

## Comprehensive Progress Report

**Mission:**

At First Flight Elementary we provide challenging, relevant instruction in a caring, cooperative, creative and safe environment in which students, staff and parents work as a team to experience growth and success.

**Vision:**

At First Flight Elementary School, students, staff and parents are a collaborative learning community working together to prepare our students with strategies and skills to be successful in life and grow in their educational and personal journey.

**Goals:**

FFES will provide all students with targeted instruction based on the analysis of USNS, mCLASS, Check Ins, Core Phonics Survey, and classroom common assessments. This will be a 30-60 minute intervention or enrichment time to increase our student growth and meet all students' academic needs. (A4.01, B1.03, B3.03, C2.01, A2.04, B2.03)

All students, staff, and families will participate in KSCRП and Zones of Regulation as our schoolwide PBIS to decrease student referrals, provide tools for students and staff to discuss and reflect on emotions and coping skills, and create a school where everyone lives the KSCRП way everyday. (A1.07, A4.01, A4.06, B1.03, B3.03)

All staff will be active contributors to the school improvement process. Focus groups meet once a month and create a way for all staff to be part of the school improvement process. Each focus group creates action items for school improvement tied to key indicators and communicate these action items to all staff in our weekly newsletter, at staff meetings, and SIT meetings. Focus groups consist of PBIS, Joy, MTSS, Literacy, & STEAM. (A1.07, A2.04, A4.01, A4.06, B1.03, B2.03, C2.01, E1.06)

Staff will be provided with more time to analyze data and collaborate on next steps with teachers, interventionists, EL, AIG, EC, support staff, and administration all at the table. Substitutes will be used during BOY, MOY, and Check In windows to provide all staff with extra time to analyze data as a collaborative team.

Professional development will be universal for all staff from August - December. Administration will work alongside all staff to develop the professional development plan from December - June through needs assessments, conversations from Super Observations, and School Improvement Team collaborations.



! = Past Due Objectives

KEY = Key Indicator

<b>Core Function:</b>		<b>Domain 1: Turnaround Leadership</b>				
<b>Effective Practice:</b>		<b>Practice 1A: Prioritize improvement and communicate its urgency</b>				
	<b>B1.01</b>	<b>The LEA has an LEA Support &amp; Improvement Team.(5135)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>	

**Initial Assessment:**

First Flight Elementary School has an MTSS Core Team, School Improvement Team, and 5 Focus Groups so that all staff are involved in the school improvement process. These focus groups consist of Joy, MTSS, PBIS, Literacy, and STEAM and are led by teacher leaders and supported by administration. MTSS meets once a week, SIT meets once a month, and Focus Groups meet once a month. All committees are tied to key indicators for a school improvement focus.

Focus Group & SIT Members and Purpose are included in the link below.

[https://docs.google.com/document/d/1g3npoh2gh7Y7\\_AvID0Qm8rJV5v0A4y-Nn4uFX0hJmio/edit?usp=sharing](https://docs.google.com/document/d/1g3npoh2gh7Y7_AvID0Qm8rJV5v0A4y-Nn4uFX0hJmio/edit?usp=sharing)

Full Implementation  
11/04/2023

	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
<b>Initial Assessment:</b>			<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 5 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>All certified and most classified staff at FFES are a member of one of our 5 Focus Groups that focus on school improvement action items tied to key indicators. These focus groups are the Joy Focus Group, STEAM Focus Group, Literacy 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. Focus Group and SIT Agendas are documented monthly in NCStar.</p>	Limited Development 11/01/2023		
			Priority Score: 3                      Opportunity Score: 3	Index Score: 9		
<b>How it will look when fully met:</b>			<ul style="list-style-type: none"> <li>School Improvement team will meet once a month. They will be decision makers and create action items for school improvement tied to key indicators.</li> <li>Focus Groups will meet once a month and will work on action items for school improvement tied to key indicators.</li> <li>All staff will be aware of action items tied to school improvement through weekly communication through the FFES newsletter.</li> <li>Action items will be documented in NCStar.</li> <li>Action items will create student growth which we will see in our students mCLASS, USNS, Check In, and EOG data growth reports.</li> </ul>		Penny Pugh - Elected June 2024	06/01/2025
<b>Actions</b>				<b>17 of 20 (85%)</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
<i>Notes:</i> <a href="https://docs.google.com/document/d/1HdIC5qeEo7eZq5TCYs5xwZcF7UqMEnKUECSBTXYmaGY/edit?usp=sharing">https://docs.google.com/document/d/1HdIC5qeEo7eZq5TCYs5xwZcF7UqMEnKUECSBTXYmaGY/edit?usp=sharing</a>						
	5/23/24	Elected SIT leaders and voting rules created.		Complete 09/15/2023	Sara Fletcher	09/26/2023

