

## Comprehensive Progress Report

**Mission:**

Provide challenging, relevant instruction in a caring, cooperative, creative and safe environment in which students, staff and parents experience growth and success.

**Vision:**

At First Flight Elementary School, students, staff and parents will be a collaborative learning community preparing students with strategies to be successful in their educational journey.

**Goals:**

First Flight Elementary School will provide intentional, targeted instruction based on analysis of USNS and mCLASS assessments during BOY, MOY, and EOY and progress monitoring data to increase student growth. All staff will use analyzed data to create small groups during Flyer Time which is a targeted time for core, supplemental, intensive and enrichment interventions (A4.01, B1.03, B3.03, C2.01, A2.04, B2.03)

All staff members participate in KSCRIP as our schoolwide PBIS. (A1.07, A4.01, A4.06, B1.03, B3.03)

School staff will regularly communicate with parents about academic expectations and opportunities for school events. (E1.06, A4.16).

Focus Groups are created that promote all staff to be a part of the school improvement process. Focus group, with collaboration from administration, creates action items for school improvement. Focus groups consist of PBIS, Joy, MTSS, Curriculum, & STEAM. (A1.07, A2.04, A4.01, A4.06, B1.03, B2.03, C2.01, E1.06)



! = Past Due Objectives

KEY = Key Indicator

<b>Core Function:</b>		<b>Dimension A - Instructional Excellence and Alignment</b>				
<b>Effective Practice:</b>		<b>High expectations for all staff and students</b>				
<b>KEY</b>	<b>A1.07</b>	<b>ALL teachers employ effective classroom management and reinforce classroom rules and procedures by positively teaching them.(5088)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>	

<b>Initial Assessment:</b>	<p>2023-2024 School Year</p> <p>All teachers are using the KSCRП culture to instruct and reteach their students the FFES expectations. All teachers are using a token economy system (Flyer Bucks) to reinforce positive behaviors and allow students to see that their positive behaviors are connected to success. All staff are participating in the monthly KSCRП assemblies that are hosted by each grade level. All teachers are participating in the monthly "Student of the Month" with high parent involvement.</p> <p>Most teachers are fully implementing the current KSCRП program and matrix into instruction and culture. However, we have many new teachers and staff this year and need to ensure everyone understands it fully. We have a KSCRП store where students can purchase goods with their Flyer Bucks. This store is open every Tuesday and Friday morning. Teachers can also sign up for a time to take their class.</p>	Limited Development 10/14/2019		
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	Priority Score: 2	Opportunity Score: 3	Index Score: 6		
<b>How it will look when fully met:</b>	<p>How it will look:</p> <ul style="list-style-type: none"> <li>• Updated matrix distributed to all classrooms to be posted</li> <li>• Individual school locations matrix - bathroom, bus, classroom, hallways, playground, &amp; cafeteria</li> <li>• Teacher lessons explicitly addressing the matrix</li> <li>• Decline in number of office referrals submitted in Educators Handbook/Branching Minds</li> <li>• Teacher lesson plans indicating KSCRП integrated into instruction and/or class meetings</li> <li>• New PBIS processes in school locations that are difficult spots based on referral data</li> </ul> <p>Information to determine full implementation:</p> <ul style="list-style-type: none"> <li>• Updated matrices visible throughout the school</li> <li>• Decline in number of office referrals</li> <li>• Lesson plans</li> <li>• Flyer Bucks and KSCRП store being used every week</li> </ul>			<b>Blair James</b>	<b>06/01/2024</b>
<b>Actions</b>			<b>4 of 7 (57%)</b>		
1/30/22	Teacher lesson plans indicating KSCRП integrated into instruction and/or class meetings		Complete 03/30/2023	Blair James	03/30/2023
	<i>Notes:</i>				
1/30/22	Updated matrix distributed to all classrooms to be posted		Complete 09/01/2023	Blair James	06/01/2023
	<i>Notes:</i> All classrooms have the matrix posted and use for reteaching KSCRП expectations.				
11/1/23	Revamping of school wide token economy system.		Complete 08/28/2023	Sara Fletcher	09/01/2023
	<i>Notes:</i> For the 2023-2024 school year we created a new Flyer Buck, instead of using blue carnival tickets. We did this to strengthen our token economy system and make the connection for students that when they earn a Flyer Buck it is because they are following the KSCRП way. All staff have Flyer Bucks and when a student is given a Flyer Buck they are explicitly told why they earned it.				
11/1/23	Send email to principal regarding improvement of the PBIS system in cafeteria.			Jeanne Kitchin	06/07/2024
	<i>Notes:</i>				

