

Comprehensive Improvement Plan for Schools

Rationale

School improvement efforts focus on student needs through a collaborative process involving all stakeholders to establish and address priority needs, district funding, and closing achievement gaps between identified subgroups of students. Additionally, schools build upon their capacity for high-quality planning by making connections between academic resources and available funding to address targeted needs.

Operational definitions of each area within the plan

Goal: Long-term three to five year target based on Kentucky Board of Education required goals. Schools may supplement with individual or district goals.

Objective: Short-term target to be attained by the end of the current school year.

Strategy: Research-based approach based on the 6 Key Core Work Processes designed to systematically address the process, practice or condition that the district will focus its efforts upon in order to reach its goals/objectives.

Activity: The actionable steps used to deploy the chosen strategy.

Key Core Work Processes: A series of processes that involve the majority of an organization's workforce and relate to its core competencies. These are the factors that determine an organization's success and help it prioritize areas for growth.

Measure of Success: the criteria that you believe shows the impact of our work. The **measures** may be quantifiable or qualitative, but they are observable in some way. Without data on what is being accomplished by our deliberate actions, we have little or no foundation for decision-making or improvement.

Progress Monitoring: is used to assess the plan performance, to quantify a rate of improvement based on goals and objectives, and to evaluate the effectiveness of the plan.

Guidelines for Building an Improvement Plan

- There are 6 required District Goals: Proficiency, Separate Academic Indicator, Achievement Gap Closure, Graduation rate, Growth, and Transition readiness.
- There are 5 required school-level goals:
 - For elementary/middle school: Proficiency, Separate Academic Indicator, Gap, Growth, and Transition readiness.
 - For high school: Proficiency, Separate Academic Indicator, Gap, Graduation rate, and Transition readiness.
- There can be multiple objectives for each goal.
- There can be multiple strategies for each objective.
- There can be multiple activities for each strategy.

1: Proficiency Goal

Goal 1: Manchester Elementary will increase the average combined KPREP Reading and Math proficiency percentage for all students in 3rd - 6th grade from 64.2% to 70% by 2022.

Which **Strategy** will the district use to address this goal? (*The Strategy can be based upon the six Key Core Work Processes listed below or another research-based approach. Provide justification and/or attach evidence for why the strategy was chosen.*)

- [KCWP 1: Design and Deploy Standards](#)
- [KCWP 2: Design and Deliver Instruction](#)
- [KCWP 3: Design and Deliver Assessment Literacy](#)
- [KCWP 4: Review, Analyze and Apply Data](#)
- [KCWP 5: Design, Align and Deliver Support](#)
- [KCWP 6: Establishing Learning Culture and Environment](#)

Which **Activities** will the district deploy based on the strategy or strategies chosen? (*The links to the Key Core Work Processes activity bank below may be a helpful resource. Provide a brief explanation or justification for the activity.*)

- [KCWP1: Design and Deploy Standards Classroom Activities](#)
- [KCWP2: Design and Deliver Instruction Classroom Activities](#)
- [KCWP3: Design and Deliver Assessment Literacy Classroom Activities](#)
- [KCWP4: Review, Analyze and Apply Data Classroom Activities](#)
- [KCWP5: Design, Align and Deliver Support Classroom Activities](#)
- [KCWP6: Establishing Learning Culture and Environment Classroom Activities](#)

In the following chart, identify the timeline for the activity or activities, the person(s) responsible for ensuring the fidelity of the activity or activities, and necessary funding to execute the activity or activities.