<i>Notes:</i>				
5/23/24	Change PTO meeting time so that staff can attend.	Complete 11/28/2023	Penny Pugh - Elected June 2024	11/28/2023
<i>Notes:</i>				
5/23/24	Review 5th grade leadership applications.	Complete 11/28/2023	SIT Committee	11/28/2023
<i>Notes:</i>				
5/23/24	Recess equipment vote-National Honor Society FFHS.	Complete 11/28/2023	SIT Committee	11/28/2023
<i>Notes:</i>				
5/23/24	Created spreadsheet to organize recess equipment from National Honor Society.	Complete 01/30/2024	SIT Committee	01/30/2024
<i>Notes:</i>				
5/23/24	Selected 4 staff members to attend NC GreenPower grant STEAM training.	Complete 01/30/2024	SIT Committee	01/30/2024
<i>Notes:</i>				
5/23/24	Gave out budgets for each grade level to work on for the 2024-2025 school year.	Complete 01/30/2024	SIT Committee	01/30/2024
<i>Notes:</i>				
5/23/24	DEF Garden Grant & Outdoor Classroom Garden Club - Grant spending update	Complete 02/27/2024	SIT Committee	02/27/2024
<i>Notes:</i>				
5/23/24	Discuss data days (glows and grows).	Complete 02/27/2024	SIT Committee	02/27/2024
<i>Notes:</i>				
5/23/24	Went over staff attendance data and absence planning protocol.	Complete 02/27/2024	SIT Committee	02/27/2024
<i>Notes:</i>				
5/23/24	Discussed club days and decided to push to 24/25 school year.	Complete 02/27/2024	SIT Committee	02/27/2024
<i>Notes:</i>				
5/23/24	Review results for staff book study for 24/25 school year.	Complete 03/26/2024	SIT Committee	03/26/2024
<i>Notes:</i>				
5/23/24	March attendance incentive.	Complete 03/29/2024	SIT Committee	03/29/2024
<i>Notes:</i>				
5/23/24	Discussed and implementation plan for Wishing Day.	Complete 05/01/2024	SIT Committee	05/01/2024
<i>Notes:</i>				

10/17/24	Action Item leaders will be voted on at our SIT meeting. These will be staff leaders and will be responsible for ensuring that we stay on track with action items for each key indicator chosen by the SIT team.	Complete 10/22/2024	Penny Pugh - Elected June 2024	10/22/2024
<i>Notes:</i>				
10/26/24	SIT team will review key indicators monthly and will vote on action items for school improvement.		Penny Pugh - Elected June 2024	06/02/2025
<i>Notes:</i>				
10/13/24	SIT meets once a month to discuss school improvement and student growth based on key indicators.		Penny Pugh - Elected June 2024	06/02/2025
<i>Notes:</i>				
10/13/24	Joy, Steam, Literacy, PBIS, and MTSS Focus Groups meet once a month to discuss school improvement and student growth based on key indicators.		Penny Pugh - Elected June 2024	06/02/2025
<i>Notes:</i>				
<b>Implementation:</b>		10/13/2024		
<b>Evidence</b>	10/13/2024 SIT & Focus Groups meet once a month with support from the principal and assistant principal.			
<b>Experience</b>	10/13/2024 SIT team & Focus Groups meet once a month.			
<b>Sustainability</b>	10/13/2024 Schedule for SIT & Focus Group has been established for the year with monthly meeting dates.			

