

Comprehensive Plan Report

A detailed report showing activity of the district or school team's work on the improvement plan including assessments, plans, tasks, monitoring, and implementation for selected time periods.

May 13, 2016

Dunbar Magnet Middle School NCES - 50900000608

Little Rock School District

School Success Indicators

Key Indicators are shown in **RED**.

School Leadership and Decision Making			
Establishing a team structure with specific duties and time for instructional planning			
Indicator	ID01 - A team structure is officially incorporated into the school governance policy.(36) (All Schools,Focus,Priority)		
Status	Tasks completed: 11 of 12 (92%)		
Assess	Level of Development:	Initial: Limited Development 09/15/2015	
		Objective Met - 12/08/2015	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Team information is included in staff meetings and disseminated to all staff.	
Plan	Assigned to:	Steven Wise	
	How it will look when fully met:	ALT team information/minutes will be uploaded to the Indistar system. The ALT will received an access ID and password to Indistar. Team by-laws will be distributed to all team members by Email. The Indistar, access IDs and by-laws are documented with Emails.	
	Target Date:	11/16/2015	
	Tasks:		
	1. SIS will upload ALT minutes in a timely manner. Indistar will serve as documentation.		
	Assigned to:	Steven Wise	
	Added date:	10/26/2015	
	Target Completion Date:	11/16/2015	
	Frequency:	twice monthly	
	Comments:	Indistar serves as documentation of timely uploading.	
	Task Completed:	12/8/2015 12:00:00 AM	
	2. The ALT will provide parents/public a guest username and password for the Indistar system. Copy of Email/parent letter will serve as documentation.		
	Assigned to:	Eunice Thrasher	

		Added date:	11/17/2015
		Target Completion Date:	11/30/2015
		Frequency:	once a year
		Comments:	Principal shared public access information with stakeholders.
		Task Completed:	12/8/2015 12:00:00 AM
	3. The LH SIS will meet weekly with the principal for school improvement updates. Indistar will serve as documentation.		
		Assigned to:	Steven Wise
		Added date:	11/17/2015
		Target Completion Date:	11/30/2015
		Frequency:	weekly
		Comments:	Implemented
		Task Completed:	12/8/2015 12:00:00 AM
	4. The LH SIS will meet with ADE officials for school improvement updates. Sign in sheets and handouts will serve as documentation.		
		Assigned to:	Steven Wise
		Added date:	11/17/2015
		Target Completion Date:	11/30/2015
		Frequency:	monthly
		Comments:	Implemented
		Task Completed:	12/8/2015 12:00:00 AM
	5. The LH SIS will meet regularly with district level administrators for school improvement updates. Sign in sheets/handouts will serve as documentation.		
		Assigned to:	Steven Wise
		Added date:	11/17/2015
		Target Completion Date:	11/30/2015
		Frequency:	monthly
		Comments:	Implemented
		Task Completed:	12/8/2015 12:00:00 AM
	6. The ALT minutes will be disseminated to the staff in a timely manner. Staff meeting agendas will serve as documentation.		
		Assigned to:	Eunice Thrasher
		Added date:	11/18/2015
		Target Completion Date:	05/02/2016
		Frequency:	monthly
		Comments:	Implemented
		Task Completed:	12/8/2015 12:00:00 AM
	7. Using Wise Ways and the Indistar Self Assessing Rubric. DMMS will create an Academic Leadership Team (ALT) composed of a diverse group of members representing the DMMS staff.		
		Assigned to:	Eunice Thrasher

		Added date:	03/30/2016
		Target Completion Date:	12/01/2015
		Frequency:	once a year
		Comments:	
		Task Completed:	1/4/2016 12:00:00 AM
	8. The ALT will receive usernames and passwords for access to the Indistar system. Copy of Email will serve as documentation.		
		Assigned to:	Steven Wise
		Added date:	03/30/2016
		Target Completion Date:	01/04/2016
		Frequency:	once a year
		Comments:	
		Task Completed:	1/5/2016 12:00:00 AM
	9. The LHSIS will request from ADE contact for an example FOCUS school for a potential site visit. Information will be forwarded to the principal.		
		Assigned to:	Steven Wise
		Added date:	04/26/2016
		Target Completion Date:	04/12/2016
		Comments:	
		Task Completed:	4/26/2016 12:00:00 AM
	10. The LHSIS will provide contact on other ALT FOCUS schools in district for possible site visit.		
		Assigned to:	Steven Wise
		Added date:	04/26/2016
		Target Completion Date:	05/31/2016
		Comments:	visit was scheduled and cancelled
		Task Completed:	4/28/2016 12:00:00 AM
	11. The LHSIS will contact the ADE SIS for a technical assistance visit to the ALT meeting for feedback on compliance, operation, and efficiency.		
		Assigned to:	Steven Wise
		Added date:	04/26/2016
		Target Completion Date:	05/09/2016
		Comments:	Visit was scheduled but testing prevented teacher attendance; meeting was re-scheduled but ADE was unavailable to attend.
		Task Completed:	4/28/2016 12:00:00 AM
	12. Indistar guest access username and password will be added permanently to school website.		
		Assigned to:	Eunice Thrasher
		Added date:	04/28/2016
		Target Completion Date:	05/30/2016
		Comments:	

