

### Comprehensive Progress Report

**Mission:**

Troutman Elementary staff will work together to provide a rigorous differentiated curriculum in which students achieve high academic growth.

**Vision:**

Troutman Elementary School will educate and inspire our students to become innovative learners, compassionate students, and productive citizens of society.

**Goals:**

Strategic Goal: By August 2025 (when individual school growth data is released by the state), the overall school growth index as measured by EVAAS will Exceed Growth (2.0) every year. Target Goal: For the 2022-23 school year, Troutman Elementary School will Exceed Growth (2.0). Growth data from 2015-2016; Met Growth at 0.78. Growth data from 2016-2017; Exceeded Growth at 6.36. Growth data from 2017-2018; Met Growth at 1.38. Growth data for 2018-2019; Met Growth at 1.12. Growth data for 2019-2020 was not available due to school closure. Growth data for 2020-2021; Exceeded Growth at 16 and for 2021-2022; Met Growth at 1.82.

Strategic Goal: By June 2025, Troutman Elementary School will meet the district's strategic goal an overall End of Grade proficiency rating of 80%. Target Goal: Troutman Elementary School will have an overall proficiency rating of 68% for the 2022-23 school year. Troutman Elementary School had an overall proficiency rating of 63% for the 2020-2021 school year. Troutman Elementary School did not have a proficiency rating for the 2019-2020 school year due to school closure. Troutman Elementary School's proficiency is 62.3% for 2018-2019 school year. Troutman's proficiency rating for the 2017-2018 school year was 61.8%.

Strategic goal: The overall proficiency of our EC population will increase to 26% by the 2022-2023 school year. The overall proficiency for EC students will increase by 1% each year for the 2021-2022 and 2022-2023 school years.



! = Past Due Objectives

KEY = Key Indicator

**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>			<p>2022-2023: Tier 1 core plans for literacy, math, and behavior will be developed and updated by grade level teachers at BOY, MOY, and EOY during PLC's. The following assessments will be used to gauge instruction and identify academic gaps: mClass(K-3) as the universal screener for literacy. iReady reading(4-5) will be used as the universal screener for literacy. LETRS implementation will begin across all grade levels K-5. iReady math(K-5) will be used as the universal screener for math. mClass progress monitoring and iReady growth checks will be used throughout the school year. Intervention programs: Bridges for math, Phonics for reading, Heggerty, and Lexia.</p> <p>2021-2022: Tier I core plans for math, literacy, and behavior will be developed and updated by grade level teachers during PLC's throughout the school year. In January 2022, the school and district will implement LTRS across all grade levels. The following assessments will be used to gauge instruction and identify academic gaps: mClass (K-3) as the universal screener. Grades 4-5 will use the iReady Math and iReady Reading diagnostic assessment three times a year in addition to the monthly growth check. Intervention programs: Bridges for math, Letterland intervention tools, and Phonics for reading.</p> <p>2020-2021: The district's curriculum guide was updated to reflect the curriculum that was not covered during the last nine weeks of school due to school closure. Once initial BOY assessments are completed in both reading and math, the Tier I core plans will be developed by each grade level team. We will use the following formal assessments for reading this year in K-5: iReady Reading (BOY, MOY, and EOY), EOGs, NC Check-ins, and iReady growth monitoring in reading and math.</p> <p>2019-2020: Tier I core plans for math and literacy will be developed and updated by grade level teachers during PLC's throughout the school year. TES will implement the following assessments this school year: IStation (K-3) as the universal screener for determining instructional reading levels. Grades 4-5 are using the iReady Math and iReady Reading diagnostic assessment three times a year. Grade 3 is using iReady Math.</p>	Limited Development 04/12/2016		

