


Comprehensive Progress Report

Mission: Engage, Enlighten, and Enrich students following the core principles of JCEC: Education, Leadership, Service, and Community.

Vision: Our students are prepared to achieve their personal best as contributing members of their communities.

Goals:
Maintain School Performance Grade above 90
Raise the overall ACT Composite Score Average to 26.

 Activity in the last 12 months

! = Past Due Objectives KEY = Key Indicator

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		High expectations for all staff and students			
	A1.09	The school expects students to participate in activities to develop skills outside of the classroom (e.g., service learning, clubs, athletics, enrichment opportunities, internships).(5090)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Service Learning has always been a part of the mission at JCEC, however this year we have made it the priority focus of JCEC. By utilizing service opportunities within the community, JCEC has structured a plan in which students are given the opportunity to serve in the local community during the school day on select Fridays. There will also be an increased focused on student-led clubs.	Limited Development 10/03/2018		
<i>How it will look when fully met:</i>		<p>Students will travel to various sites across Western North Carolina and participate in structured community service during the 2018-2019 school year. During the month of September 2018, over one hundred JCEC students contributed more than 600 hours of community service. By May, students will have participated in 2000 hours of community service at least 10 different partner groups and locations. Our goal is for at least 85% of students participate in service opportunity.</p> <p>Interact Club membership will increase to at least 15 members for the 2019-2020 school year.</p> <p>For 2019-2020 JCEC student led clubs will meet a minimum of twice monthly. Groups will maintain sign in sheets at each meeting targeting 80% participation of members at all meetings.</p> <p>At least 90% of the student body will participate in all HOUSE team building, HOUSE Cup, and biannual Service Dates for the 2019-2020 School Year.</p>		Melanie Jacobs	05/31/2020
Actions			2 of 7 (29%)		
	10/3/18	Adult leaders will be more intentional in encouraging student leaders to take a leadership role during student club meetings.	Complete 05/31/2019	Melanie Jacobs	05/31/2019
<i>Notes:</i>		Students have been encouraged to create clubs based on student interests. This year a group of students created a Future Health Care Professionals Club and a Literature and Creativity Club. In order to create a club, students are required to have an adult sponsor, develop goals for the club, and submit the plan to the principal for final approval.			

10/3/18	JCEC will have one more service date in Fall 2018 and four more dates in Spring 2019.	Complete 05/31/2019	Melanie Jacobs	05/31/2019
	<i>Notes:</i> As of 4-5-19, students have completed all Fall Service Learning Goals and will complete the Final Spring Service day on 4-12-19. Service Learning has taken hold at Jackson County Early College and has become an integral part of our school.			
5/30/19	Interact Club Membership Drive		Melanie Jacobs	10/31/2019
	<i>Notes:</i> Interact Club representatives will come to JCEC during Neighborhood on for the purpose of recruiting student members.			
5/30/19	Organization of club meeting dates will be established at the beginning of the school year.		Melanie Jacobs	10/31/2019
	<i>Notes:</i> Student led clubs will meet on Mondays-Thursdays at 1 pm in the Multi-Purpose Room. Team leaders will be responsible for choosing a date for their club to meet. The expectation will be that each club meets on the same day at least twice per month and meeting dates for each club will be posted. (Ex. Future Health Care Professionals Club meeting the 1st and 3rd Tuesday of each month at 1 pm in the MP Room)			
5/30/19	Students will participate in 2 Service Learning trips during the 2019-2020 School Year. One in the Fall Semester and one in the Spring Semester.		Inga Sutton	03/27/2020
	<i>Notes:</i> Trips will be to provide local service to include: trash pickup, preschool, First Baptist, Adult Day Care, Ochre Hill Baptist Lord's Closet			
5/30/19	Students will participate in HOUSE team building to build a sense of community among students in the same HOUSE within the school.		Inga Sutton	03/27/2020
	<i>Notes:</i> Each HOUSE teacher is responsible for creating activities to build a sense of community within his/her own HOUSE group. Activities will occur during the afternoon Service Dates Fall and Spring of the 2019-2020 School Year.			
5/30/19	Students will participate in the second annual HOUSE Cup Event at the Jackson County Rec Center to compete in team building activities.		Pamela Judson	05/31/2020
	<i>Notes:</i>			

