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 31, 2016

Hall High NCES - 50900000616

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	**No decision has been made** Tasks completed: 8 of 8 (100%)		
Assess	Level of Development:	Initial: Limited Development 10/10/2012	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	2	(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:	September 10, 2015 - Hall High has established a school leadership team with members and assigned duties/roles. The SLT team has established a calendar of meetings for twice per month at one hour each. December 18, 2015 The Administrative Leadership Team meets weekly. February 29, 2016 - Instructional/Collaboration Teams are meeting a minimum of twice per week. Agendas and minutes via collaboration log are uploaded into a shared drive. Logs are reviewed weekly and feedback provided to the instructional team members. The instructional teams utilize their time by reviewing and analyzing results from student achievement data, assessment planning inclusive of pre/post unit or module test, instructional planning, and etc. All teams operate with Bylaws and regular minutes and agendas.	
Plan	Assigned to:	Roxie Browning	

	How it will look when fully met:			District policy specifies the team structure for all schools which include a description of the teams' purposes and how they are constituted. New school leaders are apprised of this expectation and how the effectiveness of teams is determined. A common team structure for a school consists of (but not limited to) a Leadership Team (consisting of principal and teacher leaders), teacher Instructional Teams (teaching common subject area or grade level), student team (a diverse group of student leaders), management team (campus administrators and other personnel as needed) and a School Community Council (with a majority of members being parents (ID01). Each team has a specific purpose and scheduled time to meet and works from agendas and minutes (ID04). The Leadership Team meets at least twice a month in regularly scheduled meetings of at least an hour (ID07). They serve as a conduit of communication to the faculty and staff in a way that enables the Leadership Team to receive input from the faculty and staff (ID08). 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 (ID10).
	Target Date:			12/16/2016
	Tasks:			
		1. Minutes from SLT meetings will be shared with staff no later than one week after each SLT meeting.		
			Assigned to:	Marshall Sladyen
			Added date:	02/10/2016
			Target Completion Date:	03/17/2016
			Frequency:	twice monthly
			Comments:	SLT minutes will be emailed to staff one week after each meeting. This will give enough time to review and revise minutes (removing names, personnel issues, etc.). This was suggested by a subcommittee of faculty during the January 29th PD.
			Task Completed:	2/10/2016 12:00:00 AM
		2. Select team members for Leadership Team.		
			Assigned to:	Larry Schleicher
			Added date:	03/01/2016
			Target Completion Date:	09/01/2015
			Comments:	Principal selected team members based on advice from the district to increase classroom teacher membership.
			Task Completed:	9/1/2015 12:00:00 AM
		3. Establish bylaws		
			Assigned to:	Shirley Ferguson
			Added date:	03/01/2016
			Target Completion Date:	09/01/2015
			Comments:	Bylaws were modified from existing bylaws from the 2014-15 school term. Bylaws were edited January 2016

			Task Completed:	9/1/2015 12:00:00 AM
		4. Establish meeting dates		
			Assigned to:	Marshall Sladyen
			Added date:	03/01/2016
			Target Completion Date:	09/01/2015
			Frequency:	once a year
			Comments:	Meetings every two weeks in the principal's office. September 2015 Update: Meetings shall occur every two weeks from 7:30-8:30 in Room 108 to utilize the SmartBoard technology for document and data review. December 2016
			Task Completed:	9/1/2015 12:00:00 AM
		5. Keep Minutes and Agendas of each meeting		
			Assigned to:	Marshall Sladyen
			Added date:	03/01/2016
			Target Completion Date:	09/01/2015
			Frequency:	twice monthly
			Comments:	Minutes and Agendas stored in Indistar and on T:drive. Minutes and agendas are also emailed out to all staff members, posted on the schools' website and referenced in the weekly "Smoke Signals" newsletter.
			Task Completed:	3/2/2016 12:00:00 AM
		6. Select team members for Instructional Team.		
			Assigned to:	Larry Schleicher
			Added date:	03/02/2016
			Target Completion Date:	09/01/2015
			Comments:	The master schedule was arranged in a way that teachers from common content areas were placed together on a team to collaborate two-three times weekly during the school day for 45-50 minutes.
			Task Completed:	9/1/2015 12:00:00 AM
		7. Provide opportunities for a variety of students to share ideas regarding school improvement needs.		
			Assigned to:	Larry Schleicher
			Added date:	03/30/2016
			Target Completion Date:	03/17/2016
			Frequency:	four times a year