	<p>Letterland assessments and interventions will also be used K-2.</p> <p>2018-2019: Tier I core plans for math and literacy will be developed and updated by grade level teachers during PLC's throughout the school year, starting in September 2018. Teachers use the following assessments: mClass/Dibels (K-3) as a universal screener for determining instructional reading levels. Grades 1-5 use the STAR assessment as an additional tool to determine student's independent reading range. Grades 4-5 are using the iReady Math and iReady Reading diagnostic assessment three times a year. All grade levels (K-5) use IStation as a universal reading assessment each month. NC Check-ins data for 3rd, 4th, and 5th grade is another formative assessment used by the school. All of the above assessment information is used to develop explicit Tier I Core Instruction. Lesson plans are housed in Google Drive. For Tiers II and III, grade level teams work with the Leadership Team and the school counselor to review school, grade level, and individual classroom data and then develop small group interventions and enrichment. These plans are housed in RTI Stored. Classroom teachers are responsible for managing Tiers II and III files for students.</p>			
	<p>Priority Score: 3</p>	<p>Opportunity Score: 2</p>	<p>Index Score: 6</p>	
<p><b><i>How it will look when fully met:</i></b></p>	<p>All students who are below grade level as measured by a variety of data assessment points will have a Tier II or a Tier III plan in RTI Stored with a clear intervention plan in place that includes frequency and time allotment. A mid-year review of Tier II and Tier III plans will be reviewed at the start of the second semester. Because TES has been designated as a TSI school due to low EOG proficiency scores in the EC subgroup, all EC assessment data (BOG, iReady Math and iReady Reading) that is available in grades 3-5 will be reviewed, discussed, and compared to grade level and school data. All assessment data will also be reviewed, discussed, and compared for additional subgroups (Ethnicity, ESL. minority).</p>		<p><b>Kimberly Cressman</b></p>	<p><b>06/09/2023</b></p>

	Grade level PLC's will conduct a review at the end of the year of Tier II and Tier III plans to set direction for individual students at the beginning of the new year.				
<b>Actions</b>			<b>143 of 159 (90%)</b>		
9/6/22	Administer 3rd Grade BOG		Complete 09/19/2022	3rd Grade Team	09/15/2022
	<i>Notes:</i>				
9/6/22	Administer BOY mClass reading assessment			Teachers grades K-3	09/15/2022
	<i>Notes:</i>				
9/13/22	4th and 5th grade administer BOY iReady reading diagnostic.			Homeroom teachers	09/28/2022
	<i>Notes:</i>				
9/13/22	K-5 administer BOY Math iReady Diagnostic.			Homeroom teachers	09/28/2022
	<i>Notes:</i>				
9/6/22	Develop BOY Tier 1 Reading Core Plan			Dr. Thompson and Instructional Excellence Team	09/30/2022
	<i>Notes:</i>				
9/6/22	Disaggregate BOG Reading data by subgroup			Grade level teams, Thompson	09/30/2022
	<i>Notes:</i>				
9/6/22	Develop BOY Tier 1 Math Core Plans (K-5)			Instructional Excellence Team, Thompson	10/01/2022
	<i>Notes:</i>				
9/6/22	Disaggregate and analyze BOY mClass reading data and identify grade level gaps			K-3 teachers	10/15/2022
	<i>Notes:</i>				
9/13/22	Disaggregate and analyze BOY iReady reading data and identify grade level gaps for 4th and 5th grade.			4th and 5th Homeroom teachers	10/22/2022
	<i>Notes:</i>				
9/13/22	Disaggregate and analyze BOY iReady Math data and identify grade level gaps for K-5.			All homeroom teachers	10/22/2022
	<i>Notes:</i>				
9/6/22	Administer NC Check-In #1 (Reading and Math)			3-5 teachers	10/31/2022
	<i>Notes:</i>				

9/6/22	Disaggregate and analyze Reading Check-In #1 data		Thompson, Grade 3-5 teachers	10/31/2022
<i>Notes:</i>				
9/6/22	Create a BOY spreadsheet that indicates how EC students are performing (BOG, mClass, iReady) compared to the school population and share out with staff.		Kimberly Cressman	11/01/2022
<i>Notes:</i>				
9/6/22	Revisit Tier 1 core plans in both Reading and Math during PLC's to make sure they align to the SIP and the district strategic plan.		Kellie Thompson	11/15/2022
<i>Notes:</i>				
9/6/22	Administer iReady Reading and Math growth checks.		homeroom teachers	12/22/2022
<i>Notes:</i>				
9/6/22	Implement Tier 2 and Tier 3 interventions for reading.		Laws, Ross, homeroom teachers	12/22/2022
<i>Notes:</i>				
9/6/22	Implement Tier 2 and Tier 3 math interventions (Bridges)		Ross, Laws	12/22/2022
<i>Notes:</i>				

<b>Core Function:</b>		<b>Dimension B - Leadership Capacity</b>			
<b>Effective Practice:</b>		<b>Monitoring instruction in school</b>			
<b>KEY</b>	<b>B3.03</b>	<b>The principal monitors curriculum and classroom instruction regularly and provides timely, clear, constructive feedback to teachers.(5149)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
<b>Initial Assessment:</b>		<p>2022-2023: Seven new homeroom teachers have been added to TES: 2 in Kindergarten, 3 in first grade, 1 in third grade, and 1 in fifth grade (two student teachers have been assigned: 1 in first grade and 1 in second grade). An computer enhancement position was added. Kindergarten will attend media/guidance instead of science. Lesson plans are housed in Google drive along with PLC agendas and grade level planning agendas. Lesson plans will focus on LETRS strategies and implementation. Grade level chairs will work with the IF to ensure that grade levels are following the PLC matrix. Administration is present for grade level PLCs and at least one admin will attend grade level meetings held by grade chairs.</p> <p>2021-2022: TES maintained all of its teachers from the previous</p>	Limited Development 05/13/2016		