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		Student support services			
KEY	A4.01	The school implements a tiered instructional system that allows teachers to deliver evidence-based instruction aligned with the individual needs of students across all tiers.(5117)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		This is an area that we are focused on strengthening our practice. Teachers not only address this in their content area classrooms, but also through their HOUSE/ advisory cohorts that meet weekly.	Limited Development 09/28/2016		
		Priority Score: 3 Opportunity Score: 3	Index Score: 9		
<i>How it will look when fully met:</i>		Students will receive differentiated supports in classroom settings throughout the high school curriculum courses. Teachers will use data from both informal and formal formative assessments to assess and determine additional needs for supports. The student services team will collaborate with classroom teachers to assist in providing targeted academic supports that are individualized and specific to their needs. Students will have time provided during the school day to access these support resources and receive individualized instructional support from highly qualified teachers in that content area. All staff will be trained in MTSS by district leadership (Adam Holt and Kelly Doppke).		Melanie Jacobs	05/31/2020
<i>Actions</i>			5 of 9 (56%)		
9/28/16	Advisory practices in HOUSE will continue to be refined to address the academic progress of every student as well as address the needs they may have that prepare them for successful outcomes in college classes.		Complete 11/07/2016	Gloria Painter	05/25/2017
<i>Notes:</i> Work with Student services team members as well as other staff to develop guides and framework for high quality, effective advisory practices that support students in core instructional setting.					
9/28/16	Rigor and how it applies to a highly effective honors curriculum will be the addressed through professional development activities with our instructional coaching services.		Complete 05/25/2017	Inga Sutton	05/25/2017
<i>Notes:</i> collaborate with principal and instructional coaches to develop professional development plan for the year.					
10/20/17	JCEC will examine Core Instructional practices (Tier 1) as it relates to MTSS.		Complete 09/05/2019	Brandon Pendergast	05/31/2018
<i>Notes:</i>					
10/20/17	JCEC staff will participate in MTSS Tier 1 professional learning to support their work in examining core instructional practices utilizing the online PD platform in NCEES.		Complete 05/30/2019	Brandon Pendergast	05/30/2019

<i>Notes:</i>				
4/5/19	Student Support Team will collaborate with high school teachers and seek information on college courses for monthly meetings to plan a course of action to help all students through intervention and support.	Complete 05/30/2019	Melanie Jacobs	05/30/2019
<i>Notes:</i>				
9/3/19	Students will take the BASC Behavior Screener Self Assessment.		Melanie Jacobs	10/15/2019
<i>Notes:</i>				
9/3/19	Administration will review and analyze results of BASC Behavior Screener with Guidance Counselor to determine area of need.		Sabrina Hallman	11/15/2019
<i>Notes:</i>				
9/3/19	Based on the results of the BASC Behavior Screener, supports will be put in place for students as needed.		Sabrina Hallman	12/01/2019
<i>Notes:</i>				
9/3/19	All Teachers will be trained in MTSS Module 2 by district support staff, Kelly Doppke and Adam Holt.		Melanie Jacobs	12/01/2019
<i>Notes:</i>				
Implementation:		05/30/2019		
Evidence	10/20/2017 Portfolio of each Honors level course and the framework for the course has been developed and compiled into a binder for all teachers to reference.			
Experience	10/20/2017 AIG specialist at JCEC led the review and development of a revised Honors Portfolio for the Honors level courses at JCEC.			
Sustainability	10/20/2017 Continuing review, revision, and evaluation of honors portfolio and practices.			