Implement	Percent Task Complete:	92%
	Objective Met:	12/8/2015
	Experience:	12/8/2015 It is important to maintain a open line of communication between ADE and the school and from the school to ADE.
	Sustain:	12/8/2015 Continue to include all stakeholders in information dissemination.
	Evidence:	12/8/2015 Agendas and attendance records in Indistar will serve as documentation.
Indicator	ID04 - All teams prepare agendas for their meetings.(39)(All Schools,Focus,Priority)	
Status	Tasks completed: 1 of 3 (33%)	
Assess	Level of Development:	Initial: Limited Development 09/08/2015
		Objective Met - 12/08/2015
	Index:	6 (Priority Score x Opportunity Score)
	Priority Score:	3 (3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2 (3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	All teachers are asked to document any and all meetings with an agenda.
Plan	Assigned to:	Eunice Thrasher
	How it will look when fully met:	All meetings will include an agenda for documentation. Agendas will serve as documentation of the meetings.
	Target Date:	05/31/2016
	Tasks:	
	1. All meetings (ALT, Staff, Collaboration, PD, Etc.) will be documented with an agenda.	
	Assigned to:	Eunice Thrasher
	Added date:	09/08/2015
	Target Completion Date:	05/31/2016
	Frequency:	monthly
	Comments:	All meetings are required to provide agendas and documentation of attendance.
	Task Completed:	12/8/2015 12:00:00 AM
	2. All parent/community meetings will be documented with an agenda.	
	Assigned to:	Jason Raymond
	Added date:	04/26/2016
	Target Completion Date:	05/31/2016
	Frequency:	twice a year
	Comments:	
	3. All PTSA meetings will be documented with an agenda.	
	Assigned to:	Eunice Thrasher

		Added date:	04/26/2016
		Target Completion Date:	05/31/2016
		Frequency:	twice a year
		Comments:	
Implement	Percent Task Complete:		33%
	Objective Met:		12/8/2015
	Experience:		12/8/2015 It is important to document any and all professional meetings along with attendance. Leading by example, DMMS administration has created a standard operating procedure that will filter down to the individual teacher level.
	Sustain:		12/8/2015 It is important to inspect what you expect from teachers to insure consistency and validity of documentation.
	Evidence:		12/8/2015 Meeting agendas will serve as documentation along with Indistar documents.
Indicator	ID07 - A Leadership Team consisting of the principal, teachers who lead the Instructional Teams, and other key professional staff meets regularly (twice a month or more for an hour each meeting).(42)(All Schools,Focus,Priority)		
Status	Tasks completed: 4 of 6 (67%)		
Assess	Level of Development:		Initial: Limited Development 09/08/2015
			Objective Met - 02/08/2016
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:		DMMS has created and Academic Leadership Team as recommended by Wise Ways and the Indistar Self Assessing Rubric. The team meets twice a month. Each meeting is documented with agenda.
Plan	Assigned to:		Eunice Thrasher
	How it will look when fully met:		The DMMS Academic Leadership Team (ALT)will meet twice a month to update school improvement data, assign and assess tasks. Agenda from the ALT meeting will serve as documentation.
	Target Date:		05/31/2016
	Tasks:		
			1. All Academic Leadership Team (ALT)meetings will be documented with an agenda. Indistar will serve as documentation.
		Assigned to:	Eunice Thrasher
		Added date:	09/08/2015
		Target Completion Date:	05/31/2016
		Frequency:	monthly
		Comments:	

		Task Completed:	2/5/2016 12:00:00 AM
		2. SIS will submit ALT minutes in a timely manner into Indistar system. Indistar will serve as documentation.	
		Assigned to:	Steven Wise
		Added date:	10/26/2015
		Target Completion Date:	11/16/2015
		Frequency:	twice monthly
		Comments:	
		Task Completed:	2/5/2016 12:00:00 AM
		3. SIS will distribute to ALT an access ID and User password so ALT can check progress and evaluate input. Email of access ID will serve as documentation.	
		Assigned to:	Steven Wise
		Added date:	10/26/2015
		Target Completion Date:	11/16/2015
		Comments:	
		Task Completed:	2/5/2016 12:00:00 AM
		4. The ALT will be provided appropriate Wise Ways as necessary in addition to their access to Indistar for each indicator along with an indicator worksheet.	
		Assigned to:	Steven Wise
		Added date:	03/30/2016
		Target Completion Date:	12/04/2015
		Frequency:	monthly
		Comments:	
		Task Completed:	1/28/2016 12:00:00 AM
		5. Grade level and Departmental Teams will document meetings with agendas and collaborative forms. Agendas and forms will serve as documentation.	
		Assigned to:	Natalie Holliman
		Added date:	03/30/2016
		Target Completion Date:	05/10/2016
		Frequency:	monthly
		Comments:	
		6. SIS will attend ADE meetings, district meetings, and principal/SIS meetings to insure continuity.	
		Assigned to:	Steven Wise
		Added date:	03/30/2016
		Target Completion Date:	05/10/2016
		Frequency:	monthly
		Comments:	
Implement	Percent Task Complete:	67%	
	Objective Met:	2/8/2016	