<b>Core Function:</b>		<b>Domain 1: Turnaround Leadership</b>			
<b>Effective Practice:</b>		<b>Practice 1B: Monitor short-and long-term goals</b>			
<b>KEY</b>	<b>D1.02</b>	<b>The LEA/School has aligned resource allocation (money, time, human resources) within each school's instructional priorities.(5171)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>

**Initial Assessment:**

FFES is a Title 1 School and therefore receives Title 1 funds. For the 2024-2025 school year most of these funds were used for human resources to support the growth of our students. Our reading specialist and interventionist are both hired through Title 1 funds. The rest of our funds are being used for intervention resources, One Book One School, Steam projects supplies for STEAM Night and substitutes to cover teachers for Data Days to collaborate and analyze assessment data and create strong core and intervention plans for student growth.

FFES has a strong PTO that support our staff and school so we can support the growth of our students. For the 2024-2025 school year, the FFES PTO has decided to give all grade levels \$3,000 to use to support grade level resources for student activities, field trips, and school improvement needs.

FFES will be using our Professional Development funds to support our professional development plan. The plan from August - December was created to support our core professional development that all staff need. In December we will collaborate with all staff and use a needs assessment to see what professional development is needed for the rest of the year. During our Super Observation Post Conference we will have direct conversation with every staff member on their professional development needs to help us develop our next step plans. This plan allows all staff to see the professional development vision for the year for PLC's and staff meetings. Admin will be working alongside all staff to continue our professional development plan.

FFES will be using intervention funds to provide after school tutoring for our students based on needs. We will use data from mCLASS, USNS, Check Ins, and classroom assessments to determine which students will be targeted to join this after school tutor opportunity. This will be staffed by our certified teachers.

Limited Development  
10/17/2024

<b>How it will look when fully met:</b>	<ul style="list-style-type: none"> <li>Title 1 funds are transparent and discussed with the school community.</li> <li>Title 1 funds used to strengthen the core and support the growth of all students, staff, and families.</li> <li>PTO funds are transparent and discussed with the school community.</li> <li>PTO funds are used to strengthen the core and support the growth of all students, staff, and families.</li> <li>Intervention funds are transparent and discussed with the school community.</li> <li>Intervention funds are used to support personalized needs of our Tier 2 and Tier 3 students to minimize the instructional gaps and increase our students' growth and proficiency.</li> <li>Professional development funds are transparent and discussed with the school community.</li> <li>Professional development funds are used to personalize the needs of staff so every FFES staff member has the opportunity to learn and grow in their role.</li> </ul>		<b>Crissie Weeks - Elected June 2024</b>	<b>06/02/2025</b>
<b>Actions</b>		<b>3 of 8 (38%)</b>		
10/17/24	Title 1 presentation to staff to present our Title 1 Budget.	Complete 08/19/2024	Sara Fletcher - Elected June 2024	08/19/2024
<i>Notes:</i>				
10/17/24	PTO presented PTO budget and changes to FFES staff.	Complete 08/19/2024	Sarah Ohs - PTO Treasurer & DLI Parent	08/19/2024
<i>Notes:</i>				
10/17/24	Title 1 presentation at Back to School Night to present Title 1 budget to FFES parents.	Complete 09/12/2024	Sara Fletcher - Elected June 2024	09/12/2024
<i>Notes:</i>				
10/17/24	Professional Development needs assessment created and analyzed by SIT team to determine what professional development staff needs for the remainder of the school year to personalize our professional development. SIT team will continue to check on professional development needs during SIT.		Penny Pugh - Elected August 2024	11/26/2024
<i>Notes:</i>				
10/26/24	Super Observation Post Conferences with all certified staff to discuss professional development needs of each individual staff and based on classroom observation.		Sara Fletcher - Elected June 2024	11/27/2024
<i>Notes:</i>				

