

Comprehensive Progress Report

Mission: N. L. Dillard Middle School, in partnership with its community, is committed to educating all children in a safe environment and to promote academic excellence for life-long learning in a changing global society.

Vision: N.L. Dillard Middle School will provide students with an academically rich environment that focuses on character education and student achievement; thus, preparing them to be life-long learners.

Goals:

Through teacher coaching, support and data analysis, collective EOG Reading scores will increase proficiency by 8% as indicated by the 2020 NCEOG and NCEOC data by June 2020.

All Dillard Staff will increase the use of data to improve instruction and student growth as indicated by EVAAS, NC Check-ins, iReady, NCEOG/ NCEOC and CNA data by June 2020.

Through teacher coaching, support and data analysis, collective EOG Math scores will increase proficiency by 8% as indicated by the 2020 NCEOG data by June 2020.

All Dillard Middle School out of school suspensions will decrease by 20% as indicated by the 2019-2020 PowerSchool and CNA data by June 2020.

All parental involvement will increase by 50% as indicated by the parent night attendance, parent organization meeting attendance and CNA data by June 2020.



! = Past Due Objectives

KEY = Key Indicator

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		High expectations for all staff and students			
KEY	A1.07	ALL teachers employ effective classroom management and reinforce classroom rules and procedures by positively teaching them.(5088)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Currently, teachers have protocols and procedures in place to address classroom behaviors by posting or utilizing the school-wide classroom behavior charts (PBIS). A1.07 Our school ensures all teachers establish and positively teach and reinforce rules and procedures in their classrooms and throughout the building as follows: positive behavior incentives are conducted and highlighted monthly for students and teachers; each classroom and hallway are adorned with school-wide PBIS expectations. Through the beginning teacher program, each new teacher is assigned a mentor as well as a buddy teacher to assist with classroom management strategies, pedagogical decisions, and any other issues that may arise throughout the year. Over the summer, scheduling of students was intentional to ensure proper heterogenous grouping in Science and Social Studies and homogeneous grouping in Mathematics and English Language Arts according to EVAAS data. The homogeneous grouping helped to keep differentiation levels according to class period for mathematics and ELA, streamlining instruction along with EngageNY.	Limited Development 10/04/2017		
		Priority Score: 3	Opportunity Score: 2	Index Score: 6	
<i>How it will look when fully met:</i>		Major and minor classroom incidents will decrease along with the number of office referrals by 30%. There will be fewer number of referrals and incidences in PowerSchool.		Janice Castle	06/09/2020
<i>Actions</i>			3 of 4 (75%)		
	10/4/17	Teachers will focus on building positive student relationships while celebrating their successes.	Complete 06/07/2019	Janice Castle	06/07/2019
<i>Notes:</i>					
	10/4/17	Administrators will observe and monitor policy and procedures in place.	Complete 06/07/2019	Janice Castle	06/07/2019
<i>Notes:</i>					
	11/5/18	Classroom management assistance, coaching and professional development opportunities will be differentiated by assessed teacher needs.	Complete 06/07/2019	Franchesca Gantt	06/07/2019
<i>Notes:</i>		There will be weekly mentor checks, coaching checks and walkthroughs to ensure the ongoing progress and make changes where needed.			

8/8/19	MTSS will be established to provide interventions for behaviorally challenged students based on teacher referrals.		Paula Diggs	06/09/2020
<i>Notes:</i>				
Implementation:		06/19/2018		
Evidence	6/19/2018			
Experience	6/19/2018			
Sustainability	6/19/2018			

Core Function:	Dimension B - Leadership Capacity			
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Effective Practice:	Strategic planning, mission, and vision			
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KEY	B1.03	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)	Implementation Status	Assigned To	Target Date
Initial Assessment:		Grade level meetings are bi-monthly and professional learning community meetings weekly. The revised format for grade level meetings and the school improvement team, which is now the newly formed leadership team, meets bi-monthly.	Limited Development 10/12/2016		
		Priority Score: 3 Opportunity Score: 3	Index Score: 9		
How it will look when fully met:		The Leadership team will meet twice a month, for a hour. An agenda will be prepared, the minutes will be documented and communicated to members with a focus on instructional improvement driven by data analysis.		Franchesca Gantt	06/09/2020
Actions			4 of 5 (80%)		
10/12/16		School improvement team meeting agendas will be created and shared to members prior to the scheduled meeting time.	Complete 06/07/2019	Joshua Fuqua	06/07/2019
<i>Notes:</i>					
10/12/16		All meeting dates for the 2018-19 school year will be scheduled in NCStar (North Carolina a web-based school improvement management tool).	Complete 06/07/2019	Joshua Fuqua	06/07/2019
<i>Notes:</i>					
10/12/16		The minutes for each meeting will be prepared and distributed in a timely manner to the leadership team.	Complete 06/07/2019	Joshua Fuqua	06/07/2019