11/1/23	PBIS matrixes of expectations specific school locations made and posted throughout the school.		Blair James	06/07/2024
	<i>Notes:</i> Have been made, but not posted.			
11/1/23	Create school-wide PBIS system in the cafeteria.	Complete 08/28/2023	Blair James	06/07/2024
	<i>Notes:</i> We have created a school wide PBIS system in the cafeteria. We have received feedback from our IA's (who monitor lunch duty) that we need to tweak this system for improvement. The PBIS Focus Group will be working on tweaking this process to make it more efficient.			
11/1/23	Nontangible awards for the KSCRIP store.		Blair James	06/07/2024
	<i>Notes:</i>			
<b>Implementation:</b>		01/29/2021		
<b>Evidence</b>	1/29/2021 Updated in-school matrix; Remote learning matrix			
<b>Experience</b>	1/29/2021 The MTSS PBIS team communicated with grade levels to get feedback from all staff. The PBIS team met 3 times to put all ideas into the matrix. They reported out to staff at one staff meeting then took feedback from that meeting, met again to tweak, and reported out at the next staff meeting. All staff has both a remote matrix and the updated in-school matrix.			
<b>Sustainability</b>	1/29/2021 The PBIS team will be doing a series of trainings on how to utilize the matrix as a teaching tool with students.			

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>		<p>2023-2024 School Year</p> <p>The Curriculum Focus Group has been created for the 2023-2024 school year. The purpose of this focus group is to collaborate and discuss the implementation of the new ELA curriculum and be involved in the decision of the new math curriculum that will be picked this Fall. Allow a platform for all staff to ask questions and discuss how the ELA curriculum is being implemented in their classroom and learn from each other. Focus for the 2023-2024 school year will be to change FFES leveled readers in our book rooms to knowledge bins.</p>	Limited Development 11/04/2023		
<i>How it will look when fully met:</i>		<p>This objective will be fully met when:</p> <ol style="list-style-type: none"> <li>1. Staff feel comfortable and confident with the new ELA curriculums Open Court, Heggerty, and 95%.</li> <li>2. A new math curriculum is adopted for the 2024 school year.</li> <li>3. Leveled readers are organized by Knowledge Bins and are used in classrooms to connect literacy to NCSCOS.</li> <li>4. School events have been planned that support the SOR and creates school opportunities for families to be included with literacy support and development.</li> </ol>		Krystal Goris	06/14/2024
<b>Actions</b>			<b>0 of 7 (0%)</b>		
	11/4/23	Krystal Goris & Sara Fletcher joined the Math Curriculum Committee to support the decision of a new math curriculum for elementary.		Krystal Goris	10/09/2023
	<i>Notes:</i>				
	11/4/23	A document with questions about the new ELA curriculum has been shared with staff.		Michele Albright	11/28/2023
	<i>Notes:</i>				
	11/4/23	Math Night at Publix		Tara Deane	02/28/2024
	<i>Notes:</i>				

11/4/23	Read Across America Literacy Night for families with SOR make it, take its with teachers.		Christy Powers	03/07/2024
<i>Notes:</i>				
11/4/23	One Book, One School		Kristin Richards	04/30/2024
<i>Notes:</i>				
11/4/23	NC Reads		Amy Forbes	04/30/2024
<i>Notes:</i>				
11/4/23	FFES STEAM Night		Amy Forbes	04/30/2024
<i>Notes:</i>				

<b>Core Function:</b>	<b>Dimension A - Instructional Excellence and Alignment</b>
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<b>Effective Practice:</b>	<b>Student support services</b>
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!	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
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**Initial Assessment:**

2023-2024 School Year

MTSS Core team meets every Friday from 9:45-10:30. Teachers complete data sheets and sign up students that they would like to discuss during MTSS Friday meetings. IA's provide coverage for teachers as they come to MTSS meeting. This problem solving team comes up with next steps or interventions to support the growth of the student presented at MTSS Core meeting.