Objective	Strategy	Activities to Deploy Strategy	Measure of Success	Progress Monitoring Date & Notes	Funding
<p>Objective 1: Manchester Elementary will increase the KPREP Reading proficiency percentage for all students in 3rd -6th grade from 61.6% to 65% by 12/20/21.</p> <p>Objective 2: Manchester Elementary will increase the KPREP Math proficiency for all students in 3rd - 6th grade from 67.9% to 70% by 12/20/21.</p>	Review, Analyze & Apply Data	<ul style="list-style-type: none"> ➤ Implement student participation in parent/teacher conferences to address student-led data and goal setting. ➤ Monitor and evaluate the validity of assessments and learning targets. ➤ Increase Rigor of questions and assessments. ➤ Sondag Program implemented for 2nd grade targeted students. 	<ul style="list-style-type: none"> ● PLC Agenda /Mins. ● Student Data Folders ● Parent/Teacher Conferences ● Student Growth ● Learning Target Alignment ● Assessment tracking of each student focusing on those with most need. 	<ul style="list-style-type: none"> ● 30-60-90 Day Plan ● Quarterly Report ● Math (Exact Path) Report Quarterly ● Parent/Teacher Conference ● Weekly grade level PLC meetings 	\$0
	Design and Deliver Instruction	<ul style="list-style-type: none"> ➤ Ensure item analysis methods are occurring during PLC meeting to evaluate instructional effectiveness and determine if instructional adjustments are needed. ➤ Ensure that student understand the success criteria within each learning target. 	<ul style="list-style-type: none"> ● Learning Target Alignment ● PLC Agenda/Mins. ● Assessment Analysis ● Learning Target walkthrough ● Principal Observations ● Debriefing ● Instructional Coach Observations ● MAP Data ● KPREP Scores 	<ul style="list-style-type: none"> ● Weekly grade level PLC meetings ● Principal Observation log located in principal office. ● Instructional coach observation log located in coach's office. 	\$2,100

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2: Separate Academic Indicator

Goal 2: Manchester Elementary will increase the average combined separate academic indicators (Social Studies, Writing, and Science) proficiency percentage for student in those subject areas from 55.26% to 59% by 2022.

Which **Strategy** will the district use to address this goal? (*The Strategy can be based upon the six Key Core Work Processes listed below or another research-based approach. Provide justification and/or attach evidence for why the strategy was chosen.*)

- [KCWP 1: Design and Deploy Standards](#)
- [KCWP 2: Design and Deliver Instruction](#)
- [KCWP 3: Design and Deliver Assessment Literacy](#)
- [KCWP 4: Review, Analyze and Apply Data](#)
- [KCWP 5: Design, Align and Deliver Support](#)
- [KCWP 6: Establishing Learning Culture and Environment](#)

Which **Activities** will the district deploy based on the strategy or strategies chosen? (*The links to the Key Core Work Processes activity bank below may be a helpful resource. Provide a brief explanation or justification for the activity.*)

- [KCWP1: Design and Deploy Standards Classroom Activities](#)
- [KCWP2: Design and Deliver Instruction Classroom Activities](#)
- [KCWP3: Design and Deliver Assessment Literacy Classroom Activities](#)
- [KCWP4: Review, Analyze and Apply Data Classroom Activities](#)
- [KCWP5: Design, Align and Deliver Support Classroom Activities](#)
- [KCWP6: Establishing Learning Culture and Environment Classroom Activities](#)

In the following chart, identify the timeline for the activity or activities, the person(s) responsible for ensuring the fidelity of the activity or activities, and necessary funding to execute the activity or activities.

Objective	Strategy	Activities to Deploy Strategy	Measure of Success	Progress Monitoring Date & Notes	Funding
<p>Objective 1: Manchester Elementary will increase the KPREP Science proficiency percentage for all students in 4th grade from 33% to 48% by 12/2021.</p> <p>Objective 2: Manchester Elementary will increase the KPREP Writing proficiency for all students in 5th grade from 62.96% to 64% by 12/2021.</p>	Review, Analyze & Apply Data	<ul style="list-style-type: none"> ➤ Ensure congruency between standards, learning targets, and assessments. ➤ Monitor and evaluate the validity of assessments and learning targets. ➤ Continue to work on science task and data analysis 	<ul style="list-style-type: none"> ● PLC Agenda /Mins. ● Student Growth ● Learning Target Alignment ● Assessment Analysis ● Highlighted Standards 	<ul style="list-style-type: none"> ● 30-60-90 Day Plan ● Quarterly Report ● Weekly grade level PLC meetings <ul style="list-style-type: none"> ○ Tracked student growth with MAP testing assessment data. ○ Principal observations ○ PLC agenda minutes in instructional coach office. ○ All assessment scores are located in accessible folders. ● Highlighted Standards are kept in Teacher room. 	\$0
	Design and Deliver Instruction	<ul style="list-style-type: none"> ➤ Ensure item analysis methods are occurring during PLC meeting to 	<ul style="list-style-type: none"> ● Learning Target Alignment 	<ul style="list-style-type: none"> ● Weekly grade level PLC meetings 	