	Experience:	2/8/2016 We went through several transitions and schedule changes in order to incorporate more staff members on the team.	
	Sustain:	2/8/2016 Continued effort and dedication to the purpose of the ALT meeting.	
	Evidence:	2/8/2016 Agendas and Indistar will serve as evidence.	
Indicator	ID10 - The Leadership Team regularly looks at school performance data and aggregated classroom observation data and uses that data to make decisions about school improvement and professional development needs.(45)		
Status	Tasks completed: 2 of 5 (40%)		
Assess	Level of Development:	Initial: Limited Development 11/18/2015	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Currently the team uses available data provided by the district or state through annual assessments. A constant change in state assessment has left data somewhat limited in specific applications.	
Plan	Assigned to:	Eunice Thrasher	
	How it will look when fully met:	All school performance based planning decisions will be based on valid and reliable data applicable to our staff and students. Data collection will be ongoing and constant throughout the year to identify strengths and weaknesses in order to monitor and adjust instructional practices to address student needs. All leadership meeting agendas will include data dissemination and analysis. Meeting agendas will serve as documentation.	
	Target Date:	05/02/2016	
	Tasks:		
	1. Instructional facilitators will report to the ALT a minimum of four times a year on all quarterly assessments and other forms of assessments given during this period. ALT meeting agendas and Indistar will serve as documentation.		
	Assigned to:	Natalie Holliman	
	Added date:	11/18/2015	
	Target Completion Date:	05/02/2016	
	Frequency:	four times a year	
	Comments:		
	2. English teachers will administer at least once the MyOn Lexile Test to all students to determine individual lexile reading level. Summary results will serve as documentation.		
	Assigned to:	Nell Weaver	
	Added date:	11/18/2015	
	Target Completion Date:	05/02/2016	
	Frequency:	once a year	

		Comments:	
		Task Completed:	2/5/2016 12:00:00 AM
		3. Teachers will use SOAR test data to guide instruction through professional development, instructional strategies, differentiated instruction, disciplinary literacy, and collaboration. Sign in sheets and agendas will serve as documentation.	
		Assigned to:	Nell Weaver
		Added date:	11/18/2015
		Target Completion Date:	05/02/2016
		Frequency:	four times a year
		Comments:	
		4. Math teachers will use Scholastic Math Inventory to monitor student progress and student need. Summary results will serve as documentation.	
		Assigned to:	Natalie Holliman
		Added date:	11/18/2015
		Target Completion Date:	05/02/2016
		Frequency:	three times a year
		Comments:	
		Task Completed:	2/5/2016 12:00:00 AM
		5. English teachers will administer at least 3 times a year Accelerated Reader STAR test to all students to determine student reading level. Summary results will serve as documentation.	
		Assigned to:	Nell Weaver
		Added date:	11/18/2015
		Target Completion Date:	05/02/2016
		Frequency:	three times a year
		Comments:	
Implement	Percent Task Complete:		40%
Indicator	ID11 - Teachers are organized into grade-level, grade-level cluster, or subject-area Instructional Teams.(46)		
Status	Objective Met 12/8/2015		
Assess	Level of Development:	Initial: Limited Development 11/18/2015	
		Objective Met - 12/08/2015	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	School is organized into grade level teams.	
Plan	Assigned to:	Eunice Thrasher	
	How it will look when fully met:	The DMMS master schedule would include regular dedicated collaboration periods, teaming periods, and preparation periods. Meeting agendas will serve as documentation.	

	Target Date:	05/02/2016
	Tasks:	
	1. DMMS master schedule will include collaboration periods for all teachers. Master schedule will serve as documentation.	
	Assigned to:	Eunice Thrasher
	Added date:	11/18/2015
	Target Completion Date:	05/02/2016
	Frequency:	once a year
	Comments:	DMMS Master Schedule includes collaborative period for core teachers.
	Task Completed:	12/8/2015 12:00:00 AM
	2. Grade level team meetings will be documented with a team meeting form and kept in a team notebook. Completed forms will serve as documentation.	
	Assigned to:	Eunice Thrasher
	Added date:	11/18/2015
	Target Completion Date:	05/02/2016
	Frequency:	monthly
	Comments:	Grade level teams responsible for keeping documentation in team notebook.
	Task Completed:	12/8/2015 12:00:00 AM
	3. A schedule of collaborative meetings will be created for administrator observation and LIF/MIF participation. A copy of the schedule will serve as documentation.	
	Assigned to:	Eunice Thrasher
	Added date:	11/18/2015
	Target Completion Date:	05/02/2016
	Frequency:	monthly
	Comments:	A schedule of collaborative meetings has been submitted to the principal.
	Task Completed:	12/8/2015 12:00:00 AM
	4. All embedded PD and collaborative activities will be documented with collaboration forms. Completed collaboration forms will serve as documentation.	
	Assigned to:	Eunice Thrasher
	Added date:	11/18/2015
	Target Completion Date:	05/02/2016
	Frequency:	monthly
	Comments:	In order to receive PD credit all PLCs and Embedded PD must include and agenda/attendance for credit.
	Task Completed:	12/8/2015 12:00:00 AM
Implement	Percent Task Complete:	100%
	Objective Met:	12/8/2015
	Experience:	12/8/2015 It is important that teachers have access to regular and dedicated collaborative planning within core subjects.

