

Wake County Public School System -School Improvement Planning <b>Summary of Goals, Key Processes and Action Steps 2005-2008</b>	
<b>Board Goal:</b> <i>By 2008, 95% of students in grades 3 through 12 will be at or above grade level as measured by NC EOG or EOC tests, and all student groups will demonstrate high growth.</i>	
<b>SCHOOL:</b> Apex MS	<b>LEA:</b> Wake County (920)
<b>SCHOOL GOAL:</b> Healthy Students and Safe, Orderly, Caring Schools	<b>GOAL MANAGER:</b> Administration, Guidance, and Physical Education Chair

**Key Processes & Action Steps: (3 Key Processes)**

1	<b>Key Process:</b>	Implement Character Education																																	
	<b>Process Manager:</b>	Guidance staff																																	
	<b>Completion Date:</b>	5/06																																	
	<b>Resources:</b>	Character Education traits Websites Guidance Department																																	
	<b>Restrainers:</b>	Incentives Data on computer test for ethics questions Curriculum demands on teachers																																	
	<b>Process Checks:</b>	Teacher's lesson plans Guidance record sheet and documentation																																	
<b>Action Steps:</b>																																			
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%; text-align: center; vertical-align: top;">1</td> <td style="width: 20%;"><b>Action Step:</b></td> <td>Incorporate character traits in school expectations for student behavior</td> </tr> <tr> <td></td> <td><b>Completion Date:</b></td> <td>5/06</td> </tr> <tr> <td></td> <td><b>Process Check:</b></td> <td>See Above</td> </tr> <tr><td colspan="3"> </td></tr> <tr> <td style="text-align: center; vertical-align: top;">2</td> <td><b>Action Step:</b></td> <td>Engage students in instructional techniques that engage students in building character</td> </tr> <tr> <td></td> <td><b>Completion Date:</b></td> <td>5/06</td> </tr> <tr> <td></td> <td><b>Process Check:</b></td> <td>See Above</td> </tr> <tr><td colspan="3"> </td></tr> <tr> <td style="text-align: center; vertical-align: top;">3</td> <td><b>Action Step:</b></td> <td>Continue programs that recognize and acknowledge students for good character</td> </tr> <tr> <td></td> <td><b>Completion Date:</b></td> <td>5/06</td> </tr> <tr> <td></td> <td><b>Process Check:</b></td> <td>See Above</td> </tr> </table>			1	<b>Action Step:</b>	Incorporate character traits in school expectations for student behavior		<b>Completion Date:</b>	5/06		<b>Process Check:</b>	See Above				2	<b>Action Step:</b>	Engage students in instructional techniques that engage students in building character		<b>Completion Date:</b>	5/06		<b>Process Check:</b>	See Above				3	<b>Action Step:</b>	Continue programs that recognize and acknowledge students for good character		<b>Completion Date:</b>	5/06		<b>Process Check:</b>	See Above
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2	<b>Key Process:</b>	Provide a safe and orderly climate
	<b>Process Manager:</b>	Administration
	<b>Completion Date:</b>	5/06
	<b>Resources:</b>	Administration SRO Staff
	<b>Restrainers:</b>	Meetings
	<b>Process Checks:</b>	Teacher handbooks Parent survey
<b>Action Steps:</b>		
<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p><b>1</b>            <b>Action Step:</b> Observe classrooms daily  <b>Completion Date:</b> 5/06  <b>Process Check:</b> See Above</p> </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p><b>2</b>            <b>Action Step:</b> Enforce WCPSS safe schools plan  <b>Completion Date:</b> 5/06  <b>Process Check:</b> See Above</p> </div> <div style="border: 1px solid black; padding: 5px;"> <p><b>3</b>            <b>Action Step:</b> Assemble students by grade level to review school expectations  <b>Completion Date:</b> 5/06  <b>Process Check:</b> See Above</p> </div>		

3	<b>Key Process:</b>	Provide for Healthful Living
	<b>Process Manager:</b>	Physical Education Department
	<b>Completion Date:</b>	5/06
	<b>Resources:</b>	Coaches PE/Healthful Living Department Science Department Cafeteria staff FACS teacher

<b>Restrainers:</b>	Healthful Living class time Facilities Equipment Scheduling Cafeteria menu
<b>Process</b>	Teacher lesson plans
<b>Checks:</b>	Cafeteria menu
<b>Action Steps:</b>	
<b>1</b>	<p><b>Action Step:</b> Ensure that good sportsmanship is incorporated into physical education and wellness curriculum</p> <p><b>Completion Date:</b> 5/06</p> <p><b>Process Check:</b> See Above</p>
<b>2</b>	<p><b>Action Step:</b> Implement lessons that promote good eating habits among adolescents</p> <p><b>Completion Date:</b> 5/06</p> <p><b>Process Check:</b> See Above</p>
<b>3</b>	<p><b>Action Step:</b> Promote a healthy lifestyle by engaging students in regular physical activity</p> <p><b>Completion Date:</b> 5/06</p> <p><b>Process Check:</b> See Above</p>