10/19/24	Intervention funds are used to provide strong after school tutoring and interventions to support the growth of students in Tier 2 and Tier 3.		Sara Fletcher - Elected August 2024	06/01/2025
<i>Notes:</i>				
10/17/24	Title 1 budget review at monthly SIT meetings.		Penny Pugh - Elected August 2024	06/01/2025
<i>Notes:</i>				
10/17/24	PTO budget is presented at quarterly PTO meetings.		Kaitlin Finnin - PTO President & Parent	06/01/2025
<i>Notes:</i>				



Core Function:		Domain 1: Turnaround Leadership			
Effective Practice:		Practice 1C: Customize and target support to meet needs			
	B2.01	School culture promotes and supports the physical, social, emotional, and behavioral health of all school personnel. (5855)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		<p>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.</p>	Limited Development 10/19/2021		
		Priority Score: 3	Opportunity Score: 2	Index Score: 6	
<i>How it will look when fully met:</i>		<p>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.</p> <ul style="list-style-type: none"> <li>• Monthly social activities to promote building relationships.</li> <li>• Staff feel celebrating and cared for on special celebration days and times of struggle.</li> <li>• Staff have opportunities to stay mentally and physically healthy at school.</li> </ul>		Venia Interiano - Elected June 2024	06/01/2025
<i>Actions</i>			29 of 35 (83%)		
11/4/23	Monday exercise classes in the gym with Sara Patton.		Complete 06/07/2024	Sara Patton	09/08/2023
	<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.	Complete 12/15/2023	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.	Complete 11/30/2023	Shelly Honeycutt	11/13/2023
	<i>Notes:</i>			
1/24/24	November school outing- 3 Tequilas family owned restaurant.	Complete 11/13/2023	Connie Grizzard	11/13/2023
	<i>Notes:</i>			
11/4/23	Baby shower for Sam Smith.	Complete 12/15/2023	Shelly Honeycutt	11/22/2023
	<i>Notes:</i>			
5/23/24	Survey for the holiday party.	Complete 12/01/2023	Sara Patton	12/01/2023
	<i>Notes:</i>			
11/4/23	December Staff Outing - Holiday Party at Red Drum.	Complete 12/11/2023	Katie Weaver	12/08/2023
	<i>Notes:</i>			
1/24/24	January, staff potluck lunch-soup day!	Complete 01/17/2024	Katie Weaver	01/17/2024
	<i>Notes:</i>			
1/24/24	Monthly staff outing-Brewing Station.	Complete 01/25/2024	Connie Grizzard	01/25/2024
	<i>Notes:</i>			

1/24/24	Chili cookoff, staff luncheon.	Complete 02/19/2024	Katie Weaver	02/19/2024
	<i>Notes:</i>			
1/24/24	Monthly staff outing-Brewing Station.	Complete 02/29/2024	Connie Grizzard	02/29/2024
	<i>Notes:</i>			
5/23/24	Baby shower for Mrs. G.	Complete 03/26/2024	JOY Committee	03/26/2024
	<i>Notes:</i>			
5/23/24	March staff outing.	Complete 03/28/2024	JOY Committee	03/28/2024
	<i>Notes:</i>			
5/23/24	Staff egg hunt.	Complete 04/09/2024	JOY Committee	04/09/2024
	<i>Notes:</i>			
5/23/24	April staff outing.	Complete 04/22/2024	JOY Committee	04/22/2024
	<i>Notes:</i>			
5/23/24	Monthly potluck, taco party.	Complete 05/03/2024	JOY Committee	05/03/2024
	<i>Notes:</i>			
5/23/24	May 30th staff outing.	Complete 05/30/2024	JOY Committee	05/30/2024
	<i>Notes:</i>			
5/23/24	Joy snacks available for staff throughout the year.	Complete 06/07/2024	JOY Committee	06/07/2024
	<i>Notes:</i>			
5/23/24	Weekly yoga for staff.	Complete 06/07/2024	Rebecca Head	06/07/2024
	<i>Notes:</i>			
1/24/24	End of year staff celebration	Complete 06/07/2024	Sara Patton	06/14/2024
	<i>Notes:</i>			
1/24/24	Encouraging cards/messages sent to members of Dare County Schools that are going through difficult times.	Complete 06/14/2024	Connie Grizzard	06/14/2024
	<i>Notes:</i>			
1/24/24	Staff book club.	Complete 05/16/2024	Stacy Hanf	06/14/2024
	<i>Notes:</i>			
10/19/24	International staff lunch. Staff brings a dish from their culture to share for lunch.	Complete 10/09/2024	Sara Patton - Elected August 2024	10/09/2024
	<i>Notes:</i>			
10/19/24	Pumpkin decorating contest for staff.	Complete 10/21/2024	Shelly Honeycutt	10/21/2024
	<i>Notes:</i>			
10/19/24	Wedding shower for staff who got married over the summer.		Katie Weaver	11/06/2024