	Sustain:	12/8/2015 It is important to monitor school wide implementation of content collaboration.	
	Evidence:	12/8/2015 Completed collaborative forms will serve as documentation.	
School Leadership and Decision Making			
Focusing the principal's role on building leadership capacity, achieving learning goals, and improving instruction			
Indicator	IE05 - The principal participates actively with the school's teams. (56)		
Status	Tasks completed: 1 of 3 (33%)		
Assess	Level of Development:	Initial: Limited Development 09/08/2015	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Principal or designee to ensure sound practice, regular attends team and collaboration meetings. Classroom observation data and meeting agendas will serve as documentation.	
Plan	Assigned to:	Eunice Thrasher	
	How it will look when fully met:	An administrative schedule will be developed to insure the principal or designee attends team and collaborative meetings each month. The schedule and meeting forms will serve as evidence.	
	Target Date:	05/31/2016	
	Tasks:		
	1. The principal or designee will regularly attend collaboration and team meetings. Sign in sheets will serve as documentation.		
	Assigned to:	Eunice Thrasher	
	Added date:	11/17/2015	
	Target Completion Date:	04/29/2016	
	Frequency:	four times a year	
	Comments:		
	Task Completed:	4/26/2016 12:00:00 AM	
	2. The LHSIS will provide the principal with administrator observation data for collaborative meetings (CIS).		
	Assigned to:	Steven Wise	
	Added date:	04/26/2016	
	Target Completion Date:	05/31/2016	
	Frequency:	weekly	
	Comments:		

		3. The LHSIS will provide the principal with observation data from the last two years for comparison.	
		Assigned to:	Steven Wise
		Added date:	04/26/2016
		Target Completion Date:	05/31/2016
		Frequency:	once a year
		Comments:	
Implement	Percent Task Complete:	33%	
Indicator	IE07 - The principal monitors curriculum and classroom instruction regularly.(58)		
Status	Tasks completed: 0 of 2 (0%)		
Assess	Level of Development:	Initial: Limited Development 11/17/2015	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	The principal or designee will monitor teacher lesson plans when conducting classroom observations. Classroom observation data will serve as documentation.	
Plan	Assigned to:	Eunice Thrasher	
	How it will look when fully met:	All teachers will have current records and appropriate lesson plans. All teachers will use current and appropriate lesson plans. All lessons will be standards based. Classroom observation will serve as documentation.	
	Target Date:	04/29/2016	
	Tasks:		
		1. The principal or designee will check lesson plans during classroom observations. Classroom observation data will serve as documentation.	
		Assigned to:	Eunice Thrasher
		Added date:	11/17/2015
		Target Completion Date:	11/30/2015
		Frequency:	four times a year
		Comments:	
		2. The LHSIS will provide the principal classroom observation summaries (CIS) each week for analysis.	
		Assigned to:	Steven Wise
		Added date:	04/26/2016
		Target Completion Date:	05/31/2016
		Frequency:	weekly
		Comments:	
Implement	Percent Task Complete:	0%	

Indicator	IE13 - The principal offers frequent opportunities for staff and parents to voice constructive critique of the school's progress and suggestions for improvement.(64) (Focus)		
Status	Tasks completed: 1 of 3 (33%)		
Assess	Level of Development:	Initial: Limited Development 09/08/2015	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Parents and teachers are given the opportunity to provide constructive critique of the schools progress through collaborative meetings, PTSA meetings, and parental involvement opportunities.	
Plan	Assigned to:	Eunice Thrasher	
	How it will look when fully met:	Parents and teachers are able to openly voice constructive critique of the school's progress through collaborative meetings, PTSA meetings, and parental involvement opportunities	
	Target Date:	05/31/2016	
	Tasks:		
	1. English teachers are provided frequent opportunities to provide constructive critique with LIF through collaborative meetings. Collaborative forms will serve as documentation.		
	Assigned to:	Nell Weaver	
	Added date:	09/08/2015	
	Target Completion Date:	05/31/2016	
	Frequency:	monthly	
	Comments:		
	2. Math teachers are provided frequent opportunities to provide constructive critique with MIF through collaborative meetings. Collaboration forms will serve as documentation.		
	Assigned to:	Natalie Holliman	
	Added date:	09/08/2015	
	Target Completion Date:	05/31/2016	
	Frequency:	monthly	
	Comments:		
	3. Parents are provided frequent opportunities to provide constructive critique with parent involvement coordinator through PTSA meetings and Parental Involvement events. Meeting agendas and /or sign in sheets will serve as documentation.		
	Assigned to:	Jason Raymond	
	Added date:	09/08/2015	
	Target Completion Date:	05/31/2016	
	Frequency:	monthly	
	Comments:		
	Task Completed:	2/5/2016 12:00:00 AM	

Implement	Percent Task Complete:	33%
School Leadership and Decision Making		
Aligning classroom observations with evaluation criteria and professional development		
Indicator	IF01 - The principal compiles reports from classroom observations, showing aggregate areas of strength and areas that need improvement without revealing the identity of individual teachers.(65)	
Status	Tasks completed: 1 of 3 (33%)	
Assess	Level of Development:	Initial: Limited Development 09/08/2015
	Index:	6 (Priority Score x Opportunity Score)
	Priority Score:	3 (3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2 (3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	The principal consults/disseminates the Classroom Observation Data in the Crystal Reports in administrative meetings for determining proper teacher assistance and professional development.
Plan	Assigned to:	Eunice Thrasher
	How it will look when fully met:	Classroom observation data will be included on each DMMS Administrative Meeting Agenda. Teacher professional development will be determined by classroom observation data and management.
	Target Date:	05/31/2016
	Tasks:	
	1. The principal will regularly include classroom observation data in administrative meetings. Meeting agenda will serve as documentation.	
	Assigned to:	Eunice Thrasher
	Added date:	11/18/2015
	Target Completion Date:	05/02/2016
	Frequency:	monthly
	Comments:	
	2. The LHSIS will provide the principal a weekly summary of classroom observations for administrative interpretation.	
	Assigned to:	Steven Wise
	Added date:	02/08/2016
	Target Completion Date:	05/31/2016
	Frequency:	weekly
	Comments:	
	Task Completed:	2/5/2016 12:00:00 AM
	3. The principal or designee will present a summary of classroom observations at the ALT meeting.	
	Assigned to:	Eunice Thrasher

