

Comprehensive Progress Report

Mission: Mission: Lake Norman High School will be a student-centered community united in its commitment to excellence in academics, athletics, arts, and the community.

One Team, One Direction

Vision:

Goals:

LNHS will achieve a performance rating of an A as determined by the NC Accountability Model. LNHS will enhance its comprehensive data analysis process for the school, MTSS, PLC, and classroom-level data by June 2024. That process will determine actionable steps for continued improvement of instruction and subsequent professional development.

By June 2024 Lake Norman HS will work to improve communications with staff and parents as measured by the ISS Communications Scorecard.

By June 2024, Lake Norman High School will be recognized as a Blue Ribbon School of Excellence by going through the evaluation process. The Evaluation Process will be used to identify areas of growth for the school and provide an opportunity to continuously grow Lake Norman High.



! = Past Due Objectives

KEY = Key Indicator

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		Curriculum and instructional alignment			
KEY	A2.04	Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(5094)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		<ul style="list-style-type: none"> Teachers are provided with common planning based on the subject area. Instructional Teams meet in PLCs PLC's are utilizing data on a consistent basis to lesson plan CFA's are being created for teachers to share ideas and learning strategies 	Limited Development 09/01/2022		
<i>How it will look when fully met:</i>		<ul style="list-style-type: none"> PLCs use common pacing plans and common assessments aligned to standards and balanced in rigor levels based on Bloom's and Depth of Knowledge. Rigorous and relevant CFAs Use Exact Path for English and Math baselines Unpacking standards regularly Daily student objectives written on the board in kid-friendly language Use of Mastery Connect in PLC's to identify student needs 		James Cowart	06/01/2024
Actions			6 of 10 (60%)		
	11/2/22	Create a template for teachers to submit PLC agendas and minutes.	Complete 10/28/2022	Nick Lord	10/22/2022
		<i>Notes:</i> Teachers will need to submit an agenda and minutes for CEU credit. https://docs.google.com/document/d/1R9QAKIUop2pB7IFtXh8-F5-yB59bWs2Hm_phqptpeNw/edit			
	9/1/22	Weekly PLC Meeting for subject area	Complete 10/31/2022	James Cowart	10/31/2022
		<i>Notes:</i> PLC will document meeting with minutes in GoogleDoc Teachers will regularly unpack standards during PLC Meetings.			
	9/2/22	The instructional excellence team is trained in assessment analysis, Bloom's, and Depth of Knowledge.	Complete 11/09/2022	James Cowart	01/01/2023
		<i>Notes:</i>			
	9/2/22	The instructional Excellence Team reviews examples of PLC assessments and rates them on previous training, and then makes suggestions to adjust the assessments to reach the correct rigor levels.	Complete 02/22/2023	James Cowart	02/22/2023

Notes: The ultimate plan is to have teachers take ownership (Dept. Chairs/PLC Leads) and teach others in the department. Staff will be given PD on Rigor during an ERPD day. Rigor has been discussed periodically during IET meetings over the course of the year. During the previous ERPD day on 2/22/2023 teachers were given an opportunity to review their assessments and determine the level of rigor they are assessing their students on. Teachers utilized this PD to begin improving their assessments.

2/14/23	Develop and establish a school wide grading policy. This work will begin through IET to get staff buy in. The goal is to create consistency over the school.	Complete 06/13/2023	James Cowart	05/10/2023
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Notes:

11/2/22	PLC's will need to submit an Agenda and Minutes for their meetings. (Teachers will receive CEU Credit at the end of the year for these meetings)	Complete 06/13/2023	Nick Lord	06/09/2023
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Notes:

8/31/23	The instructional excellence team is trained in assessment analysis, Bloom's, and Depth of Knowledge?		James Cowart	11/30/2023
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Notes:

8/31/23	Teachers will utilize Mastery Connect to track CFA's and data. Teachers will also use this platform for Warm ups, Exit Tickets, ACT Review, etc.		Nick Lord	05/24/2024
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Notes:

