



GEAR UP District Plan Q & A

2010

Developing the GEAR UP Plan with College and Career Access Teams

Why do we need a team to develop our GEAR UP plan?

The GEAR UP plan has been modified each year to more clearly align with GEAR UP grant objectives and also to become an actionable and relevant document for your district. Our experience has been that plans created by one person do not reflect the depth and breadth of the college and career access work in your district. The team approach allows those of you who have a stake in the outcomes to collaborate by bringing your thoughts and experience to the table to create a plan you are collectively willing to implement.

When does the plan need to be submitted?

June 30, 2010

Who should be on our team?

- ★ Teams must include, at a minimum:
 - GEAR UP Liaison
 - Principal(s)
 - Guidance Counselor(s)
 - Leaders for college access initiatives in your district (MPF, MELMAC, JMG, TRiO, etc.)
- ★ Teams can also include:
 - Special Education Director
 - Teacher
 - Superintendent
 - Family member
 - Student
 - Community Member
 - Other individuals that will be involved in implementing the plan

What is the outcome of the planning process?

To collaboratively identify GEAR UP indicators on which our schools can improve, and to create a detailed, comprehensive, and data-driven plan to achieve those goals.

What information is needed to begin?

- ★ Data: GEAR UP, PSAT, SAT, NWEA, course grades, attendance, etc.
- ★ Other relevant school/grant plans (MELMAC, Literacy, CIPS etc)
- ★ GEAR UP Plan and assessment data from last year regarding progress toward goals and objectives

What will the process look like and how long will it take?

- ★ We have created an interactive process for teams to use in two 2-hour sessions
- ★ In the planning sessions the teams will:
 - Convene and use a process to develop their plan
 - Look at data related to creating and sustaining a college going culture and student achievement
 - Identify Gaps
 - Collaboratively choose which GEAR UP indicators to address in the plan
 - Brainstorm strategies and assign “leads” to gather information
 - Create plan which addresses the following questions for each indicator chosen:
 - a) What strategy/activity will you focus on to improve data for this indicator?
 - b) What will your School/District Leadership do to make this strategy/activity work?
 - c) What Professional Development activities do you need to make this strategy/activity work?
 - d) What Curriculum Improvement is necessary to make this strategy/activity work?
 - e) What Teaching and Learning Strategies are necessary to make this strategy/activity work?
 - f) What Student Level Supports are necessary to make this strategy/activity work?
 - g) What Family and Community Engagement supports are necessary to make this strategy/activity work?
 - h) How will you monitor the implementation of this strategy/activity?
 - i) How will you evaluate the implementation of this strategy/activity? What evidence will you have?
 - j) Who will provide oversight for implementation, monitoring and evaluation of this strategy/activity?

Who will facilitate the process for our team?

Either Beth Achille, Wendy Allen, or Betty Jordan (GEAR UP Regional Technical Assistance Coordinators-RTAC) will co-facilitate the process with your liaison.

When should we schedule our planning sessions?

In April and May

What happens between planning sessions?

- ★ Leads gather info and address questions under their objective
- ★ Liaisons are responsible for coordination, with the support of their RTAC, including:
 - Checking with leads and assisting if needed
 - Compiling info with help from RTAC if necessary
 - Making sure that necessary info/copies are ready for the meeting
 - Finding space and sending out a reminder to the team