduction to the tools similar to Workshop 1 in Grade 9, this is not accounted for in the scope and sequence, as it is a one‐time occurrence.

This will happen at during the advisory time at the beginning of the year. We are using this time for RampUp on Tuesdays, and our students take advantage of this time to work on homework. At the beginning of the year, there is time to focus on other items. We will use a second day to introduce these tools.

Please detail out when and how the students will update their Readiness Rubrics and Postsecondary

Plans electronically. (i.e. This could be done in an additional sixth workshop, within the open advisory sessions if computer access is available, or through an approach that works within your context.)

**We set aside a week at the beginning of the year and a week at the end of the year to update their Readiness Rubric and Postsecondary Plans. These will be done during Advisory times.**

Identify your school’s approach to systemic opportunities for two‐way communication with families. (ie.

Conferences or another manner in which student, adviser and a family member review the Readiness

Rubric and Postsecondary Plan.)

During the spring conference, we will have student lead conferences with the advisors. We will shift our conference from an academic conference to a conference for Career and College Readiness. Academic conferences will still take place, but the main focus will be to provide time for students and parents to meet with advisors about the post secondary plan.

If you intend to customize either the Readiness Rubric or the Postsecondary Plan with additions specific for your school, please include the draft copies of these site specific customized changes.

We do not plan on customizing either document for year 1 of our implementation.

***Technology***

Identify the technology platform you will use for students to create, store, edit and share their Readiness Rubrics and Postsecondary plans.

We will use Google Docs to create, store, edit and share their Readiness Rubrics. We will use MCIS as our career platform.

***Professional Development for Staff***

Describe the professional development plan your leadership team intends to execute with staff. While the specific dates of activities should appear in the Implementation Calendar, this should describe:

Any pre‐work you plan to do with the staff to build their background knowledge about college and career readiness including any readings or activities you plan to use

We have already presented to the staff and have had them read/review “Mind Sets and Equitable Education” by Carol Dweck. This review was lead by Kari Johnson. We will send out “ ” by .

How you plan to facilitate and what you plan to include in the back to school workshop (this should include the U of M developed *College and Career Readiness in the 21st Century* presentation, and how you

will familiarize staff with the Activities, Workshops, and Tools)

During fall workshops, we have designated an afternoon to review the article, train staff and establish expectations for the coming year. We will end by using this time to present the first four sessions the teachers will be using with the students.

How and when and by whom the monthly 20 minute sessions to pre‐view upcoming Activities and

Workshops will be facilitated

The coordinator, school counselor, and implementation leader will present monthly on the last Wednesday of the month during the first quarter and then the first Wednesday of the month during the second semester. We have set aside 45 minutes these mornings to focus on the implementation of RampUp.

The approach that your team will use to gather staff input near the end of the year for the purposes on implementation improvement for year two

Staff will note what went well and what could be improved as the year progresses. There will be an end of the year survey for staff to fill out.

***Data Collection and Program Evaluation***

Please describe the method in which you will collect and analyze the **quantitative data** that will inform your school level program evaluation. Identify the method or methods you will use to collect **qualitative data** to inform your completion of the Implementation Fidelity Reflection Rubric and any changes or additions you will make to the rubric to make it work for the goals of your school. Determine what your goals will be for each of the measures and decide when you will review this data and how you will share it with the school and its stakeholders.

**Quantitative data collection**

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| --- | --- | --- | --- |
| **Data** | **Source** | **Who is responsible for**  **getting?** | **When will it be**  **gathered?** |
| Postsecondary Enrollment Rates |  | Alycia Dammer - Counselor | End of Year |
| Percentage of students taking advanced courses |  | Alycia Dammer - Counselor | Beginning of Year and End of Year |
| Percentage of students reaching college readiness benchmarks on EXPLORE, PLAN ACT |  | Alycia Dammer -Counselor | After Testing |
| End of Year Cumulative GPAs |  | Alycia Dammer - Counselor | End of Year |
| U of M/MnSCU Remediation Rates |  | Alycia Dammer - Counselor | End of Year |
| Achievement Tests (MCA, NWEA, Scantron) |  | Alycia Damer -Counselor | After Testing |

|  |  |  |  |
| --- | --- | --- | --- |
| **Data** | **Source** | **Who is responsible for getting?** | **When will it be**  **gathered?** |
| Teacher Perception | Leadership Team Meetings and End of the Year Survey via Google Docs | **Courtney** | At scheduled meeting times and End of the Year |
| Student Perception | End of the year survey | Advisors | At scheduled Advisory time at the end of the year |
| Parent Perception | Parent/Teacher Conferences and End of the Year Survey | Courtney | October, March and End of the Year |

**Implementation Fidelity Reflection Rubric**

**Data review and sharing process**

**We will review data as a leadership team and with our staff.**

**We will share data on our WebPage and link it to our Facebook Page.**

**We will share data at the 7th Grade Open House at the beginning of each school year.**