

ELEMENTARY SITE READINESS PLAN

#	Number from Site Appendix	CATEGORY	CRITICAL QUESTIONS	ACTION PLAN (WHAT WILL BE DONE AND WHO IS RESPONSIBLE?)	TIMELINE	BUDGET
		ACADEMIC & EXTRA-CURRICULAR				
6	S3	Achievement	How will you enhance your focus on student achievement and track your success toward that focus.	<p>Laurel Elementary administration and staff will continue to focus on student achievement that is data driven and that aligns to the site Accreditation Plan/Schoolwide Title I Plan.</p> <p>Standardized district and state mandated tests including CSAP, MAPS, CogAT and DRA2 will be administered over the course of the school year.</p> <p>Grade level teams will examine student data from CSAP, DRA2, and MAPS to track student progress and success.</p>	Ongoing	
7	S8, S9, S11, S12, S13, S15, S16, S17, S18, S19, S20, S23, S25, S26, S27, S40, S41	Academic program	Explain new academic programming you are planning because of this grade configuration change	<p>5th grade staff will incorporate a modified departmentalization plan over the 2007-2008 and 2008-2009 school years to prepare students for a rotating schedule at the middle school level.</p> <p>Laurel administration will meet with the 5th grade staff and with the 6th grade staff to plan for the curriculum, activities and events associated with the ECO Link Experience.</p> <p>ECO Link will be a capstone experience for 5th grade students. 5th grade students and staff will attend YMCA of the Rockies in Estes Park, Colorado in the fall of 2008. PSD Transition funds will be earmarked for 5th grade students to offset costs of ECOlink and lack of opportunities for fundraising.</p>	<p>Fall 2007 – Spring 2009</p> <p>March 2008 Decision is communicated to parents, staff, and students</p>	<p>\$500.00 for Spring 2008</p> <p>\$500.00 for Fall 2008</p> <p>\$4000.00 for Fall 2008</p>
8	S40, S47, S50	Extracurricular program	Explain changes in the extracurricular offerings you are planning because of this grade configuration change.	<p>No changes</p> <p>Laurel Lynx Choir will continue to be open to 4th, 5th, and 6th grade students.</p>	Fall 2008 – Spring 2009	
9	S40, S46, S48, S49, S51	Athletic program	Explain changes in the athletic programs you are planning because of this grade configuration change.	There are no district athletic programs offered currently and there will be no change at the elementary level.		
15 A	S24	“Special” academic programs	Explain changes in the gifted and talented and literacy programs you are planning because of this grade configuration change.	G/T Support will be offered to those 4 th and 5 th and 6 th grade students who qualify based on district assessments. All grade levels will continue to provide literacy support for 30, 45, and 70 minute blocks Mondays – Fridays.	Fall 2008 – Spring 2009	

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			(e.g., will they be offered at different grade levels or to more or fewer students or in different ways?)	Qualifying students will participated in the PSD Accelerated Math Program		
15 B	S24	"Special" academic programs	Explain changes in your academic program, unique to your site, in the area of special education and ELA. What consideration will need to occur at the district level?	<p><i>Journey in Government (2009, 2011, 2013, etc.) will include 4th grade students beginning Spring 2009</i></p> <p><i>Crow Canyon (2008, 2010, 2012, etc.) will include 4th grade students beginning Spring 2009.</i></p> <p><i>ELA and Special Education staff will continue support for all grade levels regardless of the middle school transition.</i></p> <p><i>We will request, as appropriate, the funds necessary to reduce class size to ensure adequate support for all students.</i></p> <p><i>The availability of support will be determined in the spring as we develop building staffing plans and outline staff roles and responsibilities.</i></p>	Fall 2008 – Spring 2009	
		TRANSITION				
12	S1, S2, S10, S34	Academic	Explain the proactive steps you are taking on your own and with your middle school feeder to ensure that there is a smooth academic transition (excellent curricular articulation and no drop in academic achievement) for the then 5 th graders as they transition to 6 th grade.	<p><i>A parent meeting was held for all parents of 4th grade students on March 5, 2008. Parents were given information about EcoLink being held in the fall of 2008 for all 5th grade students and 6th grade students.</i></p> <p><i>5th Grade teachers will attend ECOLink with 6th grade. 6th grade teachers will attend ECOLink with 5th grade for the fall of 2008 in order to mentor the teachers through a successful experience.</i></p> <p><i>Laurel and Leshar administration and staff will work together to articulate the curriculum expectations for science, literacy, math, and social studies for students making the transition to the middle school. This articulation will occur over the course of the school year.</i></p> <p><i>Leshar administrative staff and counselors will attend specified staff meetings at Laurel Elementary during the 2008-2009 school year.</i></p> <p><i>Leshar counselors and administration will work with the Laurel administration and staff to ensure that incoming middle school students have the proper courses selected on their enrollment information.</i></p> <p><i>Feeder meetings with staff and students from Leshar will continue as they have, now to include 5th and 6th grade students for the 2008-09 school year</i></p>	<p>March 2008</p> <p>October 2008</p> <p>Spring 2008, Fall 2008 – Spring 2009</p>	
13	S34, S35	Emotional & Developmental	Explain the proactive steps you are taking with your middle school feeder to ensure that the then 5 th graders are prepared emotionally and developmentally for the transition to sixth grade.	<p><i>Laurel and Leshar administration and staff will continue to plan tours and exchange opportunities for incoming middle school students throughout the 2008-2009 school year. These tours will include opportunities for incoming students to meet and talk with staff, students and administration of Leshar Middle School</i></p>	Fall 2008 – Spring 2009	

