

# Quality Improvement Plan

## TEMPLATE

Desired Improvement Quality Standard	Previous CASP Score	Next Steps for Provider	Timeline/ Task	Technical Assistance Needed	Timeline/ TA

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## SAMPLE

Desired Improvement  Quality Standard	Previous CASP Score	Next Steps for Provider	Timeline/ Task	Technical Assistance Needed	Timeline/ TA
<p>Improve writing activities so they are intentionally linked to academics and developmental skills and work to build mastery in writing.</p> <p><i>Integrate, Skill Building</i></p>	2.9	<ol style="list-style-type: none"> <li>1 Meet with Summer Office to find teacher support for writing curriculum</li> <li>2 Identify specific and age and program – appropriate learning objectives for writing</li> <li>3 Revise lesson plans to include direct instructional and cooperative learning</li> </ol> <p>Develop pre and in service staff training and input on writing development activities</p>	<p>1 January 2 April 3 May</p>	<p>Investigate other writing camps/ organizations/ curriculum</p> <p>Review writing curriculum and make suggestions</p>	<p>1 January 2 May</p>
<p>Create a spirit of community and pride among all young people.</p> <p><i>Unique Program Culture, Program Spirit</i></p>	2.3	<ol style="list-style-type: none"> <li>1 Gather youth input on spirit activity design that foster pride and community</li> <li>2 Develop open and closing rituals, positive behavior rec., team names, cheers...</li> <li>3 Provide staff PD on spirit activities</li> </ol>	<p>1 Feb. 2 April 3 May</p>	<p>Review and provide suggestions to staff development and/or curriculum around creating program spirit</p> <p>Help identify possible trainer for summer culture</p>	April
<p>Establish a staff recruitment timeline with clear re-hire qualifications and expectations.</p> <p><i>Staff Recruitment Timeline</i></p>	1.5	<p>Set timeline for hiring</p> <p>Clarify and communicate the expectations of ASP staff to qualify for summer work.</p>	Feb.	Review and provide suggestions as needed	Feb.
<p>Develop and implement continual staff observation and feedback connected to lesson plan implementation and responsiveness to student issues.</p> <p><i>Staff Observation and Feedback</i></p>	2.3	<ol style="list-style-type: none"> <li>1 Create a PD and observations timeline</li> <li>2 Determine who will do the YPQA for which site (SC switch site for YPQA visit &amp; feedback)</li> <li>3 Develop and provide a five day pre-service orientation</li> <li>4 Develop a daily or weekly debriefing system on staff lesson plan implantation and responsiveness to student issues.</li> <li>5 Develop and provide a mid-program training and planning session</li> </ol>	<p>1 Feb. 2. Feb 3. May 4. May 5. May</p>	Review and provide suggestions for measurement tools	Feb - May