		Added date:	02/08/2016
		Target Completion Date:	05/31/2016
		Frequency:	twice monthly
		Comments:	
Implement	Percent Task Complete:		33%
Indicator	IF02 - The Leadership Team reviews the principal's summary reports of classroom observations and takes them into account in planning professional development.(66) (All Schools,Focus,Priority)		
Status	Objective Met 2/8/2016		
Assess	Level of Development:	Initial: Limited Development 09/08/2015	
		Objective Met - 02/08/2016	
	Index:	9	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	3	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	The principal has created a classroom observation schedule and a collaboration schedule.	
Plan	Assigned to:	Eunice Thrasher	
	How it will look when fully met:	It is the mission of the DMMS Administrative team to get into every classroom each week. The principal has created a classroom observation schedule and a collaboration schedule. Compliance will be discussed as part of DMMS Administrative meeting.	
	Target Date:	05/31/2016	
	Tasks:		
	1. The principal will create a classroom observation schedule and a collaboration schedule for administrators.		
	Assigned to:	Eunice Thrasher	
	Added date:	09/08/2015	
	Target Completion Date:	05/31/2016	
	Frequency:	monthly	
	Comments:		
	Task Completed:	2/5/2016 12:00:00 AM	
Implement	Percent Task Complete:	100%	
	Objective Met:	2/8/2016	
	Experience:	2/8/2016 The current schedule has been a real challenge in observing all classes.	
	Sustain:	2/8/2016 Continue to place a priority on getting into classrooms for observation and feedback.	
	Evidence:	2/8/2016 Schedule	

Indicator	IF06 - Teachers are required to make individual professional development plans based on classroom observations.(70)(All Schools,Focus,Priority)		
Status	Tasks completed: 3 of 4 (75%)		
Assess	Level of Development:	Initial: Limited Development 09/08/2015	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Teachers are required to provide a professional growth plan for the 2015-2016 school year.	
Plan	Assigned to:	Eunice Thrasher	
	How it will look when fully met:	Teachers have a shared understanding and input into instructional methods based on observed data. Using this data, teachers self assess their needs and develop a professional growth plan.	
	Target Date:	05/31/2016	
	Tasks:		
	1. Teachers are required to submit a professional growth plan for the 2015-2016 school year.		
	Assigned to:	Eunice Thrasher	
	Added date:	09/08/2015	
	Target Completion Date:	05/31/2016	
	Comments:		
	2. School-wide staff will complete a paper needs assessment on teacher needs.		
	Assigned to:	Natalie Holliman	
	Added date:	11/17/2015	
	Target Completion Date:	12/30/2015	
	Frequency:	once a year	
	Comments:		
	Task Completed:	4/26/2016 12:00:00 AM	
	3. English and math teachers will be inventoried regularly on specific needs in addition to general survey. Inventory and meeting agenda will serve as documentation.		
	Assigned to:	Natalie Holliman	
	Added date:	11/17/2015	
	Target Completion Date:	12/30/2015	
	Frequency:	twice a year	
	Comments:		
	Task Completed:	4/25/2016 12:00:00 AM	
	4. All teachers have access to Arkansas Ideas for online individual professional development anywhere and at anytime. Teacher IDs and certificates of completion will serve as documentation.		
	Assigned to:	Eunice Thrasher	

		Added date:	11/17/2015
		Target Completion Date:	04/30/2015
		Frequency:	once a year
		Comments:	
		Task Completed:	4/25/2016 12:00:00 AM
Implement	Percent Task Complete:		75%
Indicator	IF11 - The school provides all staff high quality, ongoing, job-embedded, and differentiated professional development.(3984)(All Schools,Focus,Priority)		
Status	Tasks completed: 3 of 4 (75%)		
Assess	Level of Development:	Initial: Limited Development 11/18/2015	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Current levels include top down approach from district to school with a few examples of independent specialized professional development.	
Plan	Assigned to:	Natalie Holliman	
	How it will look when fully met:	Professional development would be data driven and school based to address the specific needs of the teachers, students, and community. Professional development would become embedded into daily activities and dedicated time would be set aside for more one-on-one assistance. Teachers would also be given the opportunity to take part in individual based professional development. Agendas and certificates would serve as documentation.	
	Target Date:	04/29/2016	
	Tasks:		
	1. The math instructional facilitator will develop a PLC topic schedule for collaborative meetings. The schedule and handouts will serve as documentation.		
	Assigned to:	Natalie Holliman	
	Added date:	11/18/2015	
	Target Completion Date:	05/02/2016	
	Frequency:	once a year	
	Comments:		
	Task Completed:	2/5/2016 12:00:00 AM	
	2. The teachers will complete a self assessment of professional development needs. The assessment will serve as documentation.		
	Assigned to:	Natalie Holliman	
	Added date:	11/18/2015	
	Target Completion Date:	11/30/2015	
	Frequency:	twice a year	

