

ACSI Continuous School Improvement Plan Samples

Sample 1

School Improvement #1: The board is currently only trained in the founding philosophy documents on an ad hoc basis without any scheduled process in place. A new process will be developed, and more comprehensive training documents developed.

Goal: To insure board familiarity with the school's key philosophical principles over time

Total Time: 5 years

Date Begun: _____

Date Finished: _____

Actions	Who is Responsible?	Resources Needed	Timeline	Action Completion Monitoring
1. Gather samples of approaches used by other, similar, accredited schools	Board Chairman	- List of key accredited schools from ACSI	6 months	A sample questionnaire will be generated and sent out.
2. Review the approaches used by others and generate an applicable approach for use at CCCS	Board members and school CEO	- Time scheduled in the board schedule	6 months	A recommendation will be made by the board for a model (or the development of a model)
3. Implement the pilot approach / schedule for several cycles of new board members	Board Chairman	- Special scheduled board training sessions - training resources for board members	3 years	Personal discussion with board members 1 year after coming on the board to assess familiarity with philosophical documents
4. Revise the process and solidify the protocol in the board policies	School CEO	- Dedicated day for revision of the process - Secretarial time for updating the process & inclusion in the board policy manual	1 year	Updated board manual that reflects training component and schedule.
5. Implement the new process	Board Chairman School CEO Board members	- new policy document - training protocol	3 months	Training time during summer board retreat
6. Poll the board members on the training process – awareness of school mission and philosophy	Board Chairman	- evaluation rubric	1 month	Completion of training evaluation Review of the training time during the board retreat
7. Evaluate the effectiveness of the training	Board Chairman School CEO	- Completed evaluations	1 month	Adjust training program to reflect data gathered from the board evaluations

Sample 2

School Improvement Goal #2: Creation of a student mentoring program that connects high school students with key faculty in a relationally based, supportive environment while providing strong biblical accountability and life-choices goals.					
Outcome: A program that connects all students with a mentor teacher				Student Benefit: Connection with a staff adult that knows their needs and is available for input, encouragement, and guidance.	
Project duration: 6 Years		Begin Date: June 2002		Completion Date: June 2008	
Timeline	Person(s) Responsible	Strategy	Resources Needed	Staff Development	Completion Evidence
Year 1	- Superintendent - Mentoring committee	- Poll the students for identified needs and issues facing HS students today - Discussion with developmental professionals on approaches to mentoring	- Survey for students - Funding for survey assessment	none	Data on student issues Input from the professional community
Year 2	- Mentoring committee	- Research programs and/or schools with mentoring programs in place.	- Travel funds for visiting programs and/or schools	none	Synthesized report on current program application
Year 3	- Mentoring Committee	- Create a proposal for a mentoring program	- Flex time for mentoring team meeting	none	Draft proposal
Year 4	- Board / admin	- Review the proposal by the board and administrative team			Edited version of proposal
	- Mentoring committee	- Recommendation for implementation of the proposed program	- Final copy of proposal - In-service day for presentation	Orientation on mentoring programs and goals	
Year 5	- Admin and Mentoring committee	- Finalize the mentoring program details for implementation in the fall	- Stipend for summer work		Finalized program guide
Year 6	- Mentoring committee	- Generate a student mentoring handbook - Generate a mentor's handbook - Generate a mentoring schedule	- stipend for summer work		Handbooks

Sample 3

Ongoing School Improvement #2: **Creation of a student mentoring program that connects high school students with key faculty in a relationally based, supportive environment while providing strong biblical accountability and life-choices goals.**

Begin: June 2002

Projected Completion: June 2005

Research: Student mentoring; school programs

Student or Learning Benefit: **Connection of students with a staff adult on campus that knows their needs and is available for input, encouragement, and guidance**

Timeline	Projected Costs	Action Items	Accountability	Resources Needed	School Outcomes
Year 1 Fall	\$2000.00	- Poll the students for identified needs and issues facing HS students today	- Superintendent	- Survey for students - Funding for survey assessment	Data on student issues
		- Discussion with developmental professionals on approaches to mentoring	- Mentoring committee		Input from the professional community
Spring	\$3500.00	- Research programs and/or schools with mentoring programs in place.	- Mentoring committee	- Travel funds for visiting programs and/or schools	Synthesized report on current program application
Year 2 - Fall		- Create a proposal for a mentoring program	- Mentoring Committee	- Flex time for mentoring team meeting	Draft proposal
Spring	\$500.00	- Review the proposal by the board and administrative team	- Board / admin - Mentoring committee	- Final copy of proposal - In-service day for presentation	Edited version of proposal
Year 3 Summer	\$750.00	- Finalize the mentoring program details for implementation in the fall	- Admin and Mentoring committee	- Stipend for summer work	Finalized program guide
Fall	\$5.00 / student	- Generate a student mentoring handbook	- Mentoring committee	- stipend for summer work	Handbooks
		- Generate a mentor's handbook			Mentoring guide matrix
		- Generate a mentoring schedule			Students assigned to mentors