

Table 1. Plan of Operation Sample Table for One Activity

<b>Direct Academic Services to Jones High School Students</b>						
<b>Objective:</b> Increase the number of GEAR UP students at ABC High School who score proficient on the Algebra/Data Analysis High School Assessment (HSA). <b>Outcome:</b> At the end of the Algebra Institute (1/09), 75% (45) of the participants who scored between 380-411 on the 2009 Algebra/Data Analysis HSA will increase their score to 412 or higher on the January 2010 Algebra/Data Analysis HSA.						
<b>Activity description and content area addressed</b>	<b>Implementation process</b>	<b>When activity will occur</b>	<b>Expected number of participants at each session</b>	<b>Evaluation Plan</b>	<b>Date (s)</b>	<b>Person (s) Responsible</b>
Algebra Institute	<ol style="list-style-type: none"> <li>1. Assess students' specific areas of academic need</li> <li>2. Based on students' areas of academic need, identify lesson plans.</li> <li>3. Recruit and hire instructors.</li> <li>4. Recruit students by speaking in classrooms, calling parents, and sending home reminders.</li> <li>5. Administer 2009 sample algebra HSA to assess the student progress.</li> </ol>	Fall 2009	60	<ol style="list-style-type: none"> <li>1. Work with GEAR UP coordinator to collect baseline data on student academic standing (individual State test scores and grades) and based on data determine specific content areas to be covered.</li> <li>3. Project director will work with instructors and, as appropriate, GEAR Up site coordinator, to use formative assessment methods to determine student progress throughout summer institute.</li> <li>4. At end of institute, evaluate students' completed work and post-test (HSA).</li> </ol>	<p>Planning 07/2009 thru 1/2010</p> <p>Institute 8/7/09 thru 1/9/2010</p>	<ol style="list-style-type: none"> <li>1. Dorothy Walker, project director</li> <li>2. Institute Instructors</li> <li>3. Jennifer Sneal, project evaluator</li> </ol>