

**AVID Summer Institute
Site Team Planning Strand
Exit Form**

State CA School Year 2012-2013
 County/Region Los Angeles
 District Los Angeles Unified School Dist
 Site Berendo Middle School
 Principal Rosa Trujillo
 Date Updated February 13, 2013

School Berendo Middle School
 Address 1157 S. Berendo St.
 City Los Angeles State CA ZIP 90006
 AVID Coord. Catherine Godin/Arum Han
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 Administrator Catherine Godin
 Phone (213) 739-5600 E-mail cag1866@lausd.net
 Number of AVID Elective Sections 4 Date First Implemented July 1, 2008

Site Plan Status

Complete and delivered to Regional/District Director **OR** Incomplete, will be delivered to Regional/District Director

Support Needs

Our needs for immediate or ongoing support include keeping us current on the latest AVID opportunities to support and move our certification process forward to the next levels.

AVID Site Team Members Presently Preparing Site Plan

Name Title/Role

Catherine Godin Counselor/Coordinator
Arum Han AVID 8th Grade Elective/English Teacher/Coordinator
Tamisha Ramos AVID 7th Grade Elective/English Teacher
Tahara Kapasi 8th Grade Science Teacher
Carlos Leon 8th Grade History Teacher
Jessica Lopez 8th Grade Algebra/ 7th Grade Math Teacher
Athena Meltzer 7th Grade Science Teacher
Ernie Delgado 7th Grade History Teacher

Signature of Coordinator

Signature of Administrator/Designee

Signature of Regional/District Director

AVID Site Team Plan

Essential # 4 Indicator #2

[For experienced sites, is this recommended in your CSS? YES NO]

AVID Level of Use Not AVID (Level 0) Meets Certification (Level 1) Routine Use (Level 2) Institutionalization (Level 3)

Critical Question How can we increase the number of students to receive a C or better in their core content classes? What systems can be put into place for their success?

Objective Increase the number of students receiving C or higher in their core content classes through accountability, self-reflection, and incentives.

Outcome	Action	Timeline	Evaluation
What do we want to achieve?	How will we make it happen? What expenditures are necessary? Who else needs to be involved (individuals/committees)? Who will take responsibility to see that this is accomplished? What is the relationship to district plans? What is the relationship to vertical alignment of ML and HS curriculum in our district?	When will we complete this? What will be the benchmark?	What evidence will we have to demonstrate our success?
At least 50% of AVID students receiving passing grades of C or better on their final report card.	<ul style="list-style-type: none"> • GPA calculations every grading period • Grade Tutorial Analysis every grading period • 8th grade lunch detention for students receiving lower than a C • Weekly learning logs • Identify students who are struggling during site team meetings • Ms. Godin has further meetings with parents and students when necessary 	On-going throughout the school year Progress reports	Progress reports and final second semester grades

COMPLETE THE FIRST THREE COLUMNS AS YOU PLAN. COMPLETE THE LAST COLUMN AS YOU GATHER EVIDENCE THROUGHOUT THE SCHOOL YEAR.

AVID Site Team Plan

Essential # 8 Indicator #2

[For experienced sites, is this recommended in your CSS? YES NO]

AVID Level of Use Not AVID (Level 0) Meets Certification (Level 1) Routine Use (Level 2) Institutionalization (Level 3)

Critical Question How do we implement the 16-hour training for our cross-age tutors during the school day? How can we train them effectively and differently from college-age tutors?

Objective Train our cross-age tutors to be effective supporters of the tutorial process.

Outcome	Action	Timeline	Evaluation
What do we want to achieve?	How will we make it happen? What expenditures are necessary? Who else needs to be involved (individuals/committees)? Who will take responsibility to see that this is accomplished? What is the relationship to district plans? What is the relationship to vertical alignment of ML and HS curriculum in our district?	When will we complete this? What will be the benchmark?	What evidence will we have to demonstrate our success?
Train cross-age tutors to be reliable and flexible in order to support the tutorial process.	<ul style="list-style-type: none"> • Completing portions of the 16-hour training packet designated for cross-age tutors • 8th grade AVID students are facilitating tutorials twice a week for the 7th grade AVID elective classes • Receiving support from AVID elective teacher through modeling and direct instruction 	We started December 2012 and it will end June 2013. Checking the progress and having discussions of the 16-hour tutoring packet with AVID elective teacher On-going observation of tutors by AVID elective teachers	Completion of the 16-hour tutoring packet

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AVID Site Team Plan

Essential # 8 Indicator #3

[For experienced sites, is this recommended in your CSS? YES NO]

AVID Level of use Not AVID (Level 0) Meets Certification (Level 1) Routine Use (Level 2) Institutionalization (Level 3)

Critical Question How can we keep the 7:1 student/tutor ratio without district-funded tutors?

Objective Maintain the 7:1 student/tutor ratio through other means.

Outcome	Action	Timeline	Evaluation
What do we want to achieve?	How will we make it happen? What expenditures are necessary? Who else needs to be involved (individuals/committees)? Who will take responsibility to see that this is accomplished? What is the relationship to district plans? What is the relationship to vertical alignment of ML and HS curriculum in our district?	When will we complete this? What will be the benchmark?	What evidence will we have to demonstrate our success?
Maintain the 7:1 student/tutor	<ul style="list-style-type: none"> • Training of cross-age tutors (8th grade AVID students tutoring in 7th grade AVID elective classes) • Use college-age tutors from Gear Up whenever available • Teaching Assistant from the Joint Education Project of the University of Southern California 	On-going throughout school year. Monitor attendance of cross-age tutors through a sign-in sheet.	Cross-age tutor sign-in sheets Schedule of Gear Up tutors Rubric in the 16-hour training packet to evaluate cross-age tutors

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