MTSS Referral Process:

<https://docs.google.com/document/d/1grLKP5xc72df4hPXKI4Dit4htTiqfwTT5OJhJ9acnQE/edit?usp=sharing>

Flyer Time- All Hands on Deck Interventions

Leadership team, consisting of administration, interventionists, reading specialist, and AIG teacher have lead the change in the structure of Flyer Time. For the 2023-2024 school year K-2 have Flyer Time from 8:15-8:45 and grade 3-5 have Flyer Time from 10:30-11:00. Data from universal screeners USNS and mCLASS are analyzed in PLC meetings with teachers to determine which students receive core, supplemental, and intensive interventions. Classroom teachers, interventionists and specialists, IA's, counselors, SRO officer, administration, and community members are involved during this 30 minutes block to ensure that all students are in small groups learning on their own level. These groups are skill based and students may work with others from different classes and grade levels.

FFES Intervention Plan:

[https://docs.google.com/document/d/1FhNOSIAxauQNFDbyEM7Oh9vWWqBEhylqL4Gsy\\_T2tqM/edit?usp=sharing](https://docs.google.com/document/d/1FhNOSIAxauQNFDbyEM7Oh9vWWqBEhylqL4Gsy_T2tqM/edit?usp=sharing)

Limited Development  
10/14/2019

<p><b>How it will look when fully met:</b></p>	<p>How it will look when fully met:</p> <ul style="list-style-type: none"> <li>• Students in small groups with various staff working on targeted skills based on assessment data.</li> <li>• Fluid small groups based on needs of students at the current time.</li> <li>• Planning time for teachers and specialists to create small group plan during Flyer Time.</li> <li>• Flex time where students are grouped across the grade level in fluid groups for intervention.</li> <li>• Students independently walking to their small groups during Flyer Time and independently walking back to class.</li> </ul> <p>Information to determine objective has been reached:</p> <ul style="list-style-type: none"> <li>• Assessment data &amp; growth including classroom benchmark assessments, mClass, USNS, PreK Gold, Kindergarten ELI, and reading and math applications.</li> <li>• Branching Minds information</li> <li>• MTSS data tracking documents</li> <li>• Referral data</li> </ul>		<p>Jennifer Kresicki</p>	<p>06/01/2023</p>
<p><b>Actions</b></p>		<p><b>6 of 7 (86%)</b></p>		
<p>11/4/23</p>	<p>Implementation of Flyer Round 1 will focus on math interventions.</p>	<p>Complete 09/18/2023</p>	<p>Sara Fletcher</p>	<p>09/18/2023</p>
<p><i>Notes:</i> Flyer Time interventions is 30 minutes small groups Monday-Thursday.</p>				
<p>11/2/23</p>	<p>Team approval of MTSS Referral form.</p>	<p>Complete 09/19/2023</p>	<p>Mary Vaughan Dunn</p>	<p>09/19/2023</p>
<p><i>Notes:</i> MTSS Referral Form  <a href="https://docs.google.com/document/d/1GGw4qBrfk0LkLyhuhAwGxOewbTQWvNu0c3TxPyk_vsQ/edit?usp=sharing">https://docs.google.com/document/d/1GGw4qBrfk0LkLyhuhAwGxOewbTQWvNu0c3TxPyk_vsQ/edit?usp=sharing</a></p>				
<p>11/2/23</p>	<p>Review and approval of MTSS referral process checklist for staff.</p>	<p>Complete 09/19/2023</p>	<p>Mary Vaughan Dunn</p>	<p>09/19/2023</p>
<p><i>Notes:</i></p>				
<p>11/2/23</p>	<p>Review of attendance protocol documents. Share with all staff members.</p>	<p>Complete 09/19/2023</p>	<p>Sara Fletcher</p>	<p>10/17/2023</p>
<p><i>Notes:</i> FFES Attendance Protocol  <a href="https://docs.google.com/document/d/1LjuTq2zfOWraGPUGXryJjEoan1ZjUdajD8PuLvMAGQ/edit?usp=sharing">https://docs.google.com/document/d/1LjuTq2zfOWraGPUGXryJjEoan1ZjUdajD8PuLvMAGQ/edit?usp=sharing</a></p>				
<p>11/4/23</p>	<p>Implementation of Flyer Round 2 will focus on reading interventions.</p>	<p>Complete 10/23/2023</p>	<p>Sara Fletcher</p>	<p>10/23/2023</p>
<p><i>Notes:</i> Flyer Time interventions are 30 minute small groups, Monday through Thursday.</p>				



