

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.

March 29, 2016

Franklin Incentive Elementary NCES - 50900001217

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 In Plan / No Tasks Created

Assess	Level of Development:	Initial: Limited Development 10/26/2015	
	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 has selected the Leadership Team members consisting of the Principal and teacher leaders. The team has assigned all meeting dates for the year. We have also developed committees that will meet with the Leadership team monthly. During meetings, minutes and agendas will be kept and presented. The Leadership Team will assess indicators while each committee will create a 30 day plan to present at the monthly meetings.	
Plan	Assigned to:	Charlotte Jackson	
	How it will look when fully met:	A common team structure will consist of the three recommended teams; Leadership, Instructional Team, and School Community Council. Each team will have a specific purpose and time to meet. Rosters, agendas and minutes will be used as evidence to show that the objective is being met.	
	Target Date:	09/23/2016	
	Added date:		

Indicator ID04 - All teams prepare agendas for their meetings.(39)(All Schools,Focus,Priority)

Status Tasks completed: 0 of 1 (0%)

Assess	Level of Development:	Initial: Limited Development 10/26/2015	
	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:	Preparing agendas and keeping minutes is a standard requirement procedure for each meeting. The leadership team and the instructional teams have been given outlines for keeping documentation.	
Plan	Assigned to:	Latoya Lamb	
	How it will look when fully met:	The school community council will be organized with a specific purpose and schedule time to meet. Evidence will be provided with sign in sheets and agendas.	
	Target Date:	09/23/2016	
	Tasks:		
	1. Create the school community council that will set objectives.		
	Assigned to:	Latoya Lamb	
	Added date:	03/29/2016	
	Target Completion Date:	09/23/2016	
	Comments:	The council must have at least 3-5 members. Must include Principal, parents, and staff members. Some responsibilities might include; assist with Indistar, review school test data, participate in developing PD plan, advise school administration on issues, and provide opportunities for issues of concern in the community to school administration.	
Implement	Percent Task Complete:	0%	
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	Full Implementation		
Assess	Level of Development:	Initial: Full Implementation 10/26/2015	
	Evidence:	The Administrative Leadership Team has been developed consisting of the principal and teacher leaders. The Administrative Leadership Team meets weekly and the campus Leadership Team meets twice a month. A calendar of meeting dates have been established and given to each member. The team will keep agendas, minutes and create plans generated around indicators. The committees meet monthly to address academic behavior, increase parent involvement, increase math and literacy academics, and enhance school culture.	
	Added date:		
School Leadership and Decision Making			
Focusing the principal's role on building leadership capacity, achieving learning goals, and improving instruction			
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	No decision has been made Tasks completed: 2 of 2 (100%)		
Assess	Level of Development:	Initial: Limited Development 10/29/2015	
	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:	Currently, teachers have many opportunities to share ideas and express opinions about the school's progress as well as offer their suggestions. They are able to do this in the following ways; 1. Weekly grade level meetings 2. Monthly staff meetings 3. Continuous Improvement Committee Box 4. Monthly meeting with each committee chair in which the chair will report to the Leadership Team 5. Principal's open door policy 6. Email Presently we have an active PTA council in which general meetings are held monthly on campus. The PTA sends out news letters updating school events and meeting dates. The school is staffed with a full time Parental Involvement Coordinator. Parents have the opportunity to get information about different topics of interest pertaining to academics and/or social needs. The Principal has supported a two way form of communication by purchasing every student an agenda book or communication folder. This gives the parent an opportunity to express concerns and offer suggestions.	
Plan	Assigned to:	Latoya Lamb	
	How it will look when fully met:	PTA general meetings parent attendance will increase by 10% verified by the sign in sheet. The PTA membership will show an increase from the previous year. This will afford parents a platform to share ideas and suggestions for improvements. Principal will collect grade level agendas and sign-in sheets as well as any emails that offer suggestions on ways to improve. Parent surveys will go out and a PTA board will be displayed in the foyer of the school. Incentives will be offered to motivate parent attendance and participation in school activities.	
	Target Date:	01/30/2015	
	Tasks:		
	1. Create and distribute parent survey's to get input on school climate.		
	Assigned to:	Latoya Lamb	
	Added date:	10/29/2015	
	Target Completion Date:	11/03/2015	
	Frequency:	once a year	
	Comments:	Use data collected for Professional Development on November 6th.	
	Task Completed:	11/6/2015 12:00:00 AM	
	2. Recruit parents to join PTA. A pizza party will be given to each class with 100% membership. Each parent that joins the PTA will have the opportunity to enter a drawing for a gift card.		