<i>Notes:</i>				
10/19/24	Staff "Secret Gifter" opportunity where staff can shower another staff member for the holidays. Optional only.		Katie Weaver	12/20/2024
<i>Notes:</i>				
10/19/24	Monday Workouts in the Gym.		Sara Patton	06/02/2025
<i>Notes:</i>				
10/19/24	Weekly yoga for staff.		Rebecca Head - Elected August 2024	06/02/2025
<i>Notes:</i>				
10/19/24	Monthly Book Club for staff.		Stacey Hanf	06/02/2025
<i>Notes:</i>				
10/13/24	The Joy Focus Group meets once a month to discuss school improvement to support the growth in our school culture.		Sara Patton	06/02/2025
<i>Notes:</i>				
<b>Implementation:</b>		05/23/2024		
<b>Evidence</b>	5/23/2024			
<b>Experience</b>	5/23/2024			
<b>Sustainability</b>	5/23/2024			

<b>Core Function:</b>		<b>Domain 2: Talent Development</b>			
<b>Effective Practice:</b>		<b>Practice 2B: Target professional learning opportunities</b>			
<b>KEY</b>	<b>C2.01</b>	<b>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)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>

**Initial Assessment:**

Assessment and other informational data is shared with staff during PLC's, Staff Meetings, and BOY Data Day. Universal screeners consist of mCLASS, USNS, Phonics Core Survey, Check Ins, and progress monitoring.

Interventionists, administration, EL, AIG, EC, and classroom teacher collaborate and discuss student data and instructional needs through the MTSS process. Interventionists, teachers, and EC case managers provide tier 1, 2 & 3 interventions to support student growth.

Observations are conducted by admin and Teaching and Learning Facilitator and used to determine next steps for individual professional development based on needs. Administration uses staff Professional Development Plan to determine individual professional development needs. Needs assessment will be conducted in December 2024 to determine next steps for continuous professional development with teacher voice at the forefront.

Feedback from 2023-2024 FAM-S and TWC survey was used to determine next steps with providing professional development and the need for a FFES Professional Development Plan. Universal training for all staff is documented on FFES PD Plan from August - December. The FFES PD Plan for January - June will be determined based on teacher needs for student growth.

Limited Development  
10/14/2019

	Priority Score: 3	Opportunity Score: 3	Index Score: 9		
<b>How it will look when fully met:</b>	<ul style="list-style-type: none"> <li>Team will follow FFES Professional Development plan that has been planned out until December.</li> <li>Surveys, conversations during post observations, and school improvement discussions will be used to continue the PD plan for the remainder of the year in January 2025 with teacher feedback, observation feedback, and needs to support differentiated PD.</li> <li>PD will be conducted during PLC's and staff meetings.</li> <li>Surveys at the end of the year indicate that staff have the professional development, training, and confidence they need to support the growth of each individual student.</li> <li>Student growth will be directly tied to the professional growth of staff.</li> <li>EOY Data will show student growth in mCLASS, USNS, Core Phonics Survey, and EOGs.</li> </ul>			<b>Sara Fletcher - Elected June 2024</b>	<b>06/01/2025</b>
<b>Actions</b>			<b>11 of 21 (52%)</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>					
1/24/24	MOY data days will take place for K-5 teachers. We will meet as a team, half day to discuss MOY data, create IRP letters, create ability groups across grade levels for Flyer Time (intervention time) for K-2 and 3-5 students. EC teachers, interventionists, grade level teachers, administration, ELL teacher, and Enrichment teacher will all work together to discuss data and student needs.		Complete 02/09/2024	Sara Fletcher	02/10/2024
<i>Notes:</i>					
11/1/23	Monthly data talks during PLC time using mClass data, USNS data, and classroom formative and informal observation data.		Complete 06/07/2024	Sara Fletcher	06/07/2024
<i>Notes:</i>					

