BIBB COUNTY SCHOOL DISTRICT

Dr. Dan A. Sims, Superintendent

ACTION MEMORANDUM

To: Board of Public Education for Bibb County ("Board)
Dr. Dan A. Sims, Superintendent

From: Olena Stadnik-Floore, Director of Elementary Services
Dr. Ethel Lett, Assistant Superintendent of Teaching and Learning

Subject: Renewal of Step Up to Writing

Summary

Step Up to Writing is a systematic, explicit writing program that supports students through clearly sequenced instruction from foundational to advanced writing skills. K–5 student writing performance has steadily improved, with grades 3–5 demonstrating 10% growth in ELA Milestones Informational Writing and 8% growth in Opinion Writing during the 2024–2025 school year.

Background

Writing is a critical skill students use daily to communicate learning and thinking. Step Up to Writing breaks the writing process into manageable steps that are explicitly taught and continually practiced. The program provides teachers with structured lesson guidance, professional learning videos, progress-monitoring tools, writing prompts, and scoring guides. Teachers also receive job-embedded coaching throughout the year focused on upcoming writing units and student work analysis to strengthen instructional effectiveness.

Recommendation

It is recommended that the Bibb County Board of Education authorizes the Superintendent to approve the purchase of Step Up to Writing materials and professional development for use during the 2026-2027 school year. The cost will not exceed $176,000 which will come from General funds.

Superintendent's Comments and Approval

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