			Comments:	The SLT brainstormed ways to create a sub-committee of students who are focused on School Improvement. Some of the ideas discussed included using AVID students or STUCO students as they already meet on a regular basis. Student Council members provided suggestions for school improvement during a Civic Advisory meeting. February 2016 Family and Consumer Science students provided suggestions for school improvement to the principal. The faculty then participated in a gallery walk to view and discuss students input during the March 2016 faculty meeting.
			Task Completed:	3/7/2016 12:00:00 AM
		8. A common collaboration template is used to record the agendas and minutes from instructional team meetings.		
			Assigned to:	Roxie Browning
			Added date:	03/30/2016
			Target Completion Date:	03/17/2016
			Comments:	Completed collaboration log templates are uploaded to the "T:Drive" by the technology coordinator. Teachers email their logs after each meeting to be uploaded into the system. All faculty and staff have access to the logs via the shared drive. February 2016
			Task Completed:	2/29/2016 12:00:00 AM
Implement	Percent Task Complete:			100%
Indicator	**ID04 - All teams prepare agendas for their meetings.(39)(All Schools,Focus,Priority)**			
Status	**No decision has been made** Tasks completed: 6 of 6 (100%)			
Assess	Level of Development:		Initial: Limited Development 02/10/2016	
	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:		Minutes and agenda are currently being kept by SLT, the administrative leadership team, instructional teams, department chair teams.	
Plan	Assigned to:		Marshall Sladyen	
	How it will look when fully met:		All teams prepare agendas for their meetings and keep minutes of the proceedings. Documents shall be maintained in a common, shared file among all faculty and staff.	
	Target Date:		01/29/2016	
	Tasks:			
		1. Make SLT meeting minutes and agendas available to faculty members.		
			Assigned to:	Marshall Sladyen
			Added date:	03/01/2016
			Target Completion Date:	03/17/2016

			Frequency:	twice monthly
			Comments:	Minutes and agendas are kept on T:drive and emailed out to each faculty member no more than one week post SLT meeting.
			Task Completed:	1/27/2016 12:00:00 AM
		2. Create folder system on T:Drive for storing minutes and agendas of SLT.		
			Assigned to:	Marshall Sladyen
			Added date:	03/01/2016
			Target Completion Date:	03/17/2016
			Comments:	The drive also includes other documents such as the SLT Bylaws, 45 Day plan reports, Wise Ways Research, Indistar Indicators and etc.
			Task Completed:	2/29/2016 12:00:00 AM
		3. Create folder system on T:drive for the storage of minutes and agendas of Instructional Teams.		
			Assigned to:	Marshall Sladyen
			Added date:	03/01/2016
			Target Completion Date:	03/17/2016
			Comments:	minutes and agendas are reflected in the Collaboration Log template. Instructional/Collaboration Teams complete these and after each meeting send to Marshall Sladyen (Technology Coordinator) to upload into the T:Drive. The local SIS, Roxie Browning provided guidance relative to saving each log.
			Task Completed:	2/3/2016 12:00:00 AM
		4. Keep minutes and agendas of each meeting for Instructional Teams.		
			Assigned to:	Roxie Browning
			Added date:	03/02/2016
			Target Completion Date:	03/17/2016
			Frequency:	twice weekly
			Comments:	The Collaboration Log template was shared with faculty members in the February faculty meeting and then emailed out to the entire Hall faculty for implementation. Minutes and agendas for Instructional/Collaboration Teams are kept via the Collaboration Logs which can be located in the T:Drive.
			Task Completed:	2/29/2016 12:00:00 AM
		5. Keep minutes and agendas of each meeting for Administrative team.		
			Assigned to:	Dr. Carol Overton
			Added date:	03/02/2016
			Target Completion Date:	12/18/2015
			Frequency:	weekly
			Comments:	Minutes and agendas are kept on file with administrators electronically.
			Task Completed:	12/18/2015 12:00:00 AM