KEY	A4.06	ALL teachers are attentive to students' emotional states, guide students in managing their emotions, and arrange for supports and interventions when necessary.(5124)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		This element was full implemented in that past due to having the support of a fully staffed counselor position to support the teachers and students in this work. This school year, due to budget reasons, the position was not filled at JCEC. Therefore, we are now at a limited development/implementation status. While the priority is high, the opportunity is driven by budget and is that makes it a low score. The current efforts to meet this objective involve the college liaison and high school principal serving as student support services personnel for teachers and students.	Limited Development 09/28/2016		
<i>How it will look when fully met:</i>		After budget reviews at the district level and collaboration between the principal and district level personnel and SCC personnel as appropriate, JCEC will staff at least a part time counselor for the 2017-18 school year with the plan to fully staff the position in the 18-19 school year.		Melanie Jacobs	10/31/2019
Actions			2 of 3 (67%)		
	9/10/18	Pamela Judson will attend Youth Mental Health First Aid Training at SCC and will provide training for faculty and staff.	Complete 11/14/2018	Pamela Judson	11/14/2018
<i>Notes:</i>					
	5/10/18	Recruitment and hiring of a full time counselor	Complete 08/01/2018	Melanie Jacobs	08/01/2019
<i>Notes:</i>					
	10/20/17	Offer PD in PBIS training to all JCEC staff		Melanie Jacobs	10/31/2019
<i>Notes:</i> Collaborate with Dana Tucker to provide this training.					

KEY	A4.16	The school develops and implements consistent, intentional, and on-going plans to support student transitions for grade-to-grade and level-to-level.(5134)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Incoming Freshmen will take the JCEC elective course How to Lead and Succeed. This course will focus on time management, organization, leadership, and stress management skills. Incoming freshmen will also participate in Freshmen Summer Bridge which will focus on team building with their new cohort and transitioning into JCEC.	Limited Development 10/20/2017		
<i>How it will look when fully met:</i>		When this objective is fully met, courses and plans will be in place to support student transition from 8th grade to their freshman year at JCEC and to support the transition into college coursework for freshmen and sophomores.		Melanie Jacobs	06/01/2020
Actions			3 of 5 (60%)		
	4/5/19	Schedule students for Fall 2019 How to Lead and Succeed Course during advising.	Complete 05/01/2019	Pamela Judson	04/30/2019
<i>Notes:</i>					
	4/5/19	Plan Course Content for "How to Lead and Succeed"	Complete 05/30/2019	Melanie Jacobs	08/01/2019
<i>Notes:</i>		Ms. Cope will be teaching the Lead to Succeed Class following the book 7 Habits of Highly Effective Teens. She will be inviting guest speakers to talk about financial planning and implement group projects such as yearbook to help students develop both planning and leadership skills.			
	4/5/19	Host Freshman Academy	Complete 08/01/2019	Pamela Judson	08/18/2019
<i>Notes:</i>					
	4/5/19	Teach "How to Lead and Succeed" Course		Mary Jo Cope	05/31/2020
<i>Notes:</i>		This course is currently in progress and students have multiple opportunities to develop leadership skills with campus wide projects and community involvement.			
	4/5/19	Check in with "How to Lead and Succeed" Course instructor		Melanie Jacobs	05/31/2020
<i>Notes:</i>					