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SCHOOL NAME: LAUREL SCHOOL OF ARTS & TECHNOLOGY

ELEMENTARY SCHOOL VERSION

14	S30	Opportunities for 2009 transition class	Explain the proactive steps you are taking to ensure that the current 4 th graders have leadership opportunities.	<p>4th grade students will have leadership positions in the Laurel Student Kids Care Club for the 2008-2009 school year. 4th grade students will also have leadership opportunities in our building such as Laurel Lynx Choir, Laurel Lynx Broadcasting Network, Book Buddies, Study Buddies, etc.</p> <p>Participation in the Crow Canyon Experience will also ensure current 4th graders are able to participate in leadership opportunities.</p>	Fall 2008 – Spring 2009	
ADMINISTRATIVE						
10	S37, S40, S44, S45	School of Choice	Within the policy set by the district, explain changes in your academic program describing how you expect the number of school of choice students attending your school to be affected. How are you communicating that change? What effects will that change have on the nature/make-up of your student body (e.g., more or less SES kids, more or fewer athletes, more or fewer GT kids etc.)?	<p>The School of Choice Policy established by the School Board will remain the same and will have no effect on our academic program. We will continue to communicate the policy and enforce the policy in accordance with the board established guidelines and priorities.</p> <p>The projected impact is that we may have space available to accept more School of Choice students from the waiting list.</p>	Fall 2008 – Spring 2009	
11	S76, S77	SIT	What changes, if any, will occur with your SIT team?	Currently a classroom teacher serves on the School Improvement Team for Excellence (SITE) to represent 4, 5, and 6 grade teachers. The change that will occur is that teacher representation will be for 4 th and 5 th grade teachers on the SITE team.	Fall 2008 – Spring 2009	
COMMUNICATION						
1	S4, S6, S7, S65, S68, S69, S89	Parents and community channels	Describe your communication plan with parents and your community around the changes associated with grade configuration. What avenues will be used? How often? What opportunities will there be for input from these groups?	<p>Monthly newsletter will update parents with any current information</p> <p>The Laurel School website will have current information or links to the PSD information as needed.</p> <p>Information from feeder junior high schools will be sent home with students.</p> <p>PTO and SITE will provide forums for questions to be answered at every meeting</p>	Fall 2008 – Spring 2009	Monthly
2	S6, S7, S65, S68, S69, S89	Parent and community issues	Explain specific concerns of your parents and community and what proactive steps you are taking to address them. (Please feel free to reference other questions if relevant rather than repeat information here.)	<p>Parents had concerns about Journey in Government and Crow Canyon field trips. These concerns have already been addressed by including current 4th grade students in the experience this school year.</p> <p>Concerns have been expressed about the organization of two promotion ceremonies in the Spring of 2009 for both 5th and 6th grade students as well as the social events associated with this promotion (Softball game, graduation parties). Laurel administration and 5th and 6th grade staff and parents will plan two separate promotion ceremonies for the Spring of 2009</p>	Fall 2008 – Spring 2009	

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				<i>and the social events associated with these promotion ceremonies.</i>		
3	S22, S52, S53, S54, S55, S56, S57, S58, S59, S60, S61, S62, S63, S65, S69, S75, S87	Staff channels	Explain your communication plan with your staff associated with grade configuration. What avenues will be used? How often? What opportunities will there be for input from the staff?	<p><i>We have two scheduled staff meetings each month. When necessary discussions on middle school transition issues and continued focus on our goals around student achievement will occur.</i></p> <p><i>Each of these meetings will include scheduled time for small group and whole staff discussion of important transition issues and planning.</i></p>		
4	S22, S52, S53, S54, S55, S56, S57, S58, S59, S60, S61, S62, S63, S65, S69, S75, S87	Staff issues	Explain specific concerns of your staff (both existing and prospective incoming) and what proactive steps you are taking to address them. (Please feel free to reference other questions if relevant rather than repeat information here.)	<p><i>Concerns among the staff are what the process will look like for teachers interested in making the move to the middle school level and what effect will losing our 6th grade students have on our student based budget.</i></p> <p><i>We will discuss each of these issues over the course of this school year and for next school year at our two monthly staff meetings on the first and third Thursday of each month from 7:45 a.m. – 8:40 a.m. as well as through the PSD website and district meetings.</i></p>	Spring 2008, Fall 2008 – Spring 2009	
		CULTURE/MORALE				
5	S84, S85	School atmosphere	Explain proactive steps you are taking to ensure/enhance the school culture/atmosphere/morale with the changes that will be happening at your school.	<p><i>Laurel administration and staff will continue honoring students at our quarterly assemblies for their demonstrated quality character traits. Parents and community members are invited to attend these monthly assemblies.</i></p> <p><i>Laurel administration and staff will continue to honor students daily with PAWs. Students receive a PAW for their daily demonstration of respect, responsibility, owning their behavior, and positive attitude.</i></p> <p><i>Laurel administration, staff and Student Council officers and members will organize monthly school-wide activities (dress up days, fund raisers) to keep all students involved with the development of our positive and supportive culture.</i></p>	Spring 2008, Fall 2008 – Spring 2009	
		OTHER				
		Additional information	What additional changes or other information associated with the grade configuration change would you like to communicate to the district and your community through this readiness plan?			

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