		6. Keep minutes and agendas for monthly Department Chair meetings.		
			Assigned to:	Larry Schleicher
			Added date:	03/02/2016
			Target Completion Date:	03/17/2016
			Frequency:	monthly
			Comments:	Department Chairs determine each year who will record the minutes and send to members of the team.
			Task Completed:	3/7/2016 12:00:00 AM
Implement	Percent Task Complete:			100%
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	**No decision has been made** Tasks completed: 2 of 2 (100%)			
Assess	Level of Development:		Initial: Limited Development 02/10/2016	
	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:		A Leadership Team exists consisting of the principal, teachers who lead the Instructional Teams, and other key professional staff. The team meets regularly; twice a month or more for an hour each meeting.	
Plan	Assigned to:		Roxie Browning	
	How it will look when fully met:		A Leadership Team exists consisting of the principal, teachers who lead the Instructional Teams, and other key professional staff. The team meets regularly; twice a month or more for an hour each meeting.	
	Target Date:		12/18/2015	
	Tasks:			
		1. Create a calendar of meeting dates so that meetings occur at least twice a month.		
			Assigned to:	Marshall Sladyen
			Added date:	03/01/2016
			Target Completion Date:	12/18/2015
			Comments:	
			Task Completed:	10/30/2015 12:00:00 AM
		2. Share meeting dates with all stakeholders.		
			Assigned to:	Marshall Sladyen
			Added date:	03/01/2016
			Target Completion Date:	12/18/2015

			Comments:	Faculty members made aware of meeting dates. Smoke Signals, the weekly newsletter and the Hall High webpage both list the meeting dates which allows for stakeholders to be made aware of each SLT meeting.
			Task Completed:	12/11/2015 12:00:00 AM
Implement	Percent Task Complete:			100%
Indicator	**ID08 - The Leadership Team serves as a conduit of communication to the faculty and staff.(43)**			
Status	**No decision has been made** Tasks completed: 6 of 6 (100%)			
Assess	Level of Development:			Initial: Limited Development 10/10/2012
	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 Leadership team is working with the Department Chairs, Administrative Leadership Team and Instructional Teams to disseminate information. Information is also being shared electronically via the common T: Drive, school website, Smoke Signals newsletter, faculty meetings, and community council meetings.
Plan	Assigned to:			Leslie Purdy
	How it will look when fully met:			The Leadership Team is constituted in a way that enables it to receive input from faculty and staff and to convey information to them. Guest passwords are provided to all stakeholders to view the evolving school improvement plan. The Leadership Team meeting minutes are made available to faculty and staff via email. School improvement plan updates are provided monthly during faculty meetings. The collaboration team minutes are available to all via the shared drive (T:drive).
	Target Date:			02/10/2016
	Tasks:			
		1. SLT Bylaws outline communication flow among teams.		
			Assigned to:	Marshall Sladyen
			Added date:	02/04/2016
			Target Completion Date:	08/19/2015