		Comments:	
		Task Completed:	2/5/2016 12:00:00 AM
		3. The literacy instructional facilitator will develop a PLC topic schedule for collaborative meetings. The schedule and handouts will serve as documentation.	
		Assigned to:	Nell Weaver
		Added date:	11/18/2015
		Target Completion Date:	05/02/2016
		Frequency:	once a year
		Comments:	
		Task Completed:	2/5/2016 12:00:00 AM
		4. Using data from the classroom observation summaries, instructional facilitators will provide, design, and assist in providing teachers PD opportunities through collaborative meetings and one-on-one assistance. Collaborative meeting forms will serve as documentation.	
		Assigned to:	Nell Weaver
		Added date:	11/18/2015
		Target Completion Date:	05/02/2016
		Frequency:	four times a year
		Comments:	
Implement	Percent Task Complete:		75%
School Leadership and Decision Making			
Expanded time for student learning and teacher collaboration			
Indicator	IG01 - The school monitors progress of the extended learning time programs and other strategies related to school improvement.(3981)(All Schools,Focus,Priority)		
Status	Objective Met 4/28/2016		
Assess	Level of Development:	Initial: Limited Development 11/18/2015	
		Objective Met - 04/28/2016	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	DMMS currently has extended learning opportunities for students before and after school.	
Plan	Assigned to:	Nell Weaver	
	How it will look when fully met:	All extended learning opportunities at DMMS will be worthy endeavors and valid improvement efforts with as little cost to student as possible. Program roster and evaluation will serve as documentation.	
	Target Date:	05/02/2016	
	Tasks:		

		1. All extended learning opportunities will be regularly evaluated for effectiveness in reaching stated goals and adhering the budgetary guidelines. Evaluations will serve as documentation.
		Assigned to: Eunice Thrasher
		Added date: 11/18/2015
		Target Completion Date: 05/02/2016
		Frequency: twice a year
		Comments:
		Task Completed: 4/28/2016 12:00:00 AM
Implement	Percent Task Complete:	100%
	Objective Met:	4/28/2016
	Experience:	4/28/2016 Our extended learning opportunities provided individualized tutoring for students with math or ELA needs.
	Sustain:	4/28/2016 We need to provide more structure in how students are placed, assessed, reassessed, and exited from program. Student attendance was a barrier.
	Evidence:	4/28/2016 The program is funded by Title 1 and requires an annual evaluation.

School Leadership and Decision Making

Ensuring High Quality Staff - Recruitment, Evaluation, and Retention

Indicator	IH01 - The school works collaboratively with the district to recruit and retain highly-qualified teachers to support school improvement.(3982)(All Schools,Focus,Priority)		
Status	Tasks completed: 0 of 1 (0%)		
Assess	Level of Development:	Initial: Limited Development 11/18/2015	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	The school currently is in compliance with HQT required staffing.	
Plan	Assigned to:	Eunice Thrasher	
	How it will look when fully met:	All students will have access to high quality instruction and highly qualified teachers in all required staffing areas. HQT staffing report will serve as documentation.	
	Target Date:	05/02/2016	
	Tasks:		
	1. DMMS principal or designee will monitor all HQT staffing positions annually to insure all required positions are filled with an HQT teacher. HQT report will serve as documentation.		
		Assigned to:	Eunice Thrasher
		Added date:	11/18/2015
		Target Completion Date:	05/02/2016
		Frequency:	once a year

		Comments:	
Implement	Percent Task Complete:		0%
Opportunity to Learn			
Post-Secondary School Options			
Indicator	VA01 - The school provides all students with guidance and supports (academic, financial, etc.) to prepare them for college and career.(4541)(All Schools,Focus,Priority)		
Status	Tasks completed: 1 of 6 (17%)		
Assess	Level of Development:	Initial: Limited Development 09/29/2015	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Current program is offered through the counselors.	
Plan	Assigned to:	Jo Elston	
	How it will look when fully met:	All students will receive career and college readiness guidance to help insure smooth high school transitions and future success. Agendas and handouts will serve as documentation.	
	Target Date:	05/02/2016	
	Tasks:		
	1. All 8th grade students will take the Kuder Interest Inventory through Career Development classes. Inventory results will serve as documentation.		
	Assigned to:	Jo Elston	
	Added date:	11/18/2015	
	Target Completion Date:	05/02/2016	
	Frequency:	once a year	
	Comments:		
	2. Counselors and staff provide career development presentations in Career Development classes to assist in developing a four year action plan for each student and preparing job shadowing visits. Agendas from presentation will serve as documentation.		
	Assigned to:	Jo Elston	
	Added date:	11/18/2015	
	Target Completion Date:	05/02/2016	
	Frequency:	once a year	
	Comments:		
	3. School based teams will create transition meetings for incoming 6th graders and outgoing 8th graders to prepare for CCR curriculum and 4 year plan. Meeting agenda will serve as documentation.		
	Assigned to:	Jason Raymond	