<p>Objective 3: Manchester Elementary will increase the KPREP Social Studies proficiency for all students in the 5th grade from 59.25% to 63% by 12/2021..</p>		<p>evaluate instructional effectiveness and determine if instructional adjustments are needed.</p> <ul style="list-style-type: none"> ➤ Ensure that student understand the success criteria within each learning target. ➤ New writing program C3WP (Board Mandated) could not find research to back program and the program itself could not provide research. 	<ul style="list-style-type: none"> ● PLC Agenda/Mins. ● Assessment Analysis ● Principal/Instructional Coach Observation ● Debriefing ● Walkthrough 	<ul style="list-style-type: none"> ○ Tracked student growth with MAP testing assessment data. ○ Principal observations ○ PLC agenda minutes in instructional coach office. ○ All assessment scores are located in accessible folders. ○ Teacher debriefing and walk thru reports are located in teacher folders. ● Principal Observation log located in principal office. ● Instructional coach observation log located in coach's office. 	
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3: Gap

Goal 3: Manchester Elementary will increase the combined KPREP Reading and Math proficiency percentage for all 3rd -6th grade students in the (Free/Reduced Lunch) non-duplicated gap group from 54% to 60% by 2022.

<p>Which Strategy will the district use to address this goal? (<i>The Strategy can be based upon the six Key Core Work Processes listed below or another research-based approach. Provide justification and/or attach evidence for why the strategy was chosen.</i>)</p> <ul style="list-style-type: none"> • KCWP 1: Design and Deploy Standards • KCWP 2: Design and Deliver Instruction • KCWP 3: Design and Deliver Assessment Literacy • KCWP 4: Review, Analyze and Apply Data • KCWP 5: Design, Align and Deliver Support • KCWP 6: Establishing Learning Culture and Environment 	<p>Which Activities will the district deploy based on the strategy or strategies chosen? (<i>The links to the Key Core Work Processes activity bank below may be a helpful resource. Provide a brief explanation or justification for the activity.</i>)</p> <ul style="list-style-type: none"> • KCWP1: Design and Deploy Standards Classroom Activities • KCWP2: Design and Deliver Instruction Classroom Activities • KCWP3: Design and Deliver Assessment Literacy Classroom Activities • KCWP4: Review, Analyze and Apply Data Classroom Activities • KCWP5: Design, Align and Deliver Support Classroom Activities • KCWP6: Establishing Learning Culture and Environment Classroom Activities 	<p>In the following chart, identify the timeline for the activity or activities, the person(s) responsible for ensuring the fidelity of the activity or activities, and necessary funding to execute the activity or activities.</p>
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Objective	Strategy	Activities to Deploy Strategy	Measure of Success	Progress Monitoring Date & Notes	Funding
<p>Objective 1: Manchester Elementary will increase the KPREP Reading proficiency percentage for all students 3rd-6th in the non-duplicated gap group from 51.4% to 55% by 12/2021.</p> <p>Objective 2: Manchester Elementary will increase the KPREP Math Proficiency percentage for all students 3rd- 6th in the non-duplicated gap group from 57% to 60% by 12/2021.</p>	<p>Review, Analyze & Apply Data</p>	<ul style="list-style-type: none"> ➤ Ensure congruency between standards, learning targets, and assessments. ➤ Monitor and evaluate the validity of assessments and learning targets. ➤ Monitor student work. ➤ Monitor questioning technique 	<ul style="list-style-type: none"> • PLC Agenda /Mins. • Student Growth • Learning Target Alignment • Assessment Analysis • Highlighted Standards 	<ul style="list-style-type: none"> • 30-60-90 Day Plan • Quarterly Report • Weekly grade level PLC meetings <ul style="list-style-type: none"> ○ Tracked student growth with MAP testing assessment data. ○ Principal observations ○ PLC agenda minutes in instructional coach office. ○ All assessment scores are located in accessible folders. 	<p>\$0</p>
	<p>Design and Deliver Instruction</p>	<ul style="list-style-type: none"> ➤ Ensure item analysis methods are occurring during PLC meeting to evaluate instructional effectiveness and determine if instructional adjustments are needed. ➤ Ensure that student understand the success criteria within each 	<ul style="list-style-type: none"> • Learning Target Alignment • PLC Agenda/Mins. • Assessment Analysis • Principal/Instructional Coach Observation • Debriefing • Walkthrough 	<ul style="list-style-type: none"> • Weekly grade level PLC meetings <ul style="list-style-type: none"> ○ Tracked student growth with MAP testing assessment data. ○ Principal observations ○ PLC agenda 	