	11/2/23	Review and share Flyer Time Reflection Survey-Glows and Grows with all staff to complete. Discuss responses to best meet the needs of all students.	Complete 10/20/2023	Jennifer Kresicki	11/12/2023	
	<i>Notes:</i>					
	11/2/23	District-wide 24 Math competition for 4th and 5th grade students.		Stacy Hanf	12/13/2023	
	<i>Notes:</i>					
	<b>KEY</b>	<b>A4.06</b>	<b>ALL teachers are attentive to students' emotional states, guide students in managing their emotions, and arrange for supports and interventions when necessary.(5124)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
	<i>Initial Assessment:</i>		Teachers use a variety of ways to support their students social and emotional needs and growth. Administration introduced the Zones of Regulation which has been used in most classrooms to varying degrees of success. Administration has also created a Reflection Room that used by some staff to support students when they need help with emotional regulation or reflections to learn. Some teachers have brought academic and/or behavioral student concerns to the MTSS team where supplemental and intensive interventions were put in place.	Limited Development 06/20/2023		
	<i>How it will look when fully met:</i>		Evidence of full implementation includes a behavior flow chart for teacher managed behaviors versus admin managed behaviors, Zones of Regulation strategies posted and used in all classrooms, lesson plans and walkthroughs include morning meeting and reflection activities based on KSCR matrix, schedule of weekly school counselor lessons with teacher support, teachers implement core and supplemental behavior supports at the classroom level. All teachers utilize the MTSS process for students who need intensive behavior supports.		Sara Fletcher	06/07/2024
	<b>Actions</b>			<b>6 of 7 (86%)</b>		
	6/20/23	Purchase Zones of Regulation curriculum for all staff.	Complete 10/18/2023	Sara Fletcher	08/01/2023	
	<i>Notes:</i> We have used Title 1 funds to purchase the Zones of Regulation curriculum. We will be doing a book study on this curriculum starting in January 2024.					
	6/20/23	Create a behavioral flow chart with classroom handled and admin handled process and support.	Complete 08/28/2023	Sara Fletcher	08/15/2023	
	<i>Notes:</i> FFES Behavior Flow Chart <a href="https://docs.google.com/drawings/d/13M0Tse1xqykrCtcLOkwMgH3fUtm4fR0df-n0eLwTTLI/edit?usp=sharing">https://docs.google.com/drawings/d/13M0Tse1xqykrCtcLOkwMgH3fUtm4fR0df-n0eLwTTLI/edit?usp=sharing</a>					
	11/4/23	Master schedule changed to include "Reflection Time" from 2:00-2:30.	Complete 08/28/2023	Crissie Weeks	08/28/2023	

*Notes:* 2022-2023 referral data trends showed that 2:00-2:30 is a hot spot for referrals. In order to improve this, we changed our master schedule so that no students were at recess during this time and students were participating in end of the day reflection activities with their teachers.

11/4/23	Master schedule revamp from 30 minute recess to two 15 minute recess.	Complete 08/28/2023	Crissie Weeks	08/28/2023
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*Notes:* 2022-2023 referral data showed trends of referrals during recess. In order to improve this, we changed our master schedule so K-4th grade classes have two recesses a day for 15 minutes each. 5th grade still has the 30 minute recess.

6/20/23	Professional development on behavioral flow chart.	Complete 08/21/2023	Sara Fletcher	09/01/2023
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*Notes:* Completed at our welcome back meeting in September. This was reviewed by all staff with administration in small groups.

6/20/23	Develop a guidance lesson schedule.	Complete 09/15/2023	Blair James	09/15/2023
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*Notes:* Blair James develops a new guidance counselor schedule for staff to sign up every 9 weeks.

