

# **The Reading Specialist**

submitted by Shannon Bignell 1/9/2026

The Reading Specialist supports literacy achievement for all students by providing targeted reading instruction and serving as a literacy leader for staff. This role focuses on early intervention, data-driven decision making, and effective implementation of district literacy practices.

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## **Supervise Student Instruction & Intervention**

*Goal: Refine a Multi-Tiered System of Supports reading intervention model where at least 90% fidelity in implementation and measurable gains for students receiving support.*

Action steps and evidence:

- Provide evidence-based reading instruction to students needing additional literacy support. This year, the instruction is being provided by Holly Sweeny (retired Reading Specialist), Coleen Pember (former teacher), and Angela Hellmann.
- **Approve reading interventions** based on assessment data and student need.
- Work with intervention staff to monitor student progress and adjust instruction accordingly.

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## **Assessment, Data & Progress Monitoring/Collaboration & Scheduling**

*Goal: Build a systematic data review cycle for teachers where they use data to plan differentiated reading instruction.*

Action steps and evidence:

- Provide **AimsWeb training** to ensure accurate assessment administration and interpretation. (Google Classroom)
- Analyze literacy data to identify students requiring intervention.
- Lead **follow-up data conversations** with teachers and PRPS staff to review progress and plan next steps.
- Collaborate with teachers and administrators to **develop and manage intervention schedules**.
- Create an **assessment calendar** including assessment dates, subs, data meetings and intervention planning.

**Post assessment Collaborative Team Meetings (CTMs) and formal Data Days. See assessment calendar in Google Classroom and in Google Calendar.**

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## **Professional Learning & Instructional Leadership**

*Goal: Lead literacy-focused professional learning that increases instructional quality by increasing confidence and application of strategies in classrooms. (measured by surveys/walkthroughs)*

Action steps and evidence:

- Provide training and ongoing support for **approved literacy interventions**. EAR reading fluency, Top 10 Tools, UFLI.
- Model effective reading strategies and support fidelity of implementation.

- Update resources for Bulldog Time groups (decodable books, pencil grips, writing paper, letter tiles, etc)
- Serve as a literacy resource aligned with district curriculum and best practices. (See Google Classroom)

**Supported by Cesa 11 Theresa Stanley and myself.**

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## **Communication & Schoolwide Support**

*Goal: Build strong home-school partnerships to promote reading outside of the classroom as measured by increased family participation and reported reading at home.*

Action steps and evidence:

- Maintain clear communication with staff regarding student progress and literacy initiatives.
- Report growth trends, intervention results, and teacher feedback to Administration and School Board.
- Support schoolwide literacy goals through prevention, early intervention, and continuous improvement.

**Supporting ELC through their work with Little Bulldogs Playgroup, data reviews and goal setting, Google Classroom.**

## **Act 20 Updates:**

[Act 20 Annual Reporting | Wisconsin Department of Public Instruction](#)

 24-25 Act 20 Report DPI

**Current Data/Trends:** Our first round of Act 20 assessments and reporting was winter 2025. We are currently in the midst of our winter assessment window and will have more information for the February meeting.

## **Title 1 Family Engagement:**

September: 1st grade Literacy Night

October: Little Bulldogs Playgroup/Halloween Parade

November: Veteran's Day Assembly

December: Little Bulldogs Playgroup/Holiday Programs

January:  2026 Family Math Night

February: Little Bulldogs Playgroup

March: Reading Week (Reading and Rolls/Guest Speakers/Read-a-thon)

April: Title 1 Annual Review Meeting

May: Reinvention Fair/Outdoor Games and Summer Learning Opportunities