8/31/23	Weekly PLC Meetings. Work toward bi-weekly in EOC Subjects. One for data and one for planning.		James Cowart	05/24/2024
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8/31/23	Teachers will submit a weekly PLC Agenda for CEU Credit.		Nick Lord	05/24/2024
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Notes:

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>		Teachers are attempting or offering differentiated instruction in the classroom based on assessment data. Teachers are also monitoring student learning and progress through the MTSS process.	Limited Development 05/15/2017		
		Priority Score: 3 Opportunity Score: 1	Index Score: 3		
<i>How it will look when fully met:</i>		The MTSS process will work to identify students that struggle in the areas of attendance, academics, behavior, and social emotional skills. The MTSS team will work to provide resources and strategies to staff to help provide assistance to students in need. Ultimately, students will show improvement in these areas over time as teachers utilize the resources provided.		Magdalena Steytler	06/14/2024
Actions			9 of 14 (64%)		
	9/2/22	Create an MTSS comprised of SIT members who meet each month	Complete 09/06/2022	Magdalena Steytler	09/30/2022
<i>Notes:</i>					
	9/16/22	Complete diagnostic in English and Math to identify students needing support.	Complete 10/28/2022	Magdalena Steytler	10/15/2022
<i>Notes:</i>		Both English and Math diagnostic 1 was started on 9/30/2022. They will be completed by the 15th.			
	10/4/22	Create a process of identifying students with excessive absences and generate an attendance plan with students that meet the created criteria.	Complete 10/21/2022	Nick Lord	11/01/2022
<i>Notes:</i>		We have implemented a process to ensure that attendance is taken regularly and on time. We now have an accurate account of who is present and absent on a daily basis. 11/1/2022 Jame Cowert has initiated a plan with Tom Schwartz for students to make up time for excessive absences. 10/26/2022			
	10/4/22	Establish a check and connect system for teachers to meet with students that have been identified as a medium or high risk.	Complete 01/18/2023	Magdalena Steytler	11/30/2022

Notes: There are currently five trained teachers and we are looking for more staff to get trained. 10/1/2022
 Check and connect training was held on 11/1/2022 and now have 14 teachers trained.
 As of 1/18, we have 19 students being served with 16 teachers.
 Students meet with their mentor once a week to discuss how things are going. Teachers keep a log of their meetings and teachers track data for attendance, grades, missing assignments, and discipline. They also report any social emotional needs that they notice.

1/18/23	MTSS student data is tracked and logged using a system in Google Docs. Teachers have access to enter data that we are tracking for students that are in check and connect. Teachers have access to student data through Mentor Program which is a separate class in PS.	Complete 12/30/2022	Magdalena Steytler	12/30/2022
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Notes:

6/13/23	Submit the FAM-S through the MTSS process. Teachers had input on how the school is meeting the needs of MTSS and our students.	Complete 05/31/2023	Magdalena Steytler	05/31/2023
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Notes: This was submitted to the district at the end of April.

1/18/23	Establish a core team of teachers and counselors that meet monthly to discuss student progress that have been deemed at risk.	Complete 06/09/2023	Magdalena Steytler	06/09/2023
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Notes:

1/18/23	Tier 1 plans are to be created in ECATS for ELA, Math, and Biology. Plans will be reviewed at the end of each semester and changes made as needed.	Complete 06/09/2023	Magdalena Steytler	06/09/2023
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Notes: Plans were submitted on 11/16/2022

9/2/22	Identify students who have attendance issues and generate attendance plans to remediate the lack of attendance	Complete 06/09/2023	Nick Lord	06/09/2023
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Notes: I have begun to work on a process of how to monitor student attendance. It is needed to set up a procedure of how to monitor and communicate with parents when students have excessive absences. Meeting with counselors set for 1/23 to discuss plan for second semester.
 Met with counselors to discuss options. We will be using Hoonuit to identify our high fliers and begin to make contact with our most extreme cases to determine what measures need to be put in place to help decrease their attendance. We will be utilizing the school social worker to hit our highest needs. The counseling team will identify three students on their case loads to start. We will discuss the students during their weekly/biweekly PLC meetings.

