



Provost Elementary School Improvement Plan 2024-25

District Mission	School Mission
Welcome • Educate • Inspire	
District Vision	School Vision
The Provo City School District is a vibrant learning environment where all students become lifelong learners and engaged community members.	

Strategic Plan Priority 1: Academic Achievement	School Improvement Status
Goal 1 Literacy: RISE: Increase the percentage of 3rd-6th graders reaching proficiency as measured by EOY ELA RISE Summative by 5% in each grade.	Targeted Support & Improvement (TSI) - yes/no; if yes, list subgroups Additional Targeted Support & Improvement (ATSI) - yes/no; if yes, list subgroups
Goal 2 Math: RISE: Increase the percentage of 3rd-6th graders reaching proficiency as measured by Math EOY RISE Summative by 5% in each grade.	Comprehensive Support Improvement (CSI) - yes/no; if yes category & year identified

School Goal	Action Step	Strategic Plan: Priority & Goal	Strategic Plan: Strategy	Subject/Other info	Timeline	Measurement of Action Step	Cost	Funding Source	Expenditure
G1: Literacy & Math	Pay for an additional 1 FTE using Trustlands funds to reduce classroom size.	P1 Achievement: Goal 1 - Increase prof.	P1: G1 Strategy 1 - Tier I	TSI need	Hire in April 2024		\$80,000.00	Landtrust	Salary/Benefits
G1: Literacy & Math	Pay for an additional 1.5 FTE using TSSA funds to reduce classroom size.	P1 Achievement: Goal 1 - Increase prof.	P1: G1 Strategy 1 - Tier I	Other	Hire in April 2025		\$120,000.00	TSSA	Salary/Benefits
	The school leadership team will be involved in school improvement plan implementation; the team will meet monthly to collaborate on actions steps in the school plan. -5226 Teacher Stipends	P1 Achievement: Goal 1 - Increase prof.	P1: G1 Strategy 1 - Tier I	Professional Devel.	August 2024		\$13,800.00	Tchr Quality	Salary/Benefits
	Tier I instruction will follow the suggested state and district instructional model, the use of district adopted curriculum will be followed, teachers will use district pacing guides to plan instruction. The goal is for 80% of students to master state standards during Tier I instruction.	P1 Achievement: Goal 1 - Increase prof.	P1: G1 Strategy 1 - Tier I	School Schedule	Teachers new to the district will be trained on the district curriculum model and approved curriculum in August. All teachers will follow the district model.			General	Salary/Benefits
	Teachers will follow Acadience guidelines set by the district office including appropriate benchmark testing, progress monitoring and pathways of progress goal setting. Acadience Reading proficiency in each grade will increase by 10% from 2023-24 EOY to 24-25 EOY. 80% of students grades K-3rd will make typical or above progress on Acadience Math EOY.	P1 Achievement: Goal 1 - Increase prof.	P1: G1 Strategy 1 - Tier I	Utah Early Learning Plan	Train all K-3 teachers on administering Acadience Math Assessment and new teachers on administering the Acadience Reading Assessment. Acadience benchmarks BOY, MOY, EOY will be administered during appropriate testing windows. Title 1 Coordinator will review progress monitoring weekly.			General	Salary/Benefits
	Participate in school wide reading interventions for 40 minutes daily Monday-Thursday targeting specific needs for remediation and/or acceleration. - 7501 Title I Coordinator - 7501 Instructional Assistants for intervention support - 7503 Intervention Supplies - 7503 Organizational Supplies	P1 Achievement: Goal 1 - Increase prof.	P1: G1 Strategy 1 - Tier I		TI Coordinator		\$89,274.00	TI Personnel	Salary/Benefits
		P1 Achievement: Goal 1 - Increase prof.	P1: G1 Strategy 1 - Tier I		IAs and Tier 2 Monitored by Title 1 Coordinator daily. Time will be built into master schedule.		\$136,000.00	TI Personnel	Salary/Benefits
		P1 Achievement: Goal 1 - Increase prof.	P1: G1 Strategy 1 - Tier I				\$2,000.00	TI Tiered Instruction	Supplies
		P1 Achievement: Goal 1 - Increase prof.	P1: G1 Strategy 1 - Tier I				\$700.00	TI Tiered Instruction	Supplies
	Use of master school schedule reflecting state/district instructional models/minutes for core subject areas as a priority; non core subjects will be included in the schedule and reflected as prep time following negotiated agreement	P1 Achievement: Goal 1 - Increase prof.	P1: G1 Strategy 1 - Tier I		Master school schedule will be created by June 14, 2024 and implemented in August 2024.			General	Salary/Benefits
	Master schedule reflects all students, including MLs and SWD access to Tier I instruction.	P1 Achievement: Goal 1 - Increase prof.	P1: G1 Strategy 1 - Tier I		Monitored by school leadership.			no direct funds attached	No funds attached
	Teachers will follow PLC expectations: use of accountability tool, meet weekly for 90 minutes, reflect on data, focus on Tier I instruction.	P1 Achievement: Goal 1 - Increase prof.	P1: G1 Strategy 1 - Tier I		Monitored by school leadership weekly.			no direct funds attached	No funds attached