10/26/24	Restructuring the FFES Support Staff to make it clear who can support staff with professional growth. FFES Support Staff email was created so staff can send 1 email to all support staff seeking guidance, advice, or professional development growth.	Complete 08/19/2024	Sara Fletcher - Elected June 2024	08/19/2024
<i>Notes:</i>				
10/26/24	All certified and instructional assistance participating in professional development for new Bridges curriculum in math.	Complete 08/20/2024	Dawn Tillet	08/20/2024
<i>Notes:</i>				
10/13/24	BOY Data Days for K-5th grade teachers, EC staff, support staff, and administration.	Complete 09/26/2024	Sara Fletcher	09/24/2024
<i>Notes:</i>				
10/26/24	Critical Conversation training during staff meeting to support teachers professional development tied to parent conferences.	Complete 10/01/2024	Crissie Weeks - Elected June 2024	10/01/2024
<i>Notes:</i>				
10/26/24	All certified staff are trained in Branching Minds so they can successfully progress monitor their Tier 2 students.	Complete 10/09/2024	Jennifer Kresicki - Elected June 2024	10/09/2024
<i>Notes:</i>				
10/22/24	Action Item leader chosen by SIT	Complete 10/22/2024	Jennifer Kresicki - Elected August 2024	10/22/2024
<i>Notes:</i>				
10/13/24	All Instructional Assistant staff and certified staff will be trained using UFLI to support Tier 2 interventions during our Intervention time.		Sara Fletcher - Elected June 2024	11/01/2024
<i>Notes:</i>				
10/26/24	10 staff members will participate in professional development to support students with trauma. Staff will share information at staff meeting.		Blair James - Elected June 2024	11/05/2024
<i>Notes:</i>				
10/13/24	Super Observations will be conducted by the end of November. Observations and teacher conferences will be used to determine individual professional development needed.		Blair James - Elected June 2024	11/27/2024
<i>Notes:</i>				
10/13/24	Staff surveys and collaboration to determine individual professional needs for all staff based on their students current needs. FFES PD Plan for January - June will be determined based on staff needs.		Crissie Weeks	12/01/2024
<i>Notes:</i>				