		Added date:	11/18/2015
		Target Completion Date:	05/02/2016
		Frequency:	twice a year
		Comments:	
	4. All 8th grade students will be required to job shadow during the months of November and February. Job shadowing paperwork will serve as documentation.		
		Assigned to:	Jo Elston
		Added date:	11/18/2015
		Target Completion Date:	05/02/2016
		Frequency:	twice a year
		Comments:	
	5. The building level parent involvement coordinator and school counselors will distribute information to families concerning homework skills and where to find academic assistance. Handouts will serve as documentation.		
		Assigned to:	Jason Raymond
		Added date:	11/18/2015
		Target Completion Date:	05/02/2016
		Frequency:	twice a year
		Comments:	
		Task Completed:	4/26/2016 12:00:00 AM
	6. The building level parent involvement coordinator will schedule a series of meetings at a time accessible by parents to provide homework assistance resources, student/parent expectations, and career college readiness preparation. Meeting agenda will serve as documentation.		
		Assigned to:	Jason Raymond
		Added date:	11/18/2015
		Target Completion Date:	05/02/2016
		Frequency:	twice a year
		Comments:	
Implement	Percent Task Complete:		17%
Curriculum, Assessment, and Instructional Planning			
Engaging teachers in aligning instruction with standards and benchmarks			
Indicator	IIA01 - Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(88)(All Schools,Focus,Priority)		
Status	In Plan / No Tasks Created		
Assess	Level of Development:	Initial: Limited Development 09/15/2015	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)

	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Objectives and standards posted on the board in each classroom.	
Plan	Assigned to:	Not yet assigned	
	Added date:		
Curriculum, Assessment, and Instructional Planning			
Engaging teachers in assessing and monitoring student mastery			
Indicator	IIB04 - Teachers individualize instruction based on pre-test results to provide support for some students and enhanced learning opportunities for others.(94)(Focus,Priority)		
Status	Tasks completed: 1 of 5 (20%)		
Assess	Level of Development:	Initial: Limited Development 09/15/2015	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Teachers use pretest data to enhance learning opportunities.	
Plan	Assigned to:	Eunice Thrasher	
	How it will look when fully met:	Instruction is designed around the needs of students using prior knowledge and skills using pre and post test assessment as a tool for planning and identifying potential barriers.	
	Target Date:	05/10/2016	
	Tasks:		
	1. Principal will regularly communicate the Best Practice and use of pre and post tests, their purpose in planning for instruction, identifying potential barriers, monitoring growth, and increasing student achievement to staff, students, and parents.		
	Assigned to:	Eunice Thrasher	
	Added date:	03/30/2016	
	Target Completion Date:	05/10/2016	
	Frequency:	four times a year	
	Comments:		
	2. Student data (pre and post test) will be collected each quarter and submitted to LRSD Director of Accountability.		
	Assigned to:	Eunice Thrasher	
	Added date:	03/30/2016	
	Target Completion Date:	05/30/2016	
	Frequency:	four times a year	

		Comments:	
		Task Completed:	4/25/2016 12:00:00 AM
	3. Data will be collected on how SPED modifications are being utilized in pre and post testing.		
		Assigned to:	Amber Hellekson
		Added date:	03/30/2016
		Target Completion Date:	05/30/2016
		Frequency:	four times a year
		Comments:	
	4. A plan of implementation will be developed to incorporate pre and post test assessments school wide (TIP).		
		Assigned to:	Eunice Thrasher
		Added date:	03/30/2016
		Target Completion Date:	05/30/2016
		Comments:	
	5. Post tests will be graded and students will receive a grade accordingly. The principal will establish uniform expectations for grading scale.		
		Assigned to:	Eunice Thrasher
		Added date:	03/30/2016
		Target Completion Date:	05/30/2016
		Frequency:	twice a year
		Comments:	
Implement	Percent Task Complete:		20%
Curriculum, Assessment, and Instructional Planning			
Assessing student learning frequently with standards-based assessments			
Indicator	IID02 - The school tests each student at least 3 times each year to determine progress toward standards-based objectives.(100)(All Schools,Focus,Priority)		
Status	Tasks completed: 2 of 4 (50%)		
Assess	Level of Development:	Initial: Limited Development 09/15/2015	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	School tests students quarterly with SOAR test.	
Plan	Assigned to:	Eunice Thrasher	

	How it will look when fully met:	The school will implement a series of pre and post tests each quarter to guide instruction in between quarterly assessments. Quarterly assessments will be used to guide instruction toward annual objectives. Test summary data will be used as documentation.
	Target Date:	05/02/2016
	Tasks:	
	1. Teachers will use pre and post test assessments throughout each quarter to identify student progress and needs. Pre and Post test data will serve as documentation.	
	Assigned to:	Natalie Holliman
	Added date:	11/18/2015
	Target Completion Date:	05/02/2016
	Frequency:	four times a year
	Comments:	
	Task Completed:	4/28/2016 12:00:00 AM
	2. Teachers will receive professional development on designing and implementing pre and post test. Professional development agenda will serve as documentation.	
	Assigned to:	Nell Weaver
	Added date:	11/18/2015
	Target Completion Date:	05/02/2016
	Frequency:	four times a year
	Comments:	
	3. Students will receive a grade and teachers will use a uniform grading scale on all post tests. Policy statement will serve as documentation.	
	Assigned to:	Eunice Thrasher
	Added date:	11/18/2015
	Target Completion Date:	05/02/2016
	Frequency:	once a year
	Comments:	
	4. DMMS administration will monitor use of 3 post tests in math and English throughout the quarter. Meeting agenda will serve as documentation.	
	Assigned to:	Eunice Thrasher
	Added date:	11/18/2015
	Target Completion Date:	05/02/2016
	Frequency:	monthly
	Comments:	
	Task Completed:	4/28/2016 12:00:00 AM
Implement	Percent Task Complete:	50%
Indicator	IID06 - Yearly learning goals are set for the school by the Leadership Team, utilizing student learning data.(104)(Focus,Priority)	
Status	Tasks completed: 0 of 1 (0%)	
Assess	Level of Development:	Initial: Limited Development 09/15/2015