			Comments:	The principal shall meet with Department Heads no later than one week after the first monthly Leadership Team Meeting. One of the assistant principals shall meet with the Campus Leadership Team (teachers, parents, students, community, and business stakeholders) no later than one week after the second monthly Leadership Team Meeting. Information discussed in the Leadership Team meetings will be shared with the Instructional Team and the Campus Leadership Team at that time. Department Heads will share information with individual teachers during department meetings which shall occur no later than one week after the Department Head meeting. Information/Responses from teachers will travel in the opposite direction to reach the Leadership Team.
			Task Completed:	8/19/2015 12:00:00 AM
		2. SLT provides guest passwords to all stakeholders.		
			Assigned to:	Marshall Sladyen
			Added date:	02/04/2016
			Target Completion Date:	10/14/2015
			Comments:	Shared multiple times with stakeholders via email, PD, and faculty meetings.
			Task Completed:	10/14/2015 12:00:00 AM
		3. The Leadership Team meeting minutes are made available to faculty and staff electronically.		
			Assigned to:	Roxie Browning
			Added date:	02/04/2016
			Target Completion Date:	03/17/2016
			Frequency:	twice monthly
			Comments:	Send minutes to staff after meeting with SIS to establish agenda for next meeting. Agendas and minutes are sent via email and uploaded to the T:Drive.
			Task Completed:	2/17/2016 12:00:00 AM
		4. Principal will make School Improvement Plan Update as a standing agenda item for faculty meetings.		
			Assigned to:	Larry Schleicher
			Added date:	02/04/2016
			Target Completion Date:	03/17/2016
			Frequency:	monthly
			Comments:	This will include 45-day plan, ACSIP, Indistar and any other items relative to school improvement as needed.
			Task Completed:	2/1/2016 12:00:00 AM
		5. Process manager will set up folders on T:Drive for collaboration meeting minutes.		
			Assigned to:	Marshall Sladyen
			Added date:	02/04/2016
			Target Completion Date:	03/17/2016
			Comments:	All faculty and staff members have access to the T:Drive

			Task Completed:	2/10/2016 12:00:00 AM
		6. Collaboration meeting reporter will send minutes to process manager to be posted on T:Drive		
			Assigned to:	Roxie Browning
			Added date:	02/04/2016
			Target Completion Date:	03/17/2016
			Frequency:	twice monthly
			Comments:	Minutes from each meeting are taken via a rotation between three SLT members.
			Task Completed:	2/24/2016 12:00:00 AM
Implement	Percent Task Complete:			100%
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: 1 of 2 (50%)			
Assess	Level of Development:		Initial: No development or Implementation 12/03/2014	
			Will include in plan	
	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 Leadership Team has not looked at school performance data nor classroom observation data. No decisions about school improvement no professional development needs have been discussed.	
Plan	Assigned to:		Roxie Browning	
	How it will look when fully met:		A variety of data will be examined at each leadership team meeting. The Leadership Team considers both disaggregated student outcome data and data on patterns of professional practice to determine professional development needs and plan appropriate professional development.	
	Target Date:		12/16/2016	
	Tasks:			
		1. 1. Collect multiple forms of data (math, literacy, discipline, attendance, etc.)		
			Assigned to:	Larry Schleicher
			Added date:	12/03/2014
			Target Completion Date:	03/18/2016
			Frequency:	twice monthly
			Comments:	Make a regular habit of reviewing and analyzing data to help make decisions that will impact school improvement.
			Task Completed:	3/16/2016 12:00:00 AM

		2. Math Facilitator, Literacy Facilitator, and Principal shall put data in an easy-to-read visual representation before SLT meetings. (Tentative) Due date for data will be the Friday before the scheduled SLT meeting.		
			Assigned to:	Marshall Sladyen
			Added date:	12/10/2015
			Target Completion Date:	06/01/2016
			Frequency:	twice monthly
			Comments:	
Implement	Percent Task Complete:			50%

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	Tasks completed: 0 of 9 (0%)		
Assess	Level of Development:	Initial: Limited Development 11/08/2012	
	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:	CWTs need to be uploaded to TeachScape so that data can be presented to Leadership Team. Once data is presented, appropriate professional development will be planned. Additional pieces must be incorporated into one report. UPDATE 10/28/15 - Classroom observation data has not been presented in the Leadership Team meetings. UPDATE 02/04/16 - No longer using CWTs using classroom observations designed by the district instead. SLT has not yet begun to analyze classroom observations to plan for PD. UPDATE 03/18/16 The district requirement of five classroom observations per week are not being completed making it difficult to collect and analyze observational data. At times, the administrative team discusses what is being observed as areas of weakness during classroom observations. The principal is sharing the total number of observations completed with the SLT and during administrative leadership meetings. The principal has determined that an area of weakness is "student grouping."	
Plan	Assigned to:	Larry Schleicher	

