

Glendale Education Foundation, Inc. Summer School ACTION PLAN 1

Goal 1 (Area of Improvement): Continue to improve and expand the program by assembling, studying, and making decisions based on student success data, survey, and financial information. Communicate the findings to appropriate stakeholders.

Rationale: Critical Need: In order for the GEF Summer School to fulfill its mission and remain financially sustainable, it is important to be committed to continuous improvement. One of the critical areas of need is to maintain communication with the GUSD Principals and the GUSD leadership to make appropriate adjustments to assure continuous improvement. The analysis of student success data and financial data will be a key element of that communication.

Supporting Information Beginning with the first year of the GEF Summer School in 2013, the GEF Summer School Board complete a careful review of course completion data, grade data, and parent, student and teacher surveys. The policies will be reviewed.

Growth Targets
2016-2019 Once grade, course completion, and survey data from summer school are reviewed, targets will be planned for future years.

Monitor Progress Tools	Report Progress
<ul style="list-style-type: none"> • Student grade data • Student Course Completion Data • Parent, student, and teacher surveys • Data provided by students one year after completing summer school courses in sequential programs • Financial data 	<p>The GEF Summer School Board will review the data and suggest adjustments to the program . The data and the suggestions will be shared the GEF Board of Directors for comment and approval. In addition the data will be shared with the GUSD administration as the vast majority of students attended GUSD school. In addition, the data will be shared with the greater community at meetings and through newspaper articles, and advertisements.</p>

TASKS	RESPONSIBLE PERSON(S) INVOLVED	PROFESSIONAL DEVELOPMENT / RESOURCES	MEANS TO ASSESS IMPROVEMENT	TIMELINE	REPORTING TO
Gather grade data and course completion data	Registrar	Access to data	Compare data from current and future years	September (yearly)	Board of Directors
Conduct surveys and assemble results	Principals/Academic Coordinators	Development of survey, administering survey, compiling results, comparing results to previous years	Compare survey data from current and future years	July-September (yearly)	Board of Directors
Financial Review	Executive Director Summer School Board	Access to financial data and the development of projections for future years	Compare financial data to data from previous years	September (yearly)	Board of Directors
Review of data and adjust program and prepare plan for next year	Summer School Board/Academic Coordinators	Time to meet and review data	Compare to data from previous years	October (yearly)	Board of Directors
Present plan to full GEF Board of Directors for comment and approval	Summer School Committee	Comparative data and plan	Compare to data from previous years	Nov/Dec (yearly)	Board of Directors
Make adjustments to	Summer School	Access to website	Student parents	December	Potential

website documents based on plan	Board/Academic Coordinator		comments during registration and the next year's survey	(yearly)	summer school attendees
Report plan to Glendale Unified School District Administration and Counselors	Summer School Board/Academic Coordinator	Time to meet	Feedback from GUSD administration and counselors	January (yearly)	GUSD Administration and Counselors
Market revised program	Summer School Board/Academic Coordinator	Presentations at meetings, development of marketing plan, and enactment of marketing plan	Compare enrollment to prior years	January (yearly)	Community Potential summer school attendees