



Local Literacy Plan
for

Berwick Elementary School/St. Mary Parish

Debbie Domingue

Dr. Buffy Fegenbush

May 25, 2023





LOUISIANA'S LITERACY PILLARS



**LITERACY
GOALS**



**EXPLICIT INSTRUCTION,
INTERVENTIONS,
& EXTENSIONS**



**ONGOING
PROFESSIONAL
GROWTH**



FAMILIES

A foundation of **EQUITY** across all literacy practices ensures opportunities and access for every learner every day.

Section 1a: Literacy Vision and Mission Statement

Guiding Questions:

1. What is your school/system's focus and mindset around literacy?
2. What is your primary, overarching goal and expected or intended outcomes for your school(s) around literacy?
3. Is your vision and mission statement inclusive of all leaders, teachers, students, and families?

<i>Literacy Vision</i>	Berwick Elementary believes that reading creates life-long learners and leaders. We will foster a love of reading and create a feeling of excitement around literacy throughout our school.
<i>Literacy Mission Statement</i>	Berwick Elementary will prepare students to become powerful, independent, readers, writers, speakers, and thinkers. We are focused on working with all stakeholders to empower our community with the literacy skills they need to be lifelong readers.

Section 1b: Goals

Guiding Questions:

1. What are your overall [literacy goals](#)?



2. Are you creating [SMART goals](#) for grade bands, subgroups, diverse learners, and teachers?
- How are you measuring the performance of birth through grade 12?
 - What subgroups are most in need of literacy intervention?
 - How are you addressing the literacy and language needs of diverse learners?
 - How do you plan to measure teacher performance based on your literacy goals?

<i>Goal 1 (Student-Focused)</i>	70% of students will meet or exceed individual growth goals by May 2024, based on data collected from the BOY and EOY state approved literacy screener.	
<i>Goal 2 (Teacher-Focused)</i>	Teachers will demonstrate effective teaching practices that include meeting individual needs of students by using student data to effectively drive instruction as evidenced in subgroup literacy growth by 35% from the BOY to the EOY.	
<i>Goal 3 (Program-Focused)</i>	75% of our K-3 students will be reading on grade level or show adequate progress by the end of the school year on DIBELS mClass.	

Section 1c: Literacy Team

Guiding Questions:

1. Who will serve on the school/system literacy team?
2. What is the role of each member?
3. What is your plan for conducting regular meetings, including location, time, availability, and topics?
4. How are you monitoring the effectiveness of the plan?

<i>Member</i>	<i>Role</i>
Debbie Domingue	Principal
Rebecca Pye	Assistant Principal
Laine Mayon	Curriculum Facilitator
Alanna Knight	K teacher
Kayla Beam	1 st grade teacher
Shannon Adams	2 nd grade teacher
Kirstie Landry	3 rd grade teacher
Andrea Crappell	K-2 SPED teacher



Meeting Schedules

<i>Date</i>	<i>Time</i>	<i>Location</i>	<i>Topic(s)</i>
June 2023	Varies	Conference Room	Review goals of the literacy plan; make needed changes
Aug 2023	BOY	Conference Room	Review BOY Data at all levels: school, grade, teacher. Review student literacy plans & share with current teachers
Oct 2023	GLM/PLC	Conference Room	Review progress monitoring data; make needed changes within small grouping, etc.
Jan 2024	MOY	Conference Room	Review MOY Data at all levels: school, grade, teacher. Review student literacy plans, documenting student progress
Feb 2024	GLM	Conference Room	Review literacy plan, make needed changes based on data
March 2024	GLM/PLCs	Conference Room	Discuss professional development needs based on data
April 2024	EOY	Conference Room	Review MOY Data at all levels: school, grade, teacher. Review student literacy plans, documenting student progress.
May 2024	EOY	Conference Room	Identify 3 rd grade students scoring below “basic” achievement level in ELA and who are identified as reading below grade level. Create student literacy plan and conduct in person meeting with parents
May 2024	EOY	Conference Room	Discuss strengths and weaknesses of the plan Revisit goals and action plan. Review current individual literacy plans for the 2024-2025 school year

Section 2: Explicit Instruction, Interventions, and Extensions

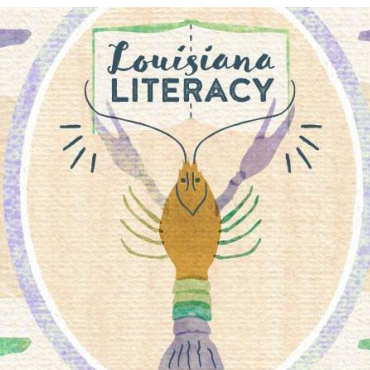
Guiding Questions:

- For each specific plan and activity around literacy, what is/are your:
 - action steps?
 - timeline?
 - person(s) responsible?
 - resources?
 - alignment to literacy goal(s)?