	How it will look when fully met:			SLT will discuss classroom observation data at each meeting. After analyzing data and identifying areas of weakness, the SLT will make recommendations for teacher professional development to address the areas of need. The principal and Leadership Team facilitate professional learning by applying "a body of technical knowledge and skills to plan, design, implement, and evaluate professional learning" (Learning Forward, 2012). Operational data helps the Leadership Team monitor the functioning of the school's systems. This data includes: (1) documents such as the school's policies and procedures, schedule, programs, and improvement plans; (2) evaluations of the school's programs; (3) observational data collected from classroom observations; (4) perceptions data such as surveys of teachers', parents', and students' perceptions about the school; and (5)proceedings of teams, including their agendas, minutes, and work products. Professional development can be planned by reviewing all the pieces of relevant data. After training, classroom observations are conducted again to see if the professional development changed the behaviors and skills of those who attended.
	Target Date:			05/10/2017
	Tasks:			
		1. Administrators will create a form to conduct Focus Walks to identify areas of instructional need.		
			Assigned to:	Karisa Allmon
			Added date:	02/04/2016
			Target Completion Date:	06/10/2016
			Comments:	Modify form previously used for Focus Walks in the LRSD. Administrative Team will approve changes.
		2. Present Focus Walk form to faculty to advise them of what will be covered in Focus Walks.		
			Assigned to:	Larry Schleicher
			Added date:	02/04/2016
			Target Completion Date:	08/12/2016
			Comments:	Present form at March Faculty meeting.
		3. Develop schedule for Focus Walks to be conducted every two weeks.		
			Assigned to:	Larry Schleicher
			Added date:	02/04/2016
			Target Completion Date:	09/12/2016
			Comments:	
		4. Administrators will conduct Focus Walks		
			Assigned to:	Roxie Browning
			Added date:	02/04/2016
			Target Completion Date:	09/13/2016
			Frequency:	twice monthly

			Comments:	At each faculty meeting, staff will be notified of the Focus Walk schedule and areas to be observed every two weeks. Every administrator will collect data on each of their assigned teachers during each two week period.
		5. Data from Focus Walks will be presented to SLT to determine PD needs of faculty.		
			Assigned to:	Marshall Sladyen
			Added date:	02/04/2016
			Target Completion Date:	09/28/2016
			Frequency:	twice monthly
			Comments:	Focus Walk Data will be an agenda item for each SLT meeting. Data will be communicated to staff per SLT bylaws. This will become a standing agenda item for faculty meetings.
		6. PD will be conducted based on data from Focus Walk observations.		
			Assigned to:	Shirley Ferguson
			Added date:	02/04/2016
			Target Completion Date:	10/17/2016
			Comments:	
		7. After training, classroom observations are conducted again to see if the professional development changed the behaviors and skills of those who attended.		
			Assigned to:	Roxie Browning
			Added date:	02/04/2016
			Target Completion Date:	10/31/2016
			Comments:	
		8. Administrators conduct regular classroom observations to collect data for analysis.		
			Assigned to:	Larry Schleicher
			Added date:	03/30/2016
			Target Completion Date:	03/18/2016
			Comments:	The district requirement is 5 observations per week for administrators.
		9. The SLT plans professional development after reviewing the principal's observational summary report.		
			Assigned to:	Roxie Browning
			Added date:	03/30/2016
			Target Completion Date:	03/18/2016
			Comments:	Based on verbal summary reports from administrators on the SLT, professional development planning has been discussed during SLT meetings. January 29, 2016 PD, PLC possibilities based on needs, and collaboration/instructional teaming support needed based observations.
Implement	Percent Task Complete:			0%

Indicator	**IF06 - Teachers are required to make individual professional development plans based on classroom observations.(70)(All Schools,Focus,Priority)**
Status	Tasks completed: 2 of 3 (67%)