10/13/24	MOY Data Days for K-5th grade teachers, EC staff, support staff, and administration.		Crissie Weeks	02/01/2025
<i>Notes:</i>				
10/26/24	Positive Mindset book study for all staff during staff meetings. Positive Mindset Habits for Teachers: 10 Steps to Reduce Stress, Increase Student Engagement and Reignite Your Passion for Teaching		Sara Fletcher - Elected June 2024	02/01/2025
<i>Notes:</i>				
10/13/24	Mini Data Days after math and reading Check ins to analyze data and create core, intervention, and enrichment plans for each student.		Jennifer Kresicki	06/02/2025
<i>Notes:</i>				
10/13/24	Implement NCDPI Core Protocol during Data Days & PLC's so teachers have a strategy to better understand how to analyze their data and focus on their core instruction.		Sara Fletcher	06/02/2025
<i>Notes:</i>				
10/13/24	Restructure our related arts schedule to give our media and ITF more time to collaborate with staff and give our students more time having guidance lessons with our school counselor. ITF will focus on implemented technology for deeper learning and aligning to the standards. Our media specialist will focus on research in the library, Knowledge bins, and real world literacy in connection with science.		Stacey Hanf & Charlotte Hester	06/02/2025
<i>Notes:</i>				
10/29/24	Early Learning Effectiveness Check Rubric completed with Rhys Lamberg from NCDPI and leadership team to determine goals for FFES to support the growth in student learning and engagement.		Sara Fletcher - Elected June 2024	06/02/2025
<i>Notes:</i>				
<b>Implementation:</b>		10/13/2024		
<b>Evidence</b>	10/13/2024 Data Day Agenda & Flyer Groups <a href="https://docs.google.com/document/d/1f6OEIVhzZOk2nxuwY_hcuoQdco5wGRghrZ0OCDSIBuc/edit?usp=sharing">https://docs.google.com/document/d/1f6OEIVhzZOk2nxuwY_hcuoQdco5wGRghrZ0OCDSIBuc/edit?usp=sharing</a>			
<b>Experience</b>	10/13/2024 Data Days took place on 9/24, 9/25, & 9/26. All teachers, EC, support staff, and admin had 3 hours to analyze BOY mCLASS & USNS data to create strong core and intervention/enrichment plans for every student.			



<b>Sustainability</b>	10/13/2024 Students will be in their intervention/enrichment group during Flyer Time for 30-60 minutes focusing on literacy growth.			
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<b>Core Function:</b>	<b>Domain 3: Instructional Transformation</b>			
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<b>Effective Practice:</b>	<b>Practice 3A: Diagnose and respond to student learning needs</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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<i>Initial Assessment:</i>		<p>MTSS Core team meets every Friday from 9:45-11:45 to collaborate with classroom teacher, EC teacher, interventionists, EL teacher, and administration. Teachers complete data sheets and sign up students that they would like to discuss during MTSS Friday meetings to support their growth in the areas of concern. The MTSS team finds coverage for classroom teachers so they can attend. This problem solving team comes up with next steps or interventions to support the growth of the student presented at MTSS Core meeting. Parents are informed of intervention and next steps. Parents are also invited to the next MTSS meeting in 4-6 weeks to analyze the data and growth of student and determine if interventions should continue or increase.</p> <p>All students are included in Flyer Time that provides 30-60 minutes of intervention or enrichment based on the data of each student and their needs for growth. K-5th grade staff will participate in BOY, MOY, &amp; EOY Data Days to analyze mCLASS, USNS, Check In, classroom observations, and common assessments to create strong core, intervention, and enrichment plans so all students have opportunities' to grow based on their needs.</p>	Limited Development 10/14/2019		
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	Priority Score: 3	Opportunity Score: 2	Index Score: 6		
<b>How it will look when fully met:</b>	<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>All staff following FFES Instruction Plans for core, intervention, and enrichment support.</li> <li>All staff following UFLI or Flyleaf when providing literacy interventions based on student needs.</li> <li>All staff following Bridges Intervention program when providing math interventions based on student needs.</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 EOGs.</li> <li>Branching Minds information</li> <li>MTSS data tracking documents</li> <li>Referral data</li> </ul>			<b>Jennifer Kresicki - Elected June 2024</b>	<b>06/01/2025</b>
<b>Actions</b>			<b>18 of 23 (78%)</b>		
11/4/23	Implementation of Flyer Round 1 will focus on math interventions.		Complete 09/18/2023	Sara Fletcher	09/18/2023
	<i>Notes:</i> Flyer Time interventions is 30 minutes small groups Monday-Thursday.				
11/2/23	Team approval of MTSS Referral form.		Complete 09/19/2023	Mary Vaughan Dunn	09/19/2023
	<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>				
11/2/23	Review and approval of MTSS referral process checklist for staff.		Complete 09/19/2023	Mary Vaughan Dunn	09/19/2023
	<i>Notes:</i>				
11/2/23	Review of attendance protocol documents. Share with all staff members.		Complete 10/18/2023	Sara Fletcher	10/17/2023
	<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>				
11/4/23	Implementation of Flyer Round 2 will focus on reading interventions.		Complete 10/23/2023	Sara Fletcher	10/23/2023