	Assigned to:	Latoya Lamb
	Added date:	10/29/2015
	Target Completion Date:	10/30/2015
	Comments:	Put up PTA membership display
	Task Completed:	11/13/2015 12:00:00 AM
Implement	Percent Task Complete:	100%

School Leadership and Decision Making

Aligning classroom observations with evaluation criteria and professional development

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	Full Implementation	
Assess	Level of Development:	Initial: Full Implementation 11/20/2015
	Evidence:	The principal as well as members of the leadership team completes classroom walk throughs in every classroom at least twice a month. Evidence collected from the classroom walk through is then discussed and professional development is determined to meet the needs of the teacher. The Principal also provides reflective feedback after each drop in that allows the teacher to see areas of strengths and weakness. The teacher is allowed time to reflect and speak with the Principal.
	Added date:	

Indicator	IF11 - The school provides all staff high quality, ongoing, job-embedded, and differentiated professional development.(3984)(All Schools,Focus,Priority)	
Status	Full Implementation	
Assess	Level of Development:	Initial: Full Implementation 11/20/2015
	Evidence:	A calendar of professional development has been created for the year. The calendar was created based on classroom drop-ins, teacher request, school needs, and district requirements.
	Added date:	

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	In Plan / No Tasks Created	
Assess	Level of Development:	Initial: Limited Development 01/15/2016
	Index:	1 (Priority Score x Opportunity Score)
	Priority Score:	1 (3 - highest, 2 - medium, 1 - lowest)

	Opportunity Score:	1	(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:	We adhere to the LRSD beginning and end times established for elementary schools. Extending the school day would allow for more opportunities for deeper teaching. However, we do not have the autonomy to extend the day. Currently, Franklin has created a schedule that will allow classroom teacher to have common planning and the allocated block of time for literacy and math. Franklin offers an afterschool tutoring program that focuses on skills in the area of reading and math.	
Plan	Assigned to:	Not yet assigned	
	Added date:		
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: 0 of 2 (0%)		
Assess	Level of Development:	Initial: Limited Development 12/01/2015	
	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:	We have currently implemented career preparation at the fifth grade level. Students talk and research different careers with the school counselor and have the opportunity to job shadow a person in that area.	
Plan	Assigned to:	Ora Crenshaw	
	How it will look when fully met:	* Pre-K students will have the opportunity to dress up in different costumes that represent different careers and participate in a career day parade around the school. * Implement school wide assemblies that will have different careers represented * Include career study in lesson plans * Seek Kid entrepreneurs to speak to our school * Put up college banners around the school * College t-shirt day * Display college posters * College virtual field trip tours * Invite a variety of colleges to come and speak (UALR, Arkansas Baptist, PSC, Henderson, UCA, ASU, etc) We will have a calendar that will display dates and time of events. Flyers will be made for special events. Volunteer sheets will be signed.	
	Target Date:	09/16/2016	
	Tasks:		
	1. Task 1- Create a calendar of events		

		Assigned to:	Lori Brown
		Added date:	12/01/2015
		Target Completion Date:	02/01/2016
		Comments:	Discuss events that will take place with the School Wide Leadership Team.
	2. Continue to work on calendar and schedule meeting dates to discuss plan.		
		Assigned to:	Ora Crenshaw
		Added date:	03/29/2016
		Target Completion Date:	09/15/2016
		Comments:	
Implement	Percent Task Complete:		0%
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	Objective Met 1/21/2016		
Assess	Level of Development:		Initial: Limited Development 01/15/2016
	Objective Met - 01/21/2016		
	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:		The Little Rock School District has a curriculum map that gives a pacing guide on what skills are taught in the area of literacy, math, science, and social studies. The curriculum map is used by instructional teams as a resource guide to plan instruction. Literacy and Math Facilitators work with instructional teams to use the curriculum map, textbooks, and other researched based materials to develop unit assessments in the area of literacy and math. In literacy assessments are created to cover a three week period. In math assessments are given at the beginning and end of each chapter.
Plan	Assigned to:		Clarissa White
	How it will look when fully met:		When fully implemented, pre and post assessments will be develop to effectively assess skills. Instructional teams will continue to use the curriculum map to develop units of instruction that will be delivered on a daily basis. These lessons will be differentiated and meet the needs of the various learning styles in the classroom. Data collected from the pre and post assessments will be use to guide tier 2 interventions.
	Target Date:		10/16/2015