6/20/23	Zones of Regulation staff book study.		Sara Fletcher	01/06/2024
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*Notes:*

	KEY	A4.16	The school develops and implements consistent, intentional, and ongoing plans to support student transitions for grade-to-grade and level-to-level.(5134)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>			First Flight Elementary currently has transitional plans for our 5th grade students who transition to middle school and for our pre-kindergarten students that transition to kindergarten. The A4.16 focus group will be focusing on creating transitional plans and documents that can support teachers and families as students transition from every grade level.	Limited Development 04/16/2023		
			Priority Score: 3                      Opportunity Score: 3	Index Score: 9		
<i>How it will look when fully met:</i>			How it will look: <ul style="list-style-type: none"> <li>Teachers and families will have documents that will support each student and expectations as they transition to each grade level.</li> <li>Students will be prepared to transition to their next grade level.</li> </ul>	<b>Objective Met 04/16/23</b>	<b>Crissie Weeks</b>	<b>06/01/2023</b>
<b>Actions</b>						
	4/16/23	Create Google doc with every grade and generate 5-7 wish list items academic/social/behavioral skills that you wish students could have prior to entering your grade level		Complete 03/20/2023	Penny Pugh	03/01/2023
<i>Notes:</i>						
<b>Implementation:</b>				04/16/2023		
	<b>Evidence</b>	4/16/2023 Grade Level Skills <a href="https://docs.google.com/document/d/14clOlx3c17L3KMwHXiGSrOhKpBoT-b7yrkwvmsZ2I3A/edit?usp=sharing">https://docs.google.com/document/d/14clOlx3c17L3KMwHXiGSrOhKpBoT-b7yrkwvmsZ2I3A/edit?usp=sharing</a>				
	<b>Experience</b>	4/16/2023 Grade levels discussed 5-7 items in PLC's and added it to a transitional document that can be used for teachers and families.				
	<b>Sustainability</b>	4/16/2023 No more continued work on this action item.				
<b>Core Function:</b>		<b>Dimension B - Leadership Capacity</b>				
<b>Effective Practice:</b>		<b>Strategic planning, mission, and vision</b>				
		B1.01	The LEA has an LEA Support & Improvement Team.(5135)	Implementation Status	Assigned To	Target Date

<b>Initial Assessment:</b>		Administration acts as the LEA for MTSS, SIT, and Focus Group meetings. The LEA has ongoing support and guidance from central office to support difficult decisions and/or support district wide school improvement initiatives.	Full Implementation 11/04/2023		
<b>KEY</b>	<b>B1.03</b>	<b>A Leadership Team consisting of the principal, teachers who lead the Instructional Teams, and other professional staff meets regularly (at least twice a month) to review implementation of effective practices. (5137)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
<b>Initial Assessment:</b>		<p>2023-2024 School Year</p> <p>The FFES School Improvement team consists of 1 member from every grade level and team, including EC team, specialist team, and office team. This team also consists of 4 parents with diverse backgrounds that represent FFES. This team will make important decisions that effect the whole school and that support school improvement.</p> <p>We have also created 5 Focus Groups that will focus on school improvement action items so that all staff participate in the school improvement process. These focus groups are the Joy Focus Group, STEAM Focus Group, Curriculum Focus Group, MTSS Focus Group, and PBIS Focus Group. All focus groups have representation on the SIT team and will share out action items each month. All focus groups will document their action items on our FFES Weekly Newsletter so all staff are aware and can participate in all school improvement actions.</p> <p>Focus Group &amp; SIT Team Focus and Meeting Dates</p> <p><a href="https://docs.google.com/document/d/1m6K_O0Z_fxOQddhnTb26wLv9OuOZxaYeAr68xeKl5Zg/edit?usp=sharing">https://docs.google.com/document/d/1m6K_O0Z_fxOQddhnTb26wLv9OuOZxaYeAr68xeKl5Zg/edit?usp=sharing</a></p>	Limited Development 11/01/2023		
<b>How it will look when fully met:</b>		<ul style="list-style-type: none"> <li>School Improvement team will meet once a month and will be decision makers.</li> <li>Focus Groups will meet once a month and will work on action items for school improvement.</li> <li>Staff surveys will be sent out to SIT team and Focus Group members to determine growth.</li> <li>Action items will be documented in NCStar.</li> </ul>	<b>Objective Met 11/01/23</b>	<b>Mary Vaughan Dunn</b>	<b>06/01/2024</b>
<b>Actions</b>					
	11/1/23	Created Master schedule to incorporate instructional planning.	Complete 08/28/2023	Sara Fletcher	09/01/2023
<i>Notes:</i>					

