

Tier 2 Operating Plan - Mid Year Review Report

Due Date: February 6, 2008

District Priority: Focus on Student Achievement

Owner(s): *(Division, Department)* Guidance and Counseling Team

Submitted by: Eddie Newman

Date: February 6, 2008

District Strategy: #1.5 Focus attention and initial planning efforts on stand-alone middle and highs schools where student achievement is urgent #1.9 Identify innovative approaches to extend learning of students who are at grade level and #10 In late planning stages, develop a definition of student achievement that includes more than test scores.

Related District Tier 1 Target(s): #3 CST ELA and Math, #5 CAHSEE ELA and Math #10 College readiness

Div/Dept Tier 2 Indicators	Strategies Implemented	Data Collected and Analyzed	Data Analysis Results	Mid-Year Changes
<i>(Based on Tier 3 analysis)</i>	<i>(What strategies have been implemented along the way to meet your Tier 2 indicators?)</i>	<i>(What data have been collected and analyzed as identified to measure progress of Tier 2 indicators? These data can be quantitative and/or qualitative.)</i>	<i>(What are the findings of data analysis? What is working and what is not? Explain reasons for progress or lack of progress.)</i>	<i>(Based on the data analysis, what strategies need to be modified to meet your Tier 2 indicators?)</i>
Increase to 60% the percentage of parent/guardians who are contacted at least once a quarter by the counselor assigned to their grade 7-12 students as measured by monthly data forms that are compiled quarterly.	Letters to be mailed home to parents in Sept/Oct., and individual meetings are scheduled, follow up phone calls are made as needed, classroom presentations made to inform students. Meetings scheduled in evening, Saturdays and in the community if needed.	Monthly data sheets from each counselor showing number of individual student meetings and meetings with parents.	From Oct-Dec 2007, counselors met with 2,472 high school students. Out of these meetings, 1,564 were with parents (63%). From Oct-Dec 2007, counselors met with 1,555 7 th and 8 th grade school students. Out of these meetings, 620 were with parents (40%).	At the high school level, counselors met the goal of 60% student meetings with parents. They will need to continue or increase in order to meet the needs of 100% of their students. Middle school counselors did not meet their goal of 60%, so they will need to increase the number of student meetings with parents by June.
Increase to at least 2 per quarter the number of professional development opportunities for counselors on how to maximize data to improve student learning, as measured by registration, agenda, and rosters.	Provide training for all counselors during monthly counselor meetings beginning in Oct, with additional outside training available upon request.	Attendance rosters, monthly agendas, list of area of PSAT data to be shared at monthly counselor meetings	For Seot 11, 17, 26th, counselors attended UC and CSU Admissions workshops - out of 26 counselors, 22 counselors participated (85%) For Oct 24, 25, 26 th Data Driven Decision/Using Data to Locate Inequities Staff Development - out of 26 counselors, 24 counselors participated (92%) For Nov 29th, Using Data to Serve Special Education Students Workshop - out of 26 counselors, 24 counselors participated (92%) For Dec 20 th , Using CAHSEE Data to program and align student interventions - out of 26 counselors, 23 counselors participated (88%) For Jan 24 th , Using Data to Increase scores and student participation - out of 26 counselors, 18 counselors participated (69%).	Goal met to provide at least 2 professional development opportunities this first two quarters. We will continue to provide monthly opportunities for professional development for counselors to be able to use data to better guide and support students.

Support Needed *(Is there support from others that is needed or could help the work be easier/faster/better?):*