school year except for the loss of the science lab teacher whose position has not been filled. Lesson plans are housed in Google drive and new this year, each grade level team must submit their weekly PLC agenda into the drive The instructional facilitator has a weekly PLC agenda, also housed in Google drive, that follows the ISS PLC matrix. Administration is present for IF led PLC's and at least one member of the leadership team attends the grade level PLCs led by the grade chairperson.

2020-2021: Six new teachers were added to TES: 3 in kindergarten, 1 in 1st, 1 in 2nd, and 1 in 3rd (a student teacher who has been approved to serve as the classroom teacher). Each homeroom has at least one virtual student. Seesaw is the platform for K-3 remote/virtual students and Canvas is being used as the platform for 4th and 5th grades. Lesson plans will be housed in Google drive and will include instruction for face to face, virtual, and remote learners.

2019-2020: Four new teachers were added to TES staff; 1 in 1st grade, 2 in 2nd grade, and 1 in 3rd grade. Except for the four new teachers, there were no changes to grade level teams for this year. A new assistant principal was assigned to TES. Growth data: met at 1.12 and overall EOG proficiency for 2018-2019 was 62.3%.

Every grade level team will house a lesson plan framework on Google Drive. Lesson plan non-negotiables will be developed and in place for all teachers to follow based on ISS's Learning Triangle by the end of the first nine weeks. Weekly PLC's led by the IF (with administration present) will occur every Tuesday and monthly topics include curriculum/instruction (math clusters and ELA standards), data analysis (iReady, IStation, NC Check-ins, and progress monitoring), and RTI (student intervention groups).

2018-2019: Current data indicates that TES met growth for the 2017-2018 school year. However, school growth declined from a 6.86 (2016-2017) to a 1.38 (2017-2018). Minimal changes were made to grade level teams for the 18-19 school year. But, the state has a brand new math curriculum that is being implemented this year. The district has released its timeline for completion of teacher observations and PDP completion. Classroom Walk-throughs will continue this year.

Every grade level team will house lesson plans on Google Drive (previous lesson plans have been archived and are view only). Lesson plans and instructional delivery must include: Letterland (K-2), Daily 5 and Number Talks (all grade levels) as well as direct and small group instruction. Grade level teams are required to meet with the leadership team each week (Tuesdays) as a PLC to discuss curriculum/instruction, data analysis, and interventions.

For the 2017-2018 school year, 9 new staff members were added to Troutman Elementary School; five beginning teachers (less than 3 years teaching experience) and 4 other teachers: 2 with over 10 years teaching experience, one with 4 years experience, and one with five years teaching experience from New York, but is in her first year in North Carolina. Grade level teams in grades 1, 2, 3, 4, and enhancements have new staff members this year. In addition, the Instructional Facilitator is in that role for the first time this year. The assistant principal has completed the initial NCEES training as required during the first 10 days of school. The principal has developed an teacher observation schedule for the 2017-18 school year and will adhere to the district benchmarking dates for completion of teacher evaluations and professional development plans. The principal and assistant principal provide timely feedback as evidenced by evaluation summaries in NCEES. The principal, assistant principal, and instructional facilitator will conduct 20 Classroom Walkthroughs on every certified teacher in school and email individual walk-through data to each teacher at the conclusion of the walk. Each grade level team will house their lesson plans on Google Drive. Lesson plans and instructional delivery must include: Letterland (K-2), Daily 5 and Number Talks (all grade levels) as well as direct and small group instruction. Grade level teams are required to meet with the leadership team each week (Tuesdays) as a PLC to discuss curriculum/instruction, data analysis, and interventions.

***How it will look when fully met:***

2021-2022: All teacher evaluations and professional development growth plans will be completed on or before the timelines set forth by the district. Grade level lesson plans, K-5 and enhancements will be housed in Google Documents for all

**Kimberly Cressman**

**06/09/2023**

TES staff to view. Weekly PLC's as led by the leadership team will include discussions on curriculum/instruction, data analysis, interventions, and classroom strategies. Each grade chairperson will be responsible for the creation of their weekly PLC agenda as well as documenting the events in the meeting each week.