11/1/23	Duty schedule created.	Complete 08/28/2023	Crissie Weeks	09/01/2023
Notes: <a href="https://docs.google.com/document/d/1HdIC5qeEo7eZq5TCYs5xwZcF7UqMEnKUECSBTXYmaGY/edit?usp=sharing">https://docs.google.com/document/d/1HdIC5qeEo7eZq5TCYs5xwZcF7UqMEnKUECSBTXYmaGY/edit?usp=sharing</a>				

<b>Core Function:</b>	<b>Dimension B - Leadership Capacity</b>
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<b>Effective Practice:</b>	<b>Distributed leadership and collaboration</b>
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	<b>B2.01</b>	<b>School culture promotes and supports the physical, social, emotional, and behavioral health of all school personnel. (5855)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
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<i>Initial Assessment:</i>	2023-2024 School Year	The Joy Focus Group has been created with representation from multiple grade levels and teams in collaboration with administration. The Joy Focus Group's purpose is to create a school wide community where all staff feel appreciated and valued. To recognize staff when they have a birthday, retirement, or life event and include all staff in this recognition. To create more ways for the staff to have monthly social outings so our team can continue to grow our relationships with each other. To collaborate with administration on Holiday and End of the Year staff celebrations.	Limited Development 10/19/2021		
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<i>How it will look when fully met:</i>	The Joy Focus Group will document their work and activities in the FFES Weekly Newsletter. They will also share their work with the School Improvement Team each month. Staff surreys will be used to determine the growth in school culture. This objective will be fully met:	<ol style="list-style-type: none"> <li>1. Monthly social activities to promote building relationships.</li> <li>2. Staff feel celebrating and cared for on special celebration days and times of struggle.</li> <li>3. Staff have opportunities to stay mentally and physically healthy at school.</li> </ol>		<b>Sara Patton</b>	<b>06/01/2024</b>
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<b>Actions</b>		<b>6 of 10 (60%)</b>			
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11/4/23	Monday exercise classes in the gym with Sara Patton.	Complete 09/08/2023	Sara Patton	09/08/2023
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	<i>Notes:</i> Sara provides a weekly opportunity for staff on Mondays from 3:00-4:00 to come to the gym and exercise with other staff members.			
11/4/23	Compliment Journal created.	Complete 09/22/2023	Shelly Honeycutt	09/22/2023
	<i>Notes:</i> This journal is passed among staff to celebrate each other. When a staff member gets this journal in their box, they read what was written about them and then pick another staff member to compliment. They write the compliment and put the journal in their box.			
11/4/23	Creating a Venmo option to encourage all staff to pay their Joy dues to support staff celebrations.	Complete 09/30/2023	Katie Weaver	09/30/2023
	<i>Notes:</i>			
11/4/23	Staff coffee bar stocked.	Complete 09/30/2023	Meryl Fanning	09/30/2023
	<i>Notes:</i>			
11/4/23	Birthday snacks and cards stocked and ready for staff birthday celebrations.	Complete 09/30/2023	Jamie Boggio	09/30/2023
	<i>Notes:</i>			
11/4/23	October School Outing - Mats and Mugs at the beach.	Complete 10/06/2023	Connie Grizzard	10/06/2023
	<i>Notes:</i> Staff were invited to come to the beach after school and do beach yoga with Rebecca Head, an FFES kindergarten teacher and hang out at the beach afterwards to build relationships. 13 staff members showed up to this event.			
11/4/23	Secret Angel - Holiday celebration opportunity for staff.		Shelly Honeycutt	11/07/2023
	<i>Notes:</i>			
11/4/23	November Staff Outing - Hang out at Three Tequilas, FFES family owned business, after school to build relationships.		Shelly Honeycutt	11/13/2023
	<i>Notes:</i>			
11/4/23	Baby shower for Sam Smith.		Shelly Honeycutt	11/22/2023
	<i>Notes:</i>			
11/4/23	December Staff Outing - Holiday Party at Red Drum.		Katie Weaver	12/08/2023
	<i>Notes:</i>			

