

BIBB COUNTY SCHOOL DISTRICT
Dr. Dan A. Sims, Superintendent

ACTION MEMORANDUM

To: Bibb County Board of Education, Dr. Dan A. Sims, Superintendent
From: Olena Stadnik, Director of Elementary Services
Dr. Ethel Lett, Assistant Superintendent of Teaching and Learning
Subject: Step Up to Writing Renewal

Summary:

Step Up to Writing is a systematic and explicit approach to teaching all aspects of writing to students by breaking each aspect into smaller steps. Additionally, it is necessary for teachers to receive on-going job-embedded coaching on the effective implementation of these strategies to ensure student success.

Background:

Writing is a critical production skill that students use daily to demonstrate what they know, think, have learned and experienced. Each of the critical steps of writing must be taught and practiced continually. Step Up to Writing is a systematic and explicit approach to teaching all aspects of writing to students by breaking each aspect into smaller steps. The program provides a wide range of strategies: from basic foundational strategies to more advanced strategies.

Teachers will have access to step-by-step instructions for lessons, professional development videos, progress-monitoring suggestions, writing prompts, scoring guides, and other tools to enhance their writing instruction in the classroom. Job-embedded coaching will be received throughout the year focused on preparing teachers for upcoming units of writing and providing feedback through student writing analysis to increase the effectiveness of writing instruction.

Recommendation:

It is recommended that the Bibb County Board of Education authorizes the Superintendent to approve the purchase of the Step Up to Writing materials and professional development for use during the 2025-2026 school year. The cost will not exceed \$176,000 which will come from General funds.

Superintendent's Comments and Approval:

Superintendent's Comments	Approved / Not Approved
Dr. Dan A. Sims	Approved