	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Yearly goals have been set by leadership team.	
Plan	Assigned to:	Eunice Thrasher	
	How it will look when fully met:	The school has implemented a vision and mission statement.	
	Target Date:	04/13/2016	
	Tasks:		
	1. All teachers will be aware and help implement the school's vision and mission statement.		
	Assigned to:	Eunice Thrasher	
	Added date:	02/08/2016	
	Target Completion Date:	04/26/2016	
	Comments:		
Implement	Percent Task Complete:	0%	
Indicator	IID11 - Instructional Teams review the results of unit pre-/post-tests to make decisions about the curriculum and instructional plans and to "red flag" students in need of intervention (both students in need of tutoring or extra help and students needing enhanced learning opportunities because of their early mastery of objectives). (109)(Focus)		
Status	Tasks completed: 1 of 3 (33%)		
Assess	Level of Development:	Initial: Limited Development 09/15/2015	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Students are flagged for inclusion in intervention and enrichment classes.	
Plan	Assigned to:	Natalie Holliman	
	How it will look when fully met:	Students will be provided individual learning opportunities after school with transportation provided. Program roster will serve as documentation.	
	Target Date:	05/02/2016	
	Tasks:		
	1. Students will be provided individual learning opportunities after school with transportation provided. Program roster will serve as documentation.		
	Assigned to:	Nell Weaver	
	Added date:	11/18/2015	
	Target Completion Date:	05/02/2016	

		Frequency:	twice a year
		Comments:	
		Task Completed:	4/26/2016 12:00:00 AM
	2. The MIF will plan PLCs around student data for instructional teams.		
		Assigned to:	Natalie Holliman
		Added date:	04/26/2016
		Target Completion Date:	05/31/2016
		Frequency:	four times a year
		Comments:	
	3. The LIF will plan PLCs around student data for instructional teams.		
		Assigned to:	Nell Weaver
		Added date:	04/26/2016
		Target Completion Date:	05/31/2016
		Frequency:	four times a year
		Comments:	
Implement	Percent Task Complete:		33%

Classroom Instruction

Expecting and monitoring sound instruction in a variety of modes

Indicator	IIIA01 - All teachers are guided by a document that aligns standards, curriculum, instruction, and assessment.(110)(All Schools,Focus,Priority)		
Status	In Plan / No Tasks Created		
Assess	Level of Development:	Initial: Limited Development 09/15/2015	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Teachers are to post objectives and standards on board.	
Plan	Assigned to:	Not yet assigned	
	Added date:		
Indicator	IIIA07 - All teachers differentiate assignments (individualize instruction) in response to individual student performance on pre-tests and other methods of assessment.(116) (Focus,Priority)		
Status	In Plan / No Tasks Created		
Assess	Level of Development:	Initial: Limited Development 09/15/2015	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)

	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Teachers are trained in differentiated lessons.	
Plan	Assigned to:	Not yet assigned	
	Added date:		
Family Community Engagement			
Defining the purpose, policies, and practices of a school community			
Indicator	IVA01 - The school's Title I Compact (Or Non-Title I schools roles and expectations for parents, students, and teachers) includes responsibilities (expectations) that communicate what parents (families) can do to support their students' learning at home (curriculum of the home, with learning opportunities for families to develop their curriculum of the home). (3983)(All Schools,Focus,Priority)		
Status	Tasks completed: 1 of 2 (50%)		
Assess	Level of Development:	Initial: Limited Development 09/15/2015	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Title I plan is due Oct. 1	
Plan	Assigned to:	Eunice Thrasher	
	How it will look when fully met:	Families of students will be given ample support for learning extensions at home through regular communication from the school and academic assistance.	
	Target Date:	05/30/2016	
	Tasks:		
	1. The building level parent involvement coordinator and school counselors will distribute information to families concerning homework skills and how to receive academic assistance. Handouts will serve as documentation.		
	Assigned to:	Eunice Thrasher	
	Added date:	03/30/2016	
	Target Completion Date:	05/30/2016	
	Frequency:	four times a year	
	Comments:		
	2. The building level parent involvement coordinator will schedule a series of meetings at a time accessible to parents for the purpose of building relationships, providing homework assistance, communicate student expectations, and provide career/career college readiness preparation. Meeting agenda will serve as documentation.		
	Assigned to:	John Madlock	
	Added date:	03/30/2016	

		Target Completion Date:	05/30/2016
		Frequency:	four times a year
		Comments:	
		Task Completed:	4/26/2016 12:00:00 AM
Implement		Percent Task Complete:	50%