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
<i>Initial Assessment:</i>			<p>Assessment and other informational data is shared with staff when made available, including classroom benchmark assessments, mClass, Pioneer Valley assessments, PreK Gold, Kindergarten ELI, reading and math application data, and Branching Minds.</p> <p>Interventionists work alongside teachers as they discuss student data and instructional needs through the MTSS process. Interventionists, teachers, and EC case managers provide tier 1, 2 &amp; 3 interventions to support student growth.</p> <p>In order to improve professional development, the C2.01 focus group will focus on Peer to Peer observations and teacher feedback on differentiated professional development based on teacher feedback and needs.</p>	Limited Development 10/14/2019		
			Priority Score: 3                      Opportunity Score: 3	Index Score: 9		
<i>How it will look when fully met:</i>			<p>How it will look:</p> <ul style="list-style-type: none"> <li>• Team will send out multiple surveys to gain information on differentiated professional development that individual teachers are seeking.</li> <li>• Team will develop a Peer to Peer Observation schedule, at least twice a month where teachers can observe other teachers and learn from each other.</li> </ul> <p>Full implementation determined:</p> <ul style="list-style-type: none"> <li>• Teachers surveys and feedback from Peer to Peer Observations.</li> <li>• Peer to Peer Observation schedule</li> </ul>		Sara Fletcher	06/01/2023
<b>Actions</b>				<b>3 of 4 (75%)</b>		
	4/16/23	Create a google survey to send out to teachers and teacher assistance seeking out what instructional strategies that would like to observe to grow in their teaching practice.		Complete 03/01/2023	Alison Fulcher	03/01/2023

<i>Notes:</i>				
4/16/23	Admin will assign a substitute for Peer to Peer Observation days so that teachers do not have to be pulled for this professional development as teachers observe their peers.	Complete 03/01/2023	Sara Fletcher	03/01/2023
<i>Notes:</i>				
4/16/23	Use the information from "Teacher Surveys" to create a Peer to Peer Observation plan.	Complete 03/15/2023	Jennifer Kresicki	03/15/2023
<i>Notes:</i>				
11/1/23	Monthly data talks during PLC time using mClass data, USNS data, and classroom formative and informal observation data.		Sara Fletcher	06/07/2024
<i>Notes:</i>				
<b>Implementation:</b>		06/20/2023		
<b>Evidence</b>	4/16/2023 This has been fully met because we have a designated substitute for each Peer to Peer observation so that we do not have to pull teachers for coverage and this does not affect our teacher to student daily supports. We implemented this peer to peer observation for 4 weeks.			
<b>Experience</b>	4/16/2023 We have found a substitute to support Peer to Peer observations.			
<b>Sustainability</b>	4/16/2023 Some teachers would prefer a different substitute. We will look into finding other substitutes for different grade levels.			



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>		We are currently using blackboard message to communicate school wide events and daily school information. For the 2023-2024 school year our goal is to take attendance at all parent events including Student of the Month, KSCRП assemblies, Watch Dog Parent Participation, PTO volunteer events, concerts, musicals, presentation nights and classroom volunteers.	Limited Development 10/14/2019		
		Priority Score: 3                      Opportunity Score: 3	Index Score: 9		
<i>How it will look when fully met:</i>		<p>How it will look:</p> <ul style="list-style-type: none"> <li>• Documented in-person events and number of people attended.</li> <li>• Send out messages on blackboard, peach jar, and the marquee to inform our families of school events and information.</li> </ul> <p>Information to determine full implementation:</p> <ul style="list-style-type: none"> <li>• Family event attendance in percentage of the population</li> <li>• Historical attendance documents</li> <li>• Parent surveys for each event</li> </ul>		Sara Fletcher	06/01/2024
<i>Actions</i>			<b>0 of 1 (0%)</b>		
	11/4/23	Family/Student survey sent to families for feedback on school improvement.		Sara Fletcher	10/13/2023
		Notes: Family Feedback results <a href="https://docs.google.com/spreadsheets/d/1GCdAHkRGDcJEcnWRAi2WqzcP9LYUPMyqA81RFM1zFQ4/edit?usp=sharing">https://docs.google.com/spreadsheets/d/1GCdAHkRGDcJEcnWRAi2WqzcP9LYUPMyqA81RFM1zFQ4/edit?usp=sharing</a>			
<i>Implementation:</i>			01/30/2022		
	<i>Evidence</i>	1/30/2022 Sign-in sheets for in-person events; "digital school" for online event; parent surveys			

<b><i>Experience</i></b>	1/30/2022 Our staff, led by the Literacy Team, provided resources to parents for helping their students at home through in-person and online family literacy events.			
<b><i>Sustainability</i></b>	1/30/2022 We will continue to offer family literacy events, and update them to target students' learning needs.			