		<p>learning target.</p> <ul style="list-style-type: none"> ➤ Ensure that work accurately aligned to standards. ➤ Monitor student work ➤ Monitor questioning technique 		<p>minutes in instructional coach office.</p> <ul style="list-style-type: none"> ○ All assessment scores are located in accessible folders. ○ Teacher debriefing and walk thru reports are located in teacher folders. ● Principal Observation log located in principal office. ● Instructional coach observation log located in coach's office. 	
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4: Graduation rate

Goal 4 (*State your Graduation Rate goal*): *This is not applicable for elementary*

<p>Which Strategy will the district use to address this goal? (<i>The Strategy can be based upon the six Key Core Work Processes listed below or another research-based approach. Provide justification and/or attach evidence for why the strategy was chosen.</i>)</p> <ul style="list-style-type: none"> ● KCWP 1: Design and Deploy Standards ● KCWP 2: Design and Deliver Instruction ● KCWP 3: Design and Deliver Assessment Literacy ● KCWP 4: Review, Analyze and Apply Data ● KCWP 5: Design, Align and Deliver Support ● KCWP 6: Establishing Learning Culture and Environment 	<p>Which Activities will the district deploy based on the strategy or strategies chosen? (<i>The links to the Key Core Work Processes activity bank below may be a helpful resource. Provide a brief explanation or justification for the activity.</i>)</p> <ul style="list-style-type: none"> ● KCWP1: Design and Deploy Standards Classroom Activities ● KCWP2: Design and Deliver Instruction Classroom Activities ● KCWP3: Design and Deliver Assessment Literacy Classroom Activities ● KCWP4: Review, Analyze and Apply Data Classroom Activities ● KCWP5: Design, Align and Deliver Support Classroom Activities ● KCWP6: Establishing Learning Culture and Environment Classroom Activities 	<p>In the following chart, identify the timeline for the activity or activities, the person(s) responsible for ensuring the fidelity of the activity or activities, and necessary funding to execute the activity or activities.</p>
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Objective	Strategy	Activities to Deploy Strategy	Measure of Success	Progress Monitoring Date & Notes	Funding
Objective 1					
Objective 2					

5: Growth

Goal 5: Manchester Elementary will increase the average combined KPREP Reading and Math typical growth for all students in 4th -6th grade from 64% to 68% by 2022.