	Tasks:		
	1. Create a calendar with date to meet with instructional teams.		
	Assigned to:	Clarissa White	
	Added date:	01/15/2016	
	Target Completion Date:	10/02/2015	
	Comments:	A calendar has been created that share the dates in which the team will meet with instructional teams. The team will meet with the instructional teams the second week of the month to discuss needs, IMO's and upcoming events. The team will then meet on the first, third, and fourth week to do instructional planning.	
	Task Completed:	1/4/2016 12:00:00 AM	
Implement	Percent Task Complete:	100%	
	Objective Met:	1/21/2016	
	Experience:	1/21/2016 The team used the LRSD calendar and the school wide calendar to select the best dates and times to hold instructional team meetings. It was then agreed upon by all parties.	
	Sustain:	1/21/2016 To continue to meet this objective it is important that we adhere to the schedule put in place.	
	Evidence:	1/21/2016 Grade level agendas and sign-in-sheets.	
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	Objective Met 11/20/2015		
Assess	Level of Development:	Initial: Limited Development 10/29/2015	
		Objective Met - 11/20/2015	
	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:	Classroom teachers have been provided the District's expectations for administering pre and post assessments for literacy and math. Teachers have been given a Pre/Post Assessment Student Score Report form to document results. Classroom teachers will be afforded an opportunity to collaborate with grade level team members and the schools Data Team to further analyze the data. The data will be used to modify the lessons and differentiate assignments for students, providing extra help for some and enhancing the assignments for others.	
Plan	Assigned to:	Clarissa White	

	How it will look when fully met:	Teachers will submit Pre/Post Assessment Student Score Report Forms after every pre and post Assessments have been given. From the pre assessment, teachers will create lessons and design small groups that allows extra support for students that need it and enhancement lessons that stimulate and challenge students that display mastery. After the post assessment, teachers will chart student performance to determine if additional interventions are needed.
	Target Date:	12/31/2015
	Tasks:	
	1. Selections of literacy and math pre and post assesments	
	Assigned to:	Almeda Giles
	Added date:	10/29/2015
	Target Completion Date:	10/30/2015
	Frequency:	weekly
	Comments:	Check schedule for pre and post test administration.
	Task Completed:	11/20/2015 12:00:00 AM
	2. Create a school based data team.	
	Assigned to:	Lori Brown
	Added date:	10/29/2015
	Target Completion Date:	10/30/2015
	Comments:	
	Task Completed:	11/6/2015 12:00:00 AM
Implement	Percent Task Complete:	100%
	Objective Met:	11/20/2015
	Experience:	11/20/2015 The school met as a whole to look at current data collected. A sign up sheet was presented and volunteers sign up to be on the data team.
	Sustain:	11/20/2015 Data will continue to be collected in the areas of parental involvement, literacy, math, and school improvement. The data team will meet monthly to address the needs and present to the Leadership Team.
	Evidence:	11/20/2015 Evidence collected will consist of sign in sheets, charts created, and minutes from the meetings.
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: 0 of 1 (0%)	
Assess	Level of Development:	Initial: Limited Development 01/15/2016

	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:	Franklin currently has a parent involvement coordinator. The parent coordinator has created a committee that meets monthly do develop ways to increase parent involvement. A parent meeting is held monthly at the school. In the month of January, parents will do a service project. The committee is currently developing a reading plan for parents that will teach parents how to work with their child in reading and math. Reading packets have been provided to parents that provide ideas for teaching reading. In the parent center, parents can come and pick up pamphlets that will assist with reading, math, behavior, and attendance.	
Plan	Assigned to:	Latoya Lamb	
	How it will look when fully met:	During parent teacher conference, parents will be provided with a reading compact that will explain our goals and how important parents are in educating their child. During the monthly parent meetings, parents will be given tips they can use to help their child succeed in school. They will also have the opportunity to learn how the classroom teacher works with students in the areas of reading and math. A parent game night will be scheduled, that will provide parents with techniques to use games to assist with reading and math skills.	
	Target Date:	04/16/2016	
	Tasks:		
		1. Create a calendar that will display dates for parent teacher conference compact and reading packets, parent meetings and topics to discuss, and parent game night.	
		Assigned to:	Latoya Lamb
		Added date:	01/15/2016
		Target Completion Date:	02/05/2016
		Frequency:	once a year
		Comments:	Provide calendar, agenda, and minutes
Implement	Percent Task Complete:	0%	