8/31/23	Ensure NC-Checkin's take place and data is reviewed in PLC's		Bill Shapcott	05/24/2024
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<i>Notes:</i>				
8/31/23	Create MTSS Committees that identify students in the categories of Attendance, Academic, and Discipline.		Magdalena Steytler	09/08/2024
<i>Notes:</i>				
8/31/23	Complete Baseline and Diagnostics for all freshman		Magdalena Steytler	09/08/2024
<i>Notes:</i>				
8/31/23	Establish Mentors for Check and Connect		Magdalena Steytler	09/15/2024
<i>Notes:</i>				
8/31/23	Create and monitor Attendance Tracker and work with School Social Worker to provide assistance to students that are struggling with attendance.		Nick Lord	09/15/2024
<i>Notes:</i>				
Implementation:		09/02/2022		
Evidence	9/1/2022			
Experience	9/1/2022			
Sustainability	9/1/2022			

Core Function:		Dimension B - Leadership Capacity			
Effective Practice:		Strategic planning, mission, and vision			
	B1.01	The LEA has an LEA Support & Improvement Team.(5135)	Implementation Status	Assigned To	Target Date
Initial Assessment:		Currently at LNHS, we have initiated a School Leadership Team that meets on Fridays to discuss instruction, facilities, athletics, school culture, etc to ensure the school is consistently improving. LNHS also has a School Improvement Team that meets once a month. We have also created a Instructional Excellence Team comprised of teacher leaders, department chairs, and PLC leaders.	Limited Development 09/21/2022		
How it will look when fully met:		This will be in full implementation when teams are meeting regularly and making informed decisions that are working to improve the school. We will also see improvement in student discipline and academic data.		Bill Shapcott	05/24/2024
Actions			3 of 7 (43%)		
	9/21/22	Weekly Leadership Meeting	Complete 06/09/2023	Bill Shapcott	06/09/2023
		<i>Notes:</i> We have been successful thus far at meeting weekly. We have agendas and minutes as evidence. 11/2/2022			
	9/21/22	Monthly Instructional Excellence Meeting	Complete 06/09/2023	James Cowart	06/09/2023
		<i>Notes:</i> Mr. Cowert has successfully held three of these meetings. He will continue to meet on a monthly basis. 11/2/2022			
	9/21/22	Monthly SIT meeting	Complete 06/09/2023	Mark Carson	06/09/2023
		<i>Notes:</i> SIT has met monthly 11/2/2022			
	8/31/23	Weekly Leadership Meetings		Bill Shapcott	05/24/2024
		<i>Notes:</i>			
	8/31/23	Monthly SIT Meetings		Mark Carson	05/24/2024
		<i>Notes:</i>			
	8/31/23	Monthly School Excellence Team		James Cowart	05/24/2024
		<i>Notes:</i>			
	8/31/23	Weekly PLC Meetings		Bill Shapcott	05/24/2024
		<i>Notes:</i>			

Core Function:		Dimension B - Leadership Capacity			
Effective Practice:		Monitoring instruction in school			
KEY	B3.03	The principal monitors curriculum and classroom instruction regularly and provides timely, clear, constructive feedback to teachers.(5149)	Implementation Status	Assigned To	Target Date
Initial Assessment:		As a school we want to have a focus on student learning through quality instruction and providing teachers with quality feedback in a timely manner. Observations will be completed on time and feedback provided to teachers in a timely manner to ensure teacher growth.	Limited Development 09/21/2022		
How it will look when fully met:		For this to be fully met, administration will complete observations on time and provide meaningful feedback to teachers. Walkthroughs will indicate that students are engaged and learning. Teachers will be providing engaging lessons that include personalized instruction, vocabulary based learning, and the utilization of data to target student needs.		Bill Shapcott	05/24/2024
Actions			11 of 24 (46%)		
9/21/22	Complete Round 1 Observations on time to provide feedback		Complete 11/04/2022	Bill Shapcott	11/04/2022
<i>Notes:</i> Monitored and tracked during leadership meetings. At this time we are at 90% completion for being on time. 11/2/2022					
9/21/22	Create a walkthrough schedule to ensure teachers are being observed on a regular basis		Complete 01/17/2023	Magdalena Steytler	11/15/2022
<i>Notes:</i>					
9/21/22	Create a walkthrough form for admin and peers to complete and gather data to share with staff during PLC's		Complete 01/18/2023	Nick Lord	11/15/2022
<i>Notes:</i> Mr. Lord and Ms. Webb have one to share in leadership 11/2/2022. Hope to roll out in the next few weeks. 1/18- Walkthrough form shared with staff and admin will begin conducting walkthroughs on 1/23					
11/2/22	Complete Round 2 Observations on time to provide feedback (Full and Standard)		Complete 02/14/2023	Bill Shapcott	12/14/2022
<i>Notes:</i>					
11/2/22	Complete Round 3 Observations on time to provide feedback (Full, Standard, Abbreviated)		Complete 06/09/2023	Bill Shapcott	04/14/2023
<i>Notes:</i>					
11/2/22	Complete Summative Evaluations		Complete 06/09/2023	Bill Shapcott	05/05/2023