<i>Notes:</i>				
7/25/19	Instructional teams will be comprised of 2 coaches, teacher leaders, and administrators.	Complete 06/07/2019	Janice Castle	06/06/2020
<i>Notes:</i>				
8/8/19	Members of the Leadership Team will focus on instructional improvement driven by data analysis.		Michele Bouchard	06/09/2020
<i>Notes:</i>				
Implementation:		06/19/2018		
Evidence	6/19/2018			
Experience	6/19/2018			
Sustainability	6/19/2018			

Core Function:	Dimension B - Leadership Capacity			
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Effective Practice:	Distributed leadership and collaboration			
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KEY	B2.03	The school has established a team structure among teachers with specific duties and time for instructional planning.(5143)	Implementation Status	Assigned To	Target Date
Initial Assessment:		Currently, all teachers have a common planning block among grade levels. There is a calendar which details protected blocks of time for team meetings as well as content planning.	Limited Development 10/10/2016		
		Priority Score: 3 Opportunity Score: 3	Index Score: 9		
How it will look when fully met:		Instructional teams will be identified and charged with specific functions that will address instructional delivery, instructional methods, and provide professional development for teachers.	Objective Met 08/08/19	Franchesca Gantt	06/07/2019
Actions					
10/10/16		The administrative team will develop guidelines and procedures for the expectations and duties of the instructional team.	Complete 06/07/2019	Matt Walters	06/07/2019
<i>Notes:</i>					
10/17/16		The instructional team and leadership team will create a lesson plan template for teacher planning.	Complete 06/07/2019	Michele Bouchard	06/07/2019
<i>Notes:</i>					
11/5/18		Each teacher will be asked to serve on at least one committee based on school goals.	Complete 06/07/2019	Janice Castle	06/07/2019

Notes: Ms. Castle will monitor attendance and meeting minutes in accordance with Title I compliance indicators.

Implementation:		08/08/2019		
Evidence	6/19/2018 Guidelines and procedures for expectations were put in place by administration and followed by teachers. The instructional team created a lesson plan to be used by all teachers and tweaked it as needed. All teachers served on at least one committee, with many serving on multiple committees. Title I meeting attendance grew substantially over the course of the year.			
Experience	6/19/2018 The administrative team developed guidelines for expectations and duties of the instructional team. The team functioned to address instructional delivery, methods, and provided professional development.			
Sustainability	6/19/2018 Teachers will continue to serve on committees to contribute to the positive school environment. Title I will continue to be monitored by Castle, but sub committees will be set up to help plan and implement parent nights focused on educating the community.			

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
<i>Initial Assessment:</i>			The administrative team currently conducts walkthroughs, classroom visits, formal teacher observations, and provides guidelines for peer observations. Administration participates in teacher planning sessions and grade level meetings. The curriculum coaches also conduct ongoing walkthroughs, classroom visits, participate in weekly PLC meetings, and offer constructive feedback as needed.	Limited Development 10/12/2016		
			Priority Score: 3 Opportunity Score: 3	Index Score: 9		
<i>How it will look when fully met:</i>			The principal will communicate established instructional expectations and processes for team planning and instructional delivery. An instructional team will be created providing professional development, meeting with grade level teams, visiting classrooms, and reinforcing good practices.		Franchesca Gantt	06/07/2019
Actions				4 of 6 (67%)		
	10/12/16		A teacher self-assessment will be used to determine areas of improvement. The instructional team, curriculum staff, and administration will plan and implement either individual, small group, and grade level professional develop activities based upon established and identified teacher needs.	Complete 06/07/2019	Janice Castle	06/07/2019
<i>Notes:</i>						
	10/12/16		All teachers will meet bi-monthly per grade level to discuss students' strengths and weaknesses. Teachers will share out implemented instructional strategies and interventions that impact students' performance levels on assignments and/or assessments.	Complete 06/07/2019	Janice Castle	06/07/2019
<i>Notes:</i>						
	10/12/16		Explicit professional development will be facilitated in the areas of instructional delivery, growth producing feedback, formative and summative assessment data to enhance instruction and improve student performance.	Complete 06/07/2019	Danielle Flores	06/07/2019
<i>Notes:</i>			Instructional coaches will facilitate PD based off needs.			
	8/8/19		Teachers, instructional coaches, and administrators will meet in PLC's to analyze data and use their findings to drive their instructional practices.		Janice Castle	06/09/2019
<i>Notes:</i>						