Assess	Level of Development:	Initial: No development or Implementation 10/28/2015	
		Will include in plan	
	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 observations are occurring for some teachers. When observations occur some feedback is given.	
Plan	Assigned to:	Larry Schleicher	
	How it will look when fully met:	Teachers will develop individual professional development plans. Classroom observations will be a part of the process used to form the teachers' plans. This will be a collaborative process between the teacher and administration using classroom observations and feedback provided via email and conferences as needed.	
	Target Date:	10/31/2016	
	Tasks:		
		1. Administrators conduct classroom observations at least one per day per administrator.	
		Assigned to:	Larry Schleicher
		Added date:	11/11/2015
		Target Completion Date:	03/18/2016
		Frequency:	daily
		Comments:	Directive form Mr. Burton that all administrators should conduct at least one observation per day (per administrator). Mr. Schleicher as building administrator should be responsible for this task per Mr. Burton.
		2. Communicate with teachers that their classroom observations should lead to needed related professional development.	
		Assigned to:	Larry Schleicher
		Added date:	11/11/2015
		Target Completion Date:	12/09/2015
		Frequency:	four times a year
		Comments:	Discussions can be held via email or in person
		Task Completed:	12/9/2015 12:00:00 AM
		3. Implement the appropriate domains from PTAS to support the development of teachers PGP.	
		Assigned to:	Larry Schleicher
		Added date:	03/30/2016
		Target Completion Date:	11/02/2015
		Frequency:	once a year
		Comments:	Administrators provide support to teachers in the development of the PGP through PTAS.
		Task Completed:	10/28/2015 12:00:00 AM

Implement	Percent Task Complete:	67%	
Indicator	**IF11 - The school provides all staff high quality, ongoing, job-embedded, and differentiated professional development.(3984)(All Schools,Focus,Priority)**		
Status	Tasks completed: 0 of 1 (0%)		
Assess	Level of Development:	Initial: Limited Development 12/02/2015	
	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:	The school provides all staff limited amounts of high quality, ongoing, job-embedded, and differentiated professional development.	
Plan	Assigned to:	Karisa Allmon	
	How it will look when fully met:	High quality PD that is ongoing will be provided. The PD will be job embedded allowing for authentic, ample practice opportunities for those striving to improve practices. Staff development opportunities will be aligned to valid and reliable data that is personally differentiated for them.	
	Target Date:	12/16/2016	
	Tasks:		
	1. Collect and analyze classroom observation data.		
	Assigned to:	Larry Schleicher	
	Added date:	02/10/2016	
	Target Completion Date:	03/18/2016	
	Frequency:	weekly	
	Comments:	The administrative leadership team meets weekly to analyze classroom observation data.	
Implement	Percent Task Complete:	0%	
Curriculum, Assessment, and Instructional Planning			
Engaging teachers in assessing and monitoring student mastery			
Indicator	**IIB02 - Unit pre-tests and post-tests are administered to all students in the grade level and subject covered by the unit of instruction.(92)(Priority)**		
Status	Tasks completed: 0 of 6 (0%)		
Assess	Level of Development:	Initial: Limited Development 11/08/2012	
	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:	SOAR tests are given in math and literacy at all grade levels. Some teachers are administering pre/post tests but not at all grade levels and subject areas. All students (ESL & SPED) should be included. Elements is used in SPED and ESL. ESL uses Edge in Literacy. Update: 3/1/16 - Math and Literacy 9-10 are implementing pre and post exams. Teachers and math and literacy facilitators are analyzing data.
Plan	Assigned to:	Marshall Sladyen
	How it will look when fully met:	The Instructional Teams systematically develop and administer formative assessments at the beginning and end of units. Teachers use the data to differentiate instruction. Teams use the information to modify units of instruction and share the most successful teaching strategies.
	Target Date:	12/16/2016
	Tasks:	
	1. 9th and 10th Literacy teachers will establish units of instruction.	
	Assigned to:	Shirley Ferguson
	Added date:	03/01/2016
	Target Completion Date:	03/18/2016
	Frequency:	four times a year
	Comments:	Units of instruction will be prepared for each quarter by the instructional teams.
	2. Geometry teachers will establish units of instruction.	
	Assigned to:	Angela Jackson
	Added date:	03/01/2016
	Target Completion Date:	03/18/2016
	Frequency:	four times a year
	Comments:	Units of instruction will be developed for each quarter during collaboration.
	3. Algebra I teachers will develop units of instruction.	
	Assigned to:	Shirley Forehand
	Added date:	03/01/2016
	Target Completion Date:	03/18/2016
	Frequency:	four times a year
	Comments:	Units of instruction will be developed quarterly during collaboration time.
	4. 9th and 10th grade literacy teachers will implement pre and post assessments based on units of instruction taught.	
	Assigned to:	Shirley Ferguson
	Added date:	03/01/2016
	Target Completion Date:	03/18/2016
	Frequency:	monthly
	Comments:	Pre and post assessments will follow district due dates.
	5. Geometry teachers will implement pre and post assessments based on units of instruction taught.	