	<i>Notes:</i>			
9/21/22	Conduct 3-5 walkthroughs a week per administrator. Data reviewed at Leadership meetings and share with staff during PLC's and staff meetings as needed.	Complete 06/09/2023	Nick Lord	06/09/2023
	<i>Notes:</i>			
8/31/23	Assign Mentors for BT Teachers and PDP's	Complete 08/25/2023	Sara Webb	08/25/2023
	<i>Notes:</i>			
8/31/23	Create Observation Schedule to monitor Admin Team Progress	Complete 08/25/2023	Nick Lord	08/25/2023
	<i>Notes:</i> Also track progress in weekly Leadership Meetings			
8/31/23	Create Staff Walkthrough Google Form	Complete 08/25/2023	Nick Lord	08/25/2023
	<i>Notes:</i>			
9/21/22	Create Observation Schedule	Complete 09/01/2022	James Cowart	09/01/2023
	<i>Notes:</i>			
8/31/23	Initial PDP Meetings Completed		Bill Shapcott	09/15/2023
	<i>Notes:</i>			
8/31/23	Round 1 Comprehensive Evaluations Completed		Bill Shapcott	09/22/2023
	<i>Notes:</i>			
8/31/23	Round 1 Standard Observation Completed		Bill Shapcott	10/20/2023
	<i>Notes:</i>			
8/31/23	Round 1 Abbreviated Observation Completed		Bill Shapcott	10/20/2023
	<i>Notes:</i>			
8/31/23	Round 2 Standard Observations Complete		Bill Shapcott	12/01/2023
	<i>Notes:</i> This due date is early and officially need to be completed by 1/26/2024			
8/31/23	Round 2 Comprehensive Evaluations Complete		Bill Shapcott	12/01/2023
	<i>Notes:</i>			
8/31/23	Mid-Year PDP's Completed		Bill Shapcott	12/12/2023
	<i>Notes:</i>			
8/31/23	Round 3 Comprehensive Evaluations Complete		Bill Shapcott	03/15/2024
	<i>Notes:</i>			
8/31/23	Round 3 Standard Observations Complete		Bill Shapcott	04/26/2024
	<i>Notes:</i> Officially due 5/17/2024			
8/31/23	Round 2 Abbreviated Observation Complete		Bill Shapcott	04/26/2024

	<i>Notes:</i> Officially due 5/17/2024			
8/31/23	Summative Evaluations for All Completed		Bill Shapcott	05/03/2024
	<i>Notes:</i>			
8/31/23	Final PDP's Completed		Bill Shapcott	05/03/2024
	<i>Notes:</i>			
8/31/23	Monitor Walkthrough Form Weekly (5 walkthroughs per admin per week)		Nick Lord	05/24/2024
	<i>Notes:</i>			