	Implementation of daily math computation fluency practice.	P1 Achievement: Goal 1 - Increase prof.	P1: G1 Strategy 1 - Tier I		Time will be built into master schedule.				
	ML students will receive appropriate tiered instruction as needed, based on data. - 7612 Instructional Assistant	P1 Achievement: Goal 1 - Increase prof.	P1: G1 Strategy 1 - Tier I		Monitored by school leadership weekly		\$18,700.00	EARS 5364 (ML Only)	Salary/Benefits
	Tier II/III and ML instruction will be provided to students who have not met Tier I standards. -7503 Supplies	P1 Achievement: Goal 1 - Increase prof.	P1: G1 Strategy 1 - Tier I		Monitored by school leadership weekly.		\$2,300.00	TI Tiered Instruction	Salary/Benefits
	A professional development plan will be created by the school leadership team focused on Tier I instruction, teacher clarity, and professional learning communities, learning walks, etc. Decisions on the PD will be made by the school leadership team, based on data, and facilitated by the building principal with support from school based instructional coach.	P1 Achievement: Goal 1 - Increase prof.	P1: G1 Strategy 1 - Tier I		PD Plan created by school leadership team and implemented in August 2024.		\$1,000.00	TI PD	Supplies
	Teachers will participate in at least one literacy coaching cycle reflecting school PD plan.	P1 Achievement: Goal 1 - Increase prof.	P1: G1 Strategy 1 - Tier I		Facilitated by instructional coach during Term 1/2.				
	Teachers will participate in at least one math coaching cycle reflecting school PD plan.	P1 Achievement: Goal 1 - Increase prof.	P1: G1 Strategy 1 - Tier I		Facilitated by instructional coach Term 3/4.				
	Monthly professional development targeted for ML strategies. -7503 Supplies	P1 Achievement: Goal 1 - Increase prof.	P1: G1 Strategy 1 - Tier I		Facilitated by school leadership monthly.		\$2,400.00	TI Tiered Instruction	Supplies

Measurement of Academic Goals

Literacy Measurements

August Acadience BOY

September Acadience Progress Monitoring

October Acadience Progress Monitoring, 95% Unit Assessments (K-3), RISE Benchmarks (3-6)

November Acadience Progress Monitoring

December Acadience MOY

January Acadience Progress Monitoring, 95% Unit Assessments (K-3), RISE Benchmarks (3-6)

February Acadience Progress Monitoring, 95% Unit Assessments (K-3), RISE Benchmarks (3-6)

March Acadience Progress Monitoring 95% Unit Assessments (K-3), RISE Benchmarks (3-6)

April Acadience Progress Monitoring 95% Unit Assessments (K-3), RISE Summative (3-6)

May Acadience EOY, 95% Unit Assessments (K-3), RISE Summative (3-6)

Math Measurements

August Acadience Math BOY (K-3), Into Math Growth Measure (K-6)

September Acadience Math Progress Monitoring (K-3)

October Acadience Math Progress Monitoring (K-3), RISE Benchmark (3-6)

November Acadience Math Progress Monitoring (K-3), RISE Benchmark (3-6)

December Acadience Math MOY (K-3)

January Acadience Math Progress Monitoring (K-3)

February Acadience Math Progress Monitoring (K-3), RISE Benchmark (3-6)

March Acadience Math Progress Monitoring (K-3), RISE Benchmark (3-6)

April Acadience Math Progress Monitoring (K-3), RISE Summative (3-6)

May Acadience Math EOY (K-3), RISE Summative (3-6)

Strategic Plan Priority 2: Wellness and Safety

Goal #1 - Increase opportunities for parent engagement activities and rate of participation.

Goal #2 - The school will have the following: SEP Conferences and school wide activities focusing on building community and academic support.

Goal #3 - Decrease student absences by 20%.

