

## Plan-

### Spring

1. Select New Site Council Members/Election of officers (Section 1 of District Site Training Binder)
2. Needs Assessment (Section 4 & 5 of District Site Training Binder)
  - Review AYP data with Staff- Select focus Areas
  - Identify Strengths and Challenges
  - Establish Priorities
  - Select goal Areas
3. Begin Writing Action Plan (Section 6 of District Site Training Binder)
  - Professional Development (teachers, classified) Building and District
  - Interventions
  - Assessment
  - Student Improvement Plan
  - Parent and community Involvement
  - Special Programs

Collaboration

### Summer

1. Site team training, review Roles and Function of Site Council, set meeting dates and times, decision making process. (Section 1 & 2 of District Site Training Binder)
2. Assign roles

*Curriculum/Learning*

*Instruction/Teaching*

## Do

### Fall

1. Review new data (Section 4 of District Site Training Binder)
2. Adjust and finalize action plan (Section 5 & 6 of District Site Training Binder)
3. Present to staff

Collaboration

**Building Goal**

*Assessment*

## Check

### Fall

1. Review new data (Section 4 of District Site Training Binder)
2. Adjust and finalize action plan (Section 5 & 6 of District Site Training Binder)
3. Present to staff

Collaboration

## Act

### Winter

Implement Action Plan –Check Progress  
-All activities including committee activities support SIP/Action Plan

Collaboration