			Assigned to:	Angela Jackson
			Added date:	03/01/2016
			Target Completion Date:	03/18/2016
			Frequency:	monthly
			Comments:	Pre and post assessments will follow district guidelines.
		6. Algebra I teachers will implement pre and post assessments based on units of instruction taught.		
			Assigned to:	Shirley Forehand
			Added date:	03/01/2016
			Target Completion Date:	03/18/2016
			Frequency:	monthly
			Comments:	Pre and post assessments will follow district guidelines.
Implement	Percent Task Complete:			0%

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	In Plan / No Tasks Created		
Assess	Level of Development:	Initial: Limited Development 02/14/2013	
	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:	Limited to 9th grade academy and tested subjects. Provide PD and PLCs.	
Plan	Assigned to:	Not yet assigned	
	Added date:		

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	In Plan / No Tasks Created		
Assess	Level of Development:	Initial: No development or Implementation 11/08/2012	
		Will include in plan	
	Index:	3	(Priority Score x Opportunity Score)
	Priority Score:	3	(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:	Not implemented.	
Plan	Assigned to:	Not yet assigned	
	Added date:		

Indicator	**IID06 - Yearly learning goals are set for the school by the Leadership Team, utilizing student learning data.(104)(Focus,Priority)**		
Status	In Plan / No Tasks Created		
Assess	Level of Development:	Initial: Limited Development 11/08/2012	
	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:	Learning goals are set by Leadership team but do not utilize ALL available data sources. Leadership Team must ensure that goals are shared and understood by all teachers.	
Plan	Assigned to:	Not yet assigned	
	Added date:		

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 11/08/2012	
	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:	Most courses have the documents. Documents need to be developed for courses.	
Plan	Assigned to:	Not yet assigned	
	Added date:		

Classroom Instruction

Expecting and monitoring sound classroom management

Indicator	**IIIC10 - All teachers reinforce classroom rules and procedures by positively teaching them.(165)(Priority)**
Status	In Plan / No Tasks Created

Assess	Level of Development:	Initial: Limited Development 10/14/2015	
	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:	Some teachers are positively teaching classroom rules and procedures.	
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	**Full Implementation**

Assess	Level of Development:	Initial: Full Implementation 10/14/2015
	Evidence:	Begin in 9th grade to talk with students about college, career, or military. Career coach. Kuder Assessment with 9th graders. Meet with students during spring semester and discuss college and career so they can select courses. Provide info with volunteer info, job shadowing, and career focus. Career Week each November. College Fair. SPED dept does transition fair for all students with focus on SPED students. Provide scholarship information to all seniors and juniors through daily announcements, Smoke Signals, text service through Remind.com, college information about preview days. work with students to do FAFSA and Universal Application for state scholarships. Working with seniors for graduation statements (credits and future plans). NCAA Clearninghouse. Encourage participation with ACT (fee waivers).
	Added date:	