2019-2020: All teacher evaluations and professional development growth plans will be completed on or before the timelines set forth by the district. Grade level lesson plans, K-5 and enhancements will be housed in Google Documents for all TES staff to view. Lesson plan template will be designed and aligned to the district academic triangle (5 questions). Weekly PLC's as led by the leadership team will include discussions on curriculum/instruction, data analysis, interventions, and classroom strategies.

2018-2019: All teacher evaluations and professional development growth plans will be completed on or before the timelines set forth by the district. Grade level lesson plans, K-5 and enhancements will be housed in Google Documents for all TES staff to view (and align curriculum). Lesson plans will include specific look-fors regarding classroom instruction. Weekly PLC's as led by the leadership team will include discussions on curriculum/instruction, data analysis, interventions, and classroom strategies.

[Observation Schedule](#)

<b>Actions</b>		<b>135 of 155 (87%)</b>		
9/11/22	Develop teacher observation schedule in which same administrator evaluates all the teachers in one grade level.		Cressman	09/01/2022
<i>Notes:</i>				
9/11/22	NCEES Orientation		Mills	09/09/2022
<i>Notes:</i>				
9/11/22	Teachers complete BOY PDP (goal aligned to SIP or LETRS implementation)		All Staff	09/30/2022
<i>Notes:</i>				
9/11/22	Complete 1st comprehensive evaluation.		Cressman/Mills	10/14/2022
<i>Notes:</i>				



9/11/22	Complete abbreviated and standard evaluations.		Cressman/Mills	11/04/2022
<i>Notes:</i>				
9/11/22	Complete 2nd comprehensive evaluation.		Cressman/Mills	12/14/2022
<i>Notes:</i>				
9/16/22	Coaching cycles will occur for teachers when data falls below 40 percent proficient in areas specified by core plans.		Kellie Thompson	06/06/2023
<i>Notes:</i>				
9/13/22	Adhere to the district matrix for grade level PLC meeting with IF.		Kellie Thompson	06/09/2023
<i>Notes:</i>				
9/16/22	Kindergarten grade level plans will be housed in Google docs for review and edit each week.		Dawn Bell	06/09/2023
<i>Notes:</i>				
9/16/22	1st Grade lesson plans will be housed in Google docs for review and edits weekly.		Kelly Trudelle and Ben Waugh	06/09/2023
<i>Notes:</i>				
9/16/22	2nd Grade lesson plans will be housed in Google docs for review and editing weekly.		Christine Hallstrom	06/09/2023
<i>Notes:</i>				
9/16/22	3rd grade lesson plans will be housed in Google docs		Dawn Cardwell	06/09/2023
<i>Notes:</i>				
9/16/22	4th Grade lesson plans will be housed in Google docs and reviewed and edited each week.		Leann Adkins	06/09/2023
<i>Notes:</i>				
9/16/22	5th grade lesson plans will be housed in Google doc to review and edit weekly.		Cheryl Long	06/09/2023
<i>Notes:</i>				

<b>Core Function:</b>		<b>Dimension E - Families and Community</b>			
<b>Effective Practice:</b>		<b>Family Engagement</b>			
<b>!</b>	<b>KEY</b>	<b>E1.06</b>	<b>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)</b>	<b>Implementation Status</b>	<b>Assigned To</b>
					<b>Target Date</b>