<p>Which Strategy will the district use to address this goal? (<i>The Strategy can be based upon the six Key Core Work Processes listed below or another research-based approach. Provide justification and/or attach evidence for why the strategy was chosen.</i>)</p> <ul style="list-style-type: none"> • KCWP 1: Design and Deploy Standards • KCWP 2: Design and Deliver Instruction • KCWP 3: Design and Deliver Assessment Literacy • KCWP 4: Review, Analyze and Apply Data • KCWP 5: Design, Align and Deliver Support • KCWP 6: Establishing Learning Culture and Environment 	<p>Which Activities will the district deploy based on the strategy or strategies chosen? (<i>The links to the Key Core Work Processes activity bank below may be a helpful resource. Provide a brief explanation or justification for the activity.</i>)</p> <ul style="list-style-type: none"> • KCWP1: Design and Deploy Standards Classroom Activities • KCWP2: Design and Deliver Instruction Classroom Activities • KCWP3: Design and Deliver Assessment Literacy Classroom Activities • KCWP4: Review, Analyze and Apply Data Classroom Activities • KCWP5: Design, Align and Deliver Support Classroom Activities • KCWP6: Establishing Learning Culture and Environment Classroom Activities 	<p>In the following chart, identify the timeline for the activity or activities, the person(s) responsible for ensuring the fidelity of the activity or activities, and necessary funding to execute the activity or activities.</p>
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Objective	Strategy	Activities to Deploy Strategy	Measure of Success	Progress Monitoring Date & Notes	Funding
<p>Objective 1: Manchester Elementary will increase the KPREP Reading typical growth for all students in 4th-6th grade to 60.25% by 12/2021.</p> <p>Objective 2: Manchester Elementary will increase the KPREP Math typical growth for all students in 4th-6th grade from 67.93 to 70% by 12/2021.</p>	<p>Design, Align, and Deliver Support</p>	<p>➤ Utilize daily formative data collection tools, benchmark data, summative data, non-academic data, and teacher observations to ensure high levels of teacher effectiveness and student achievement.</p>	<ul style="list-style-type: none"> • Learning Targets • Data Team • Principal Observation • Inst. Coach Observation • Student Growth Data • MAP Scores • KPREP Scores 	<ul style="list-style-type: none"> • 30-60-90 Day Plan • Quarterly Report <ul style="list-style-type: none"> ○ All assessment scores are located in accessible folders. ○ Teacher debriefing and walk thru reports are located in teacher folders. • Principal Observation log located in principal office. • Instructional coach observation log located in coach’s office. 	<p>\$0</p>
	<p>Review, Analyze, and Apply data</p>	<p>➤ Increase collaboration in data analysis, including identification of student need.</p> <p>➤ Ensure that student understand the success criteria within each learning target.</p> <p>➤ Ensure that work accurately aligns to standards.</p>	<ul style="list-style-type: none"> • Learning Target Alignment • PLC Agenda/Mins. • Assessment Analysis • RTI Data • “Watch List” Notes • Debriefing • Walkthrough 	<ul style="list-style-type: none"> • Weekly grade level PLC meetings <ul style="list-style-type: none"> ○ Tracked student growth with MAP testing assessment data. ○ PLC agenda minutes in instructional coach office. ○ All assessment scores are located 	

				<ul style="list-style-type: none"> ○ in accessible folders. ○ Teacher debriefing and walk thru reports are located in teacher folders. ○ Teachers received watch list in November. ● Principal Observation log located in principal office. ● Instructional coach observation log located in coach's office. ● RTI Data tracking information is located in instructional coach's office. 	
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6: Transition Readiness

Goal 6: Manchester Elementary will increase the combined Reading and Math percentage of 5th grade students meeting benchmark from 60.7% to 65% as measured by MAP test by 2022.