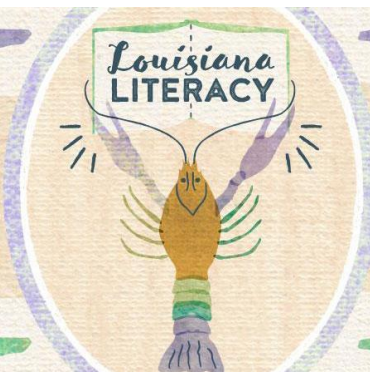
- evidence of success?
- 2. When implementing literacy curriculum and assessments, how are you ensuring:
 - alignment to current research on foundations of reading and language and literacy?
 - cultural responsiveness?
 - connections across content areas?
- 3. When utilizing literacy screeners, what are your plans for:
 - deciding which components will be measured in each grade band or subgroup?
 - how often screeners are administered?
 - progress monitoring?
 - screening and supporting students in upper grades effectively?
- 4. When planning for and providing literacy interventions for struggling readers and writers, are you including specifications for:
 - students with dyslexia?
 - the EL population?
 - special education students?
 - cultural and dialectical sensitivity?

The action plan table on the next page can be used to plan out specific action steps related to literacy goals.



Action Plan

Goal	Timeline	Action Steps	Person(s) Responsible	Resources	Evidence of Success
1	June 1 - June 30	Review prior year data to establish school system goals.	Data manager and academics team	Literacy screeners; LEAP scores	Students and subgroups demonstrate growth in year-to-year data.
	May 2023	PD – PK-2 regular ed. and special ed. teachers will receive Heggerty PD	District staff, CF, teachers		Sign-in sheet and agenda Walk through documentation
	July & Aug 2023	PD – Engage in literacy professional development	District staff, Admin, CF, literacy coaches, classroom teachers	* K-5 Small group instructional guidance * LDOE provided PD videos *CKLA K-5 coaching *District embedded PD	Sign-in sheet and agenda Walk through documentation Formal classroom observations
	Aug 2023	PD - School instructional staff will participate in BOY student goal setting PD, provided by CF	District staff, Admin, CF, literacy coaches, teachers	District provided PowerPoints	Sign-in sheet and agenda Documentation of student goal setting
	Aug 2023	Analyze Writings – Analyze EOY writings from previous grade level to identify strengths and weaknesses in reading and writing.	Admin, CF, literacy coaches, teachers	Student writings, Writing initiative	Sign-in sheet and agenda Student observation EOY writings



	August 2023 First 30 days Dec/Jan 23-24 April 2024	Administer DIBELS BOY, K-5 Administer DIBELS MOY, K-5 Administer DIBELS EOY, K-5	CF, teachers	State approved literacy screener	Students demonstrate growth towards benchmark goals
	Aug. to Dec. & Dec. to April	Intervention - PM those students who are performing below grade level at least every 10 days, K-5	teachers	State approved literacy screener	Student progress towards personal goals measured every 10 days
	August 2023 – May 2024	Intervention - Use 45 minutes of intervention time for small group instruction	Admin, CF, literacy coaches, teachers	LDOE - FIRE & LIFT kits CKLA	Lesson planning Walk through documentation Formal classroom observations
	August 2023 – May 2024	Instruction – Daily implementation of Heggerty phonemic awareness lessons	Teachers		Lesson planning Walk through documentation
	August 2023 – May 2024	PD – Analyze data (benchmarks, PM, assessments, observations) to make needed decisions on small group development and implementation interventions	Admin, CF, literacy coaches, Teachers	State approved literacy screener, weekly assessments, anecdotal notes	Adjusted instruction will be noted as a success in student growth academically
	August 2023 – May 2024	Extension – SPED and regular ed teachers will collaborate based on literacy needs of subgroups	Admin, CF, literacy coaches, teachers		Sign-in sheet and agenda Walk through documentation Formal classroom observations



	August 2023 – May 2024	Instruction – K-5 will utilize CKLA curriculum as intended	Admin, CF, literacy coaches, teachers	CKLA	Lesson planning Walk through documentation Formal classroom observations
	September 2023 – May 2024	Instruction – Implement sound walls in grades K-2	Teachers	LDOE Sound Wall LDOE Video for Sound Walls	Lesson planning Walk through documentation Formal classroom observations
	October 2023 – May 2024	Extension – Provide opportunities for after school tutoring for grades 3-5	Admin, CF, Teachers	LDOE - FIRE & LIFT kits CKLA	AST attendance Lesson plans
	September 2023 – May 2024	Extension – Reading Buddies to enhance literacy	Admin, CF, 4 th and 5 th grade students	CKLA, AR, Heggerty	Walk through documentation



Section 3: Ongoing Professional Growth

Guiding Questions:

1. On what are you basing your professional development needs? Are you considering:
 - teacher performance data
 - student performance data
 - observation cycles
 - teacher background knowledge and experience levels
2. When planning opportunities for [ongoing professional growth](#) for leaders and teachers, are you including plans for:
 - ongoing training and support?
 - coaching?
 - various types of PD offerings?
 - by whom, when, and how PD will be provided?
 - PD specific to foundations of reading and language and literacy?
 - PD on high-quality interactions (such as CLASS® for birth-grade 2)?
 - monitoring the implementation and effectiveness of professional development?
 - tailoring opportunities to individual needs of teachers?