11/5/18	Lesson plans, curriculum alignment and results focused PLCs will be monitored by the principal and instructional coaches.	Complete 06/07/2019	Michele Bouchard	06/07/2020
<i>Notes:</i>				
8/8/19	Administrators will conduct weekly feedback and scheduled observations to provide immediate feedback to inform instructional planning, best practices and grow teacher capacity.		Franchesca Gantt	06/09/2020
<i>Notes:</i>				
Implementation:		06/19/2018		
Evidence	6/19/2018			
Experience	6/19/2018			
Sustainability	6/19/2018			

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>			Parents receive letters, instant messages, emails, and website updates regarding their child's grades, performance and attendance. Currently, we have teacher conferences at school, Individual Educational Plan meetings, and Open House events. Teachers and the school sends out instant messages, letters, and email correspondences. In addition, teachers and the school use the Remind application as well as sends interim reports and report cards home. Parents are invited to join PowerSchool Portal for access to student grades. There will also be Title I Parent Nights focused on curriculum and parental professional development.	Limited Development 10/12/2016		
			Priority Score: 3	Opportunity Score: 3	Index Score: 9	
<i>How it will look when fully met:</i>			Parents will instantly have access to information they need to stay up-to-date on their child's grades, performance, and attendance. We will have face-to-face meetings with family members at the beginning of the year and throughout the year. Materials will be sent home to families informing them of updates, school events, and occurrences at school. We will see an improvement in parent participation in school events. We will see an increased percentage of parent participation on the parent-community satisfaction survey pertaining to the school climate. Parents will join PowerSchool Portal for access to student grades. Each week parents receive an all call from the school, updating them on the weekly events. And teacher web pages will be updated and utilized as a means of providing more information to key stakeholders.		Franchesca Gantt	06/07/2019
<i>Actions</i>				5 of 8 (62%)		
	10/12/16	Teachers will make parent contacts for academic and behavioral information (good and not so good) to all parents. Teachers will create and update parent contact logs.		Complete 06/07/2019	DMS ADMIN TEAM	06/07/2019
<i>Notes:</i>						
	10/12/16	Administration will create a weekly phone messages and school website to create constant communication to stakeholders.		Complete 06/07/2019	DMS ADMIN TEAM	06/07/2019
<i>Notes:</i>						

10/4/17	Dillard Middle School will have an active PTSO organization that will meet monthly with parents and teacher representatives to encourage parents to assist with various school activities and functions.	Complete 06/07/2019	Julie Adams	06/07/2019
<i>Notes:</i>				
10/4/17	Parents will utilize the Parent Portal in PowerSchool to gain instant access to their child's grades, performance and attendance.	Complete 06/07/2019	Joshua Fuqua	06/07/2019
<i>Notes:</i>				
10/4/17	The PTSO will assist in providing financial assistance where needs are identified within the school.	Complete 06/07/2019	Julie Adams	06/07/2019
<i>Notes:</i> The admin team and also the school social worker will collaborate over this goal.				
8/8/19	Administrators will help to organize an active PTSO organization that will meet monthly with parents and teacher representatives to encourage parents to assist with various school activities and functions.		Clarence Garrett	06/09/2020
<i>Notes:</i>				
8/8/19	Dillard Middle school will continue to help Parents utilize the Parent Portal in PowerSchool to gain instant access to their child's grades, performance and attendance.		Joshua Fuqua	06/09/2020
<i>Notes:</i>				
8/8/19	Teachers will continue to make parent contacts for academic and behavioral information (good and not so good) to all parents. Teachers will create and update parent contact logs.		Doretha Winstead	06/09/2020
<i>Notes:</i>				
Implementation:		06/19/2018		
Evidence	6/19/2018			
Experience	6/19/2018			
Sustainability	6/19/2018			