<p>Which Strategy will the district use to address this goal? <i>(The Strategy can be based upon the six Key Core Work Processes listed below or another research-based approach. Provide justification and/or attach evidence for why the strategy was chosen.)</i></p> <ul style="list-style-type: none"> ● KCWP 1: Design and Deploy Standards ● KCWP 2: Design and Deliver Instruction ● KCWP 3: Design and Deliver Assessment Literacy ● KCWP 4: Review, Analyze and Apply Data ● KCWP 5: Design, Align and Deliver Support ● KCWP 6: Establishing Learning Culture and Environment 	<p>Which Activities will the district deploy based on the strategy or strategies chosen? <i>(The links to the Key Core Work Processes activity bank below may be a helpful resource. Provide a brief explanation or justification for the activity.)</i></p> <ul style="list-style-type: none"> ● KCWP1: Design and Deploy Standards Classroom Activities ● KCWP2: Design and Deliver Instruction Classroom Activities ● KCWP3: Design and Deliver Assessment Literacy Classroom Activities ● KCWP4: Review, Analyze and Apply Data Classroom Activities ● KCWP5: Design, Align and Deliver Support Classroom Activities ● KCWP6: Establishing Learning Culture and Environment Classroom Activities 	<p>In the following chart, identify the timeline for the activity or activities, the person(s) responsible for ensuring the fidelity of the activity or activities, and necessary funding to execute the activity or activities.</p>
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Objective	Strategy	Activities to Deploy Strategy	Measure of Success	Progress Monitoring Date & Notes	Funding
Objective 1: Manchester Elementary will increase the combined Reading and Math percentage of 5 th grade students meeting benchmark as measured by the MAP test to 62.5% for the	Design and Deliver Assessment Literacy	Ensure that standardized assessment results are used appropriately to excel student achievement.	<ul style="list-style-type: none"> ● PLC Agenda ● Assessment Analysis ● Student Data Folders ● Student Growth 	<ul style="list-style-type: none"> ● Weekly grade level PLC meetings <ul style="list-style-type: none"> ○ Tracked student growth with MAP testing assessment data. ● Student data folder can be found in classrooms. 	
		Ensure that assessments are	<ul style="list-style-type: none"> ● Parent/Teacher 	<ul style="list-style-type: none"> ● Parent/Teacher Conference 	

2020/2021 school year.		designed to best evaluate learning.	Conf. <ul style="list-style-type: none"> ● Learning Targets ● Standard Alignment ● Principal Observation ● Debriefing 	*(11/20/19) students shared data tracking folders with parents. <ul style="list-style-type: none"> ● Principal Observation log located in principal office. ● Instructional coach observation log located in coach's office. <ul style="list-style-type: none"> ○ Teacher debriefing and walk thru reports are located in teacher folders. 	
	Review, Analyze, and Apply Data	Monitor student participation in self-assessment and goal setting.	<ul style="list-style-type: none"> ● MAP Scores ● KPREP Scores 	<ul style="list-style-type: none"> ○ All assessment scores are located in accessible folders. 	
		Use assessment data to help students assess and adjust their own learning.			

7: Other (optional)

Goal 7:

<p>Which Strategy will the district use to address this goal? (<i>The Strategy can be based upon the six Key Core Work Processes listed below or another research-based approach. Provide justification and/or attach evidence for why the strategy was chosen.</i>)</p> <ul style="list-style-type: none"> • KCWP 1: Design and Deploy Standards • KCWP 2: Design and Deliver Instruction • KCWP 3: Design and Deliver Assessment Literacy • KCWP 4: Review, Analyze and Apply Data • KCWP 5: Design, Align and Deliver Support • KCWP 6: Establishing Learning Culture and Environment 	<p>Which Activities will the district deploy based on the strategy or strategies chosen? (<i>The links to the Key Core Work Processes activity bank below may be a helpful resource. Provide a brief explanation or justification for the activity.</i>)</p> <ul style="list-style-type: none"> • KCWP1: Design and Deploy Standards Classroom Activities • KCWP2: Design and Deliver Instruction Classroom Activities • KCWP3: Design and Deliver Assessment Literacy Classroom Activities • KCWP4: Review, Analyze and Apply Data Classroom Activities • KCWP5: Design, Align and Deliver Support Classroom Activities • KCWP6: Establishing Learning Culture and Environment Classroom Activities 	<p>In the following chart, identify the timeline for the activity or activities, the person(s) responsible for ensuring the fidelity of the activity or activities, and necessary funding to execute the activity or activities.</p>
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