Core Function:	Dimension B - Leadership Capacity
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Effective Practice:	Strategic planning, mission, and vision
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KEY	B1.01	The LEA has an LEA Support & Improvement Team.(5135)	Implementation Status	Assigned To	Target Date
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Initial Assessment:	We have implemented a highly effective school improvement process at JCEC that is supported at the school and district levels. We also collaborate with external instructional coaching and leadership service providers as it aligns to our SIP goals.	Full Implementation 12/13/2018		
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Core Function:	Dimension B - Leadership Capacity			
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Effective Practice:	Distributed leadership and collaboration			
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KEY	B2.03	The school has established a team structure among teachers with specific duties and time for instructional planning.(5143)	Implementation Status	Assigned To	Target Date
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Initial Assessment:	All teachers at JCEC have common planning from 9:30-11:00 daily. Specific meeting occur on Wednesdays on a monthly basis to focus staff expertise in planning for student success.		Limited Development 06/04/2019		
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How it will look when fully met:	When fully met, staff members will collaborate a minimum of three times per month to support the needs of students and the school.			Melanie Jacobs	06/01/2020
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Actions			0 of 4 (0%)		
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6/4/19	The school improvement team will meet the first Wednesday of each month. This team at JCEC consists of all staff members and one parent.			Melanie Jacobs	06/01/2020
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<i>Notes:</i>					
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6/4/19	The MTSS team consisting of all faculty will meet the second Wednesday of each month.			Melanie Jacobs	06/01/2020
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<i>Notes:</i>	Team meeting will focus on professional development (Tier 2 training) and initiating student supports to help all students succeed.				
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6/4/19	Staff/PLC meeting will occur the 3rd Wednesday of each month.			Inga Sutton	06/01/2020
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<i>Notes:</i>	Important information will be disseminated and plans will be made to support learning across the curriculum (ACT prep, etc.)				
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6/4/19	The Student Support Services team consisting of the guidance counselor, college liaison, and principal will meet the fourth Wednesday of each month to review individual student concerns and develop a plan of action. Additional meetings will be called on an as needed basis.			Pamela Judson	06/01/2020
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Notes: Students will be contacted prior to each meeting to provide concerns about specific students so the team can brainstorm a plan of action. Teachers will be invited to attend to discuss their student concern. Grades will be reviewed on both the high school and college level and attendance concerns will be discussed at these meetings.

Core Function:		Dimension C - Professional Capacity			
Effective Practice:		Quality of professional development			
KEY	C2.01	The LEA/School 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.(5159)	Implementation Status	Assigned To	Target Date
Initial Assessment:		The JCEC PLC will analyze at Pre-ACT data for this year's juniors and develop a plan of action to help students set individual learning goals and to create structures for support from teachers in their area of expertise.	Limited Development 08/27/2019		
How it will look when fully met:		When fully implemented, each teacher will have completed instruction with targeted intervention areas based on student need. Students will reach their target goals for practice in areas in which they struggle but also maintain ample practice in areas of strength on the Pre-ACT. At least 90% of students will reach their individual targeted ACT score. The overall average ACT score for juniors at JCEC in 2020 will be 24 or higher.		Melanie Jacobs	02/28/2020
Actions			3 of 7 (43%)		
	8/27/19	Counselor will provide a list of minimum entrance scores for popular universities.	Complete 09/13/2019	Sabrina Hallman	09/13/2019
		<i>Notes:</i> Ms. Hallman will meet with students briefly during HOUSE to disseminate information.			
	8/27/19	Analyze Pre-ACT data and place students into target groups for intervention. Select intervention dates for January and February 2020 and place on calendar.	Complete 09/18/2019	Mary Jo Cope	09/18/2019
		<i>Notes:</i> Teachers will work together during the September Staff/PLC meeting to determine intervention times and strategies. Ms. Cope will bring data to meeting for analysis and dissemination.			
	8/27/19	Make room reservation for the January and February ACT Boot Camp Dates.	Complete 09/19/2019	Pamela Judson	09/19/2019

	<i>Notes:</i>			
8/27/19	Students will use their own Pre-ACT data and information regarding targeted ACT score for entrance into their choice of university to create individual goals.		Mary Jo Cope	10/25/2019
	<i>Notes:</i> Ms. Cope will guide students in this process during HOUSE on 10/25/19. Ms. Hallman will be available for support as well.			
8/27/19	Students will complete independent and guided practice using ACT practice materials. Specific practice areas will be based on student goals.		Mary Jo Cope	12/31/2019
	<i>Notes:</i> Students will work independently and will be responsible for reporting progress to their HOUSE teacher Ms. Cope who will monitor progress.			
8/27/19	Provide scheduled time for ACT Prep with teacher guidance for students who need or prefer more guided support.		Pamela Judson	01/06/2020
	<i>Notes:</i> Ms. Cope will have a Study Group time assigned that will be listed in PowerSchool as Seminar. During this 90 minute block students will be scheduled to be in Ms. Cope's room for the purpose of ACT prep each day during the months of January and February. Students may be assigned specific week days if necessary based on college schedules.			
8/27/19	ACT Boot Camp		Mary Jo Cope	01/07/2020
	<i>Notes:</i> Scheduled formal ACT Boot Camp with Educational Consultants on January 7th from 8 am-3 pm with two follow up Skype session (dates TBD) with consultants and students prior to test in February of 2020.			