<p><b>Initial Assessment:</b></p>	<p>2022-2023: All grade levels K-5 host parent/curriculum nights. These curriculum nights provide parents with information about their child's curricular goals, to support parents understanding of student performance reports, and information on resources available to support students at home. Additionally all staff are required to conduct a minimum of two face-to-face parent conferences per year. An ESL parent night occurs each year. Other opportunities for parent involvement throughout the year include: Open House, Kindergarten registration, It's Happening Here, musical performances, kindergarten pumpkin carving, family book fair nights, Science Fair, Math Expo, Spelling Bee, Fuel Up To Play 60 Community Health Fair Night. In addition, teachers will send home a weekly or bi-weekly newsletter to keep parents informed of current reading and math learning targets.</p> <p>2021-2022: To start the school year, parents and visitors are not permitted in the school building due to COVID. However, a face-to-face Open House was in place. Current forms of communication include phone calls, emails, mass notification, newsletters, Facebook, the school's webpage. In addition, parents are invited into school for individual parent conferences and/or IEP meetings. The school will re-visit opening the school to parents for curriculum nights and other gatherings at the end of the first quarter.</p> <p>2020-2021: The school year begins on Plan B which severely limits parent communication through face to face opportunities. Communication with families occurs through the following: Zoom, email, phone calls, Seesaw/Canvas, Mass Notification, newsletters, Facebook, and the school website.</p> <p>2019-2020: All grade levels K-5 host parent/curriculum nights. These curriculum nights provide parents with information about their child's curricular goals, to support parents understanding of student performance reports, and information on resources available to support students at home. Additionally all staff are required to conduct a minimum of two face-to-face parent conferences per year. An ESL parent night occurs each year. Other opportunities for parent involvement throughout the year include: Open House, Kindergarten registration, It's Happening Here, musical performances, kindergarten pumpkin carving,</p>	<p>Limited Development 05/13/2016</p>		
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	<p>family book fair nights, Science Fair, Math Expo, Fuel Up To Play 60 Community Health Fair Night. In addition, teachers will send home a weekly newsletter to keep parents informed of current reading and math learning targets.</p> <p>2017-18: All grade levels K-5 host parent/curriculum nights. These curriculum nights provide parents with information about their child's curricular goals, to support parents understanding of student performance reports, and information on resources available to support students at home. Additionally all staff are required to conduct a minimum of two face-to-face parent conferences per year. An ESL parent night occurs each year. Other opportunities for parent involvement throughout the year include: Open House, Kindergarten registration, It's Happening Here, musical performances, kindergarten pumpkin carving, family book fair nights, Science Fair, Math Expo, Fuel Up To Play 60 Community Health Fair Night.</p>			
<b>How it will look when fully met:</b>	Teachers will continue to include strategies and tips in their weekly newsletter for parents to assist and support instruction in the classroom. Parents have access to web-based programs (iReady) that can be accessed in the home. After the end of the first nine weeks, the school will re-evaluate the possibility of grade level curriculum nights and face-to-face conferences. In the meantime, TES will rely on electronic forms of communication, telephone calls, and face-to-face dialogue for IEP meetings and teacher requested parent conferences.		<b>Kimberly Cressman</b>	<b>05/31/2022</b>
<b>Actions</b>		<b>101 of 116 (87%)</b>		
9/6/22	Open House	Complete 08/24/2022	Kim Cressman	08/24/2022
	<i>Notes:</i>			
9/11/22	Quick Tips for a Successful School Year		Cressman/Mills	08/31/2022
	<i>Notes:</i>			
9/11/22	Title I Parent Information Session		Cressman/Mills	08/31/2022
	<i>Notes:</i> This is held in conjunction with the Quick Tips session			
9/9/22	Grandparents Day Breakfast	Complete 09/09/2022	TES PTO	09/08/2022
	<i>Notes:</i> Occurs on 9/8 and 9/9			
9/6/22	Send home 3rd grade informational BOG Letter with all third	Complete	Katie Sprinkle	09/09/2022

	grade students.	09/09/2022		
	<i>Notes:</i>			
9/11/22	BOG Parent Info Session		3rd Grade Team	09/28/2022
	<i>Notes:</i>			
9/7/22	TES Science Fair		Jackie Karbo	10/14/2022
	<i>Notes:</i>			
9/11/22	Book Fair Family Nights		McMillan	10/25/2022
	<i>Notes:</i>			
9/7/22	TES Curriculum Nights		Katie Sprinkle	10/27/2022
	<i>Notes:</i>			
9/6/22	Send home electronic letter to notify parents of the Second Step program.		Jean Dineen	10/31/2022
	<i>Notes:</i> Dineen will pull together the parent letters and send to homeroom teachers to send home electronically monthly. This will begin once the program is implemented.			
9/7/22	TES will hold individual classroom spelling bees.		Debra Larner	11/21/2022
	<i>Notes:</i>			
9/7/22	TES Math Expo		Dawn Cardwell	11/30/2022
	<i>Notes:</i>			
9/6/22	Individual Fall parent/teacher conferences (face-to-face).		Homeroom Teachers	11/30/2022
	<i>Notes:</i> Fall to be completed by 11/30/2022 Spring to be completed by 4/14/2023			
9/7/22	Fourth and Fifth Grade Musical Performance at Town Hall Tree Lighting Ceremony		Katie Sprinkle	12/18/2022
	<i>Notes:</i>			
9/13/22	TES will hold a school wide spelling bee.		Larner	12/21/2022
	<i>Notes:</i>			
9/7/22	Enhancement Extravaganza Family Night for K-5		Thomas Weyrauch	02/20/2023
	<i>Notes:</i>			
9/6/22	Monthly FB postings (minimum of 8) that promote and market TES.		Anita McMillan and Miracle Campbell	06/09/2023
	<i>Notes:</i> Campbell will also work on alternative ways to communicate the same information with staff and parents			

9/6/22 Notification of the weekly events occurring at TES.

Valerie Fogle

06/09/2023

*Notes:*