Core Function:	Dimension C - Professional Capacity
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Effective Practice:	Quality of professional development
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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
<i>Initial Assessment:</i>		There is a minimal use of data being used by teachers to identify students and influence their lesson planning. We have set up a time for the Blue Ribbon team to visit our school.	Limited Development 08/22/2017		
<i>How it will look when fully met:</i>		Data usage will become a regular part of the instructional and MTSS process. Teachers will utilize data to remediate and provide differentiated instruction to students. The MTSS team will use data to identify students that are struggling and need to be moved to Tier 2 or 3 to receive additional support.		Nick Lord	05/31/2024
Actions			1 of 7 (14%)		
9/2/22		Use EVASS prediction data to identify students that fall on the bubble.	Complete 01/19/2023	James Cowart	11/30/2022
		<i>Notes:</i> Mr. Cowart was able to generate reports showing the teachers how students have performed and where students should potentially score on their EOC's for the spring semester. Scores were given to Biology, Math, and ELA.			
8/31/23		Teachers will utilize Mastery Connect to generate assessment data		Nick Lord	09/30/2023
		<i>Notes:</i> 8/31/2023- Waiting on the purchase process to take place. PD will need to be provided.			
9/6/23		Administer the Blue Ribbon Surveys		James Cowart	10/27/2023
		<i>Notes:</i> Surveys will go to Parents, Students, Staff, and Admin Team			
8/31/23		Create EVASS Information for teachers once released		James Cowart	11/03/2023
		<i>Notes:</i>			

9/6/23	Blue Ribbon Site Visit		James Cowart	11/16/2023
<i>Notes:</i>				
9/6/23	Blue Ribbon Exit Summary Meeting		James Cowart	11/16/2023
<i>Notes:</i>				
9/2/22	Create a data protocol for PLC's to follow when reviewing CFA data.		Nick Lord	06/09/2024
<i>Notes:</i> Facilitated/tied into Instructional Excellence Team.				

Core Function:	Dimension E - Families and Community
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Effective Practice:	Family Engagement
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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>		Currently, LNHS sends regular ConnectEds on Sunday evenings and as needed. These messages communicate current events at the school, updates about upcoming needs, invitations to school events, etc. These ConnectEd messages are also used to send urgent information to the entire school community. ConnectEd messages are sent via telephone, email, and Facebook. Messages are also sent for clubs, teams, PTSA, busses, student driving, and any other necessary messages for parents.	Limited Development 09/21/2022		
<i>How it will look when fully met:</i>		We want to continue to ensure that communication is taking place for LNHS and the community. We want parents to know they can reach the school at anytime to help with their needs. To fully meet this objective, teachers would feel empowered to communicate with parents about their classroom instruction, needs, behavior, and upcoming events. This will be measured through the ISS Communications Check List.		Bill Shapcott	05/24/2024
Actions			4 of 9 (44%)		
9/21/22	Teachers will communicate regularly with parents at mid-quarter and in between as needed.		Complete 09/28/2022	Bill Shapcott	09/28/2022
<i>Notes:</i>		Teachers will communicate to parents mid-quarter every 3 - to 4 weeks about academic success and or opportunities for improvement.			
9/27/22	Teachers will communicate academic success or opportunities for improvement at the end of the semester.		Complete 01/17/2023	Bill Shapcott	01/17/2023

	<i>Notes:</i> Notify parents of end-of-semester grades.			
9/21/22	Weekly and as needed Connect Ed communications	Complete 09/27/2022	Bill Shapcott	06/09/2023
	<i>Notes:</i> An AP will assist as needed.			
9/21/22	Monitor and use social media to communicate with parents about events taking place at school.	Complete 09/17/2022	Bill Shapcott	06/09/2023
	<i>Notes:</i> Ms. Webb will also assist with this action.			
8/31/23	Teachers will communicate academic success or opportunities for improvement at the end of the semester.		Bill Shapcott	01/03/2024
	<i>Notes:</i>			
8/31/23	Weekly and as needed Connect Ed communications to ensures parents are informed of upcoming events.		Nick Lord	05/24/2024
	<i>Notes:</i>			
8/31/23	Monitor and use social media to communicate with parents about events taking place at school.		Sara Webb	05/24/2024
	<i>Notes:</i>			
8/31/23	Send out Staff Weekly Wildcat Newsletter		Sara Webb	05/24/2024
	<i>Notes:</i>			
8/31/23	Teachers will communicate regularly with parents at mid-quarter and in between as needed.		Sara Webb	05/24/2024
	<i>Notes:</i>			