School Goal	Action Item	Strategic Plan: Priority & Goal	Strategic Plan: Strategy	Subject/Other info	Timeline	Measurement of Action Step	Cost	Funding Source	Expenditure
Goal 1	Hold Kindergarten Readiness Day during Kindergarten registration. -0060-books and activity	P2 Wellness & Safety: G1 Welcoming	P2: G1 Strategy 2 - Increase family engagement	Other	April 2024		\$1,200.00	General	Supplies
	Implement Family Reads Program. - 7502-books for Family Reads Program	P2 Wellness & Safety: G1 Welcoming	P2: G1 Strategy 2 - Increase family engagement	Kinder	Plan created and implemented in August 2024. Monitored by Title 1 Coordinator.		\$400.00	TI Parent Engagement	Supplies
	Hold five school wide activities building parent relationships and education awareness to support student academic success. The activities will include literacy and math events. These events will be communicated to parents through teacher and principal notifications, social media, and other parent outreach.	P2 Wellness & Safety: G1 Welcoming	P2: G1 Strategy 2 - Increase family engagement	Parent Engagement	Plan and coordinate dates by August 15. Coordinated by Title 1 Coordinator. - STEM/Math/Science		\$1,500.00	TI Parent Engagement	Supplies

	Publications, social media, and other parent outreach. - 7502 -STEM/Math/Science based activity - 7502 -Academic Family Activities	P2 Wellness & Safety: G1 Welcoming	P2: G1 Strategy 2 - Increase family engagement	Parent Engagement	Other academic family activities		\$1,500.00	TI Parent Engagment	Supplies
	Provide monthly parent information classes to support ML student needs. - 0060 Family Support activities	P2 Wellness & Safety: G1 Welcoming	P2: G1 Strategy 2 - Increase family engagement	ML	Begin August 2024		\$4,500.00	General	Supplies
	Student Success Team will meet weekly to discuss students needs.	P2 Wellness & Safety: G2 Reduce Behaviors	P2: G2 Strategy 1 - Levels of Behavior	PBIS	Weekly			General	No funds attached
	School wide attendance intervention plan will be taught to staff and implemented. - 0060-Attendance incentive activities	P2 Wellness & Safety: G3 Decrease Absence	P2: G3 Strategy 1 - Implement attendance stratgies	Attendance	Plan created, implemented, and monitored by leadership team.		\$1,500.00	General	Supplies
	Monthly PBIS Assemblies will be held to reinforce positive behavior. - 0060- Celebration supplies	P2 Wellness & Safety: G2 Reduce Behaviors	P2: G2 Strategy 2 - PBIS system	PBIS	PBIS Team plan and monitored by administration.		\$2,000.00	General	Supplies

Measurement of goals

*Family engagement activities held and feedback gathered from stakeholders.
Family Reads program promoted on social media monthly.
Attendance rate reported bi-monthly.
Educator's Handbook data reviewed monthly at SCC meeting.*

There are times when the planned expenditures in the goals of the plan are provided by the district, a grant, or another anticipated funding source leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

If current plans are funded by another source, additional School LAND Trust funds will be used to pay for the salary of instructional assistants to support literacy and math instruction.

Describe how and when progress will be communicated to stakeholders.

Stakeholders are members of the PTA, Leadership Team, and School Community Council. These committees meet regularly where this plan and its progress is discussed.

Describe the process of involving stakeholders including the School Community Council, in the creation of the school improvement plan.

The PTA, School Community Council, and Leadership Team were involved in planning the School Improvement Plan. They continue to meet monthly to provide feedback on the School Improvement Plan and discuss relevant data and progress of objectives.

List the names and roles of the individuals involved in the creation of the school improvement plan.

Tricia Biggs/ Principal, Rebecca Larsen/ Title 1 Coordinator, Cindy Goodman/Teacher, Laura Clark/Parent, Seth Call/ Parent, Wendy Jaskowick/Parent, Camila Silva/Parent, Elise Clifford/Teacher, Haley Holland/Teacher, Bobbie Wood/Teacher, Gaby Griggs/Teacher, Tara Buck/Teacher, Caroline Cobia/Teacher, Siera Rasmussen/Teacher

Strategic Plan Priority 3: Stewardship of Resources

Fund	Allocation	Total in Plan	Remaining to budget
General	\$146,965.00	\$9,200.00	\$137,765.00
TSSA	\$93,039.91	\$120,000.00	-\$26,960.09
Landtrust	\$76,453.36	\$80,000.00	-\$3,546.64
EARS 5364 (ML Only)	\$11,328.00	\$18,700.00	-\$7,372.00
TIII (ML) - no funds allooated this year *using EARS	\$0.00	\$0.00	\$0.00
TI 7501 Personnel	\$203,034.00	\$225,274.00	-\$22,240.00
TI 7502 Parent Engagement	\$3,318.00	\$3,400.00	-\$82.00
TI 7503 Tiered Instruction	\$0.00	\$7,400.00	-\$7,400.00
TI 7504 PD	\$0.00	\$1,000.00	-\$1,000.00
Teacher Quality	\$13,840.00	\$13,800.00	\$40.00