Potential PD Planning

July & August District PD days	Content Area PD delivered to all teachers	All teachers, CFs, & school admin
August	State approved literacy screener – vendor	District staff, K-4 ELA teachers, CFs
September 2023 – May 2024	Small group instruction – How to Engagement Strategies (GLM/PLC) Classroom Management (GLM/PLC) MAST (new teacher program) CKLA (K-5) Coaching days (TBD) Literacy based PD opportunities Heggerty PD Writing Initiative	K-5 ELA teachers All content teachers All content teachers Newly hired teachers in all areas K-5 ELA teachers All K-5 teachers PK-1 Teachers



July 2023 – June 2024	School Support Institute (SSI) Cohorts	CIR & CLSD school leadership teams
-----------------------	--	------------------------------------

Section 4: [Family Engagement Around Literacy](#)

Guiding Questions:

- To improve [family engagement around literacy](#), how are you:
 - including families in focus groups and other discussions with teachers, students, and leaders around:
 - specific programs to address the school's mission?
 - families' concerns about literacy achievement?
 - students' attitudes toward reading and writing?
 - teachers' beliefs about student literacy and learning?
 - providing ongoing support and communication to families?
 - considering diverse families and their specific needs or challenges in regards to communication, technology, transportation, etc.?
 - using communication methods that accommodate all families?
- How are you working directly with community partners to:
 - engage families and the community?
 - invest in the literacy of our youth?
 - improve access to resources?
- What resources and tools are you sharing with families and community partners to enhance literacy?

	<i>Activity</i>	<i>Accessibility Opportunities</i>	<i>Community Partners</i>
June-July	Literacy packet		
August 2023	Open House		
August – September 2023	Positive phone calls home	EL translator Calling at different times of the day to reach all parents	
September	Book Blast	At home library	
September 2023	Inform families in their native language of student		



	proficiency level in literacy development, including a plan to address any deficiencies.		
October 2023	Share Grab and Go Activities with families to support at home learning.	Translated materials Varied levels of activities	
December 2023	Evaluate the impact of your current literacy-focused family engagement opportunities and plan.		
August 2023 to May 2024	Information, materials, and activities are provided in native language	EL para Translated materials iPad with Google translate	
September 2022-May 2023	Family engagement Activities (ELA, math, science, social studies nights	EL translator Translated materials Varied levels of activities	
Ongoing	Literacy practice for at home on newsletter		
August 2023, January 2024, & May 2024	Literacy screening results sent home including ways to help at home	Home language	
Ongoing	Parent teacher conference days - Provide info on the support services available and way to help struggling students		

Section 5: Alignment to other Initiatives



Guiding Questions:

1. To successfully implement, communicate, and monitor this literacy plan, what are some other district or school initiatives and plans to which you should be sure to connect? Consider:
- School Improvement Plan
 - Early childhood programs
 - Cross-curricular connections
 - Community programs
 - Alignment across schools within the system

Initiative Alignment

Early Childhood Programs	Frogstreet	TS Gold scores – BOY & EOY
CKLA	Amplify	
Kiwanis Club	Bugs/Terrific Kids	List of names submitted
Heggerty	Phonemic Awareness	
Accelerated Reader	Renaissance	



Section 6: Communicating the Plan

Guiding Questions:

1. What are the implementation expectations for schools?
 - Will schools have school-based literacy teams?
2. How will district-level personnel support schools in meeting those expectations?
3. How will you communicate the plan to families and community members?
4. How will you communicate the progress being made throughout the school year?
5. How will you ensure ongoing monitoring and implementation of this plan at the school-level?
 - Will you hold quarterly meetings?
 - Will you report on progress monitoring of the plan components and goals?

Communication Plan

<i>Stakeholder Group</i>	<i>Plan for Communicating</i>	<i>Timeline</i>
District level staff	Plan will be presented at the district team meeting and at site level meetings	November 2023
School faculty	First day faculty meeting will include a review of school literacy plan (add to agenda).	August 2023
Families/Communities	The Literacy Plan will be posted on the school website (link here) for parental feedback and comments. It will also be shared at Open House and Title I family meetings held throughout the year.	August 2023 Ongoing

Review the [School System Literacy Roadmap](#) for recommended timelines for action steps to promote literacy.

For additional guidance and resources, visit the [Louisiana Literacy's webpage](#), [Literacy Library](#), or email louisianaliteracy@la.gov.

Updated A 2022