Core Function:		Dimension E - Families and Community			
Effective Practice:		Family Engagement			
KEY	E1.06	The school regularly communicates with parents/guardians about its expectations of them and the importance of the curriculum of the home (what parents can do at home to support their children's learning).(5182)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		The Student Support Team Collaborates with high school teachers to determine barriers to student success (attendance, home situation, effort) and to develop a plan of action.	Limited Development 04/05/2019		
<i>How it will look when fully met:</i>		When fully met, plans will be in place for parent meeting to discuss supports available and expectations for home involvement to improve student attendance and academic achievement.		Melanie Jacobs	05/31/2020
Actions			1 of 4 (25%)		
4/5/19	Attendance meeting will be held for students and parents any time a student misses 10% or more of an academic high school course calculated at any time during the semester.		Complete 05/31/2019	Melanie Jacobs	05/31/2019
<i>Notes:</i>		Attendance meetings are now in place and we have experienced success with students being more proactive with contacting teachers to make up seat time when they miss class. We are fully implementing and will continue the same procedures next school year.			
5/30/19	JCEC will implement required student led conferences once in the Fall and once in the Spring for parents to come in with their student in the evening to review work and progress.			Inga Sutton	04/23/2020
<i>Notes:</i>					
4/5/19	Academic meetings will be held for students who are in danger of failing any course (high school or college level). Parents will be invited to meetings.			Melanie Jacobs	05/31/2020
<i>Notes:</i>		Monitoring student progress through the Student Support Team has been successful in identifying students with academic needs. At times, social/emotional support needs were also identified during meeting with students/parents and referrals to Meridian have been made as needed or other supports have been offered. We will continue next school year.			
5/30/19	Provide parents an opportunity to acknowledge they are aware of student grades and to let teachers know if they would like to request a conference with Mid-Term Check Ins.			Inga Sutton	05/31/2020

Notes: Check-In sheets will be sent home with students mid way through each semester to give parents an opportunity to request conferences if needed. The first check in target date is October 16th.

Core Function:		Dimension E - Families and Community			
Effective Practice:		Community Engagement			
E2.02		The school provides a broad spectrum of communication to the community through meetings, announcements, newsletters, and a consistently updated website.(5189)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		The Jackson County Early College Webpage has been updated with an Active Student Services page with helpful information about applying for college and financial aid. JCEC Twitter page is updated regularly. App Space is now active in the Lobby and Scrolls announcements. Both Edmodo and Remind 101 are being used to post important information for students and parents have the option to join. Connect-Ed is being used to send calls to parents and students with important updates. Neighborhood Edmodo is being utilized to send mass information relevant to all students. Brochures have been created and distributed to all K-8 school in Jackson County to promote the Early College in the Community.	Limited Development 04/05/2019		
<i>How it will look when fully met:</i>		When this objective is fully met, parents and prospective candidates will have access to a wide range of media to access information about Jackson County Early College, including information about what the Early College offers students and updates for current students to make sure they and their parents are aware of all upcoming events and activities well in advance.		Melanie Jacobs	12/31/2019
<i>Actions</i>			2 of 3 (67%)		
4/5/19	Update Student Services section of Web Page to include access to information relevant to support all services available to students.	Complete 09/15/2019	Sabrina Hallman	09/15/2019	
<i>Notes:</i>					
10/1/19	Work with District Staff and SCC Staff to promote JCEC through Social Media.		Melanie Jacobs	05/30/2020	
<i>Notes:</i>					
4/5/19	Work with district technology staff to keep web page up to date.	Complete 05/31/2019	Melanie Jacobs	05/31/2020	
<i>Notes:</i> This will be an ongoing objective.					