	<i>Notes:</i> Flyer Time interventions are 30 minute small groups, Monday through Thursday.			
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>			
1/24/24	FFES Action Plan review-share and receive feedback with the MTSS Focus Group on the FFES Action Plan for 2023-2024 school year. Have team approve Action Plan.	Complete 11/30/2023	Mary Vaughan Dunn	11/30/2023
	<i>Notes:</i>			
11/2/23	District-wide 24 Math competition for 4th and 5th grade students.	Complete 12/13/2023	Stacy Hanf	12/13/2023
	<i>Notes:</i>			
5/23/24	Implementation of data days and decisions for Flyer Time Round 3 groups/focus.	Complete 01/22/2024	MTSS Team	01/22/2024
	<i>Notes:</i>			
1/24/24	MTSS MOY Staff Needs Assessment-provide staff with various needs assessments (based on position, surveys may vary). Review data and provide staff with answers to questions and information that pertains to them.	Complete 02/07/2024	Mary Vaughan Dunn	02/10/2024
	<i>Notes:</i>			
5/23/24	Complete FAM-S	Complete 04/17/2024	Jennifer Kresicki	04/17/2024
	<i>Notes:</i>			
10/19/24	Master schedule was changed to provide intervention time and ELA personalized so that students are not being pulled during core instruction.	Complete 08/19/2024	Sara Fletcher - Elected August 2024	08/19/2024
	<i>Notes:</i>			
10/13/24	In collaboration with all staff, we have created a schedule to maximize the growth of our students. We have added specific times for ELA core and Math core. We have also added an ELA Personalized time when EC teachers, EL, and Tier 3 students are pulled for small group instruction.	Complete 08/19/2024	Crissie Weeks	08/19/2024
	<i>Notes:</i>			
10/13/24	FFES Instruction Plans are created for Reading, Math and Behavior that describes the process to support the growth of all students and how to sign a student up for MTSS.	Complete 08/19/2024	Jennifer Kresicki	08/19/2024
	<i>Notes:</i>			

10/13/24	All grade levels receive 2 Instructional assistants during ELA Personalized time to support the small group work with students in the classroom. Changes to the IA schedule will be made when looking at student data and determining student needs for growth.	Complete 09/02/2024	Sara Fletcher	09/02/2024
<i>Notes:</i>				
10/31/24	Round 1 of Flyer Time focusing on word knowledge and phonics for all students in K-5th grade.	Complete 10/07/2024	Jennifer Kresicki - Elected June 2024	10/07/2024
<i>Notes:</i> Every Monday-Thursday				
10/31/24	2nd Grade Flyer Time using the Walk to Read model and 60 minutes of intervention time.	Complete 10/07/2024	2nd Grade Team	10/07/2024
<i>Notes:</i> Monday-Thursday				
10/31/24	1st Grade Flyer Time using the Walk to Read model and 60 minutes of intervention time.	Complete 10/07/2024	1st Grade Team	10/07/2024
<i>Notes:</i> Monday-Thursday				
10/31/24	Retired teachers tutoring once a week to support growth of students. One day a week in 2nd grade and one day a week in 5th grade.		Jodie Mitchum	11/04/2024
<i>Notes:</i>				
10/14/24	Parent involvement in MTSS. Parent letter and process created for more parent involvement with MTSS.		Jennifer Kresicki - Elected August 2024	12/02/2024
<i>Notes:</i>				
10/13/24	MTSS Focus Group collaborates once a month to discuss the improvement and growth of our MTSS process.		Jennifer Kresicki	06/01/2025
<i>Notes:</i>				
10/13/24	In collaboration with teachers, we will use our BOY & MOY data to create a stronger Tier 2 Intervention process providing 30-60 minutes of interventions or enrichments based on student data and student needs for growth.		Jennifer Kresicki	06/02/2025
<i>Notes:</i>				
10/26/24	Mini Data Days for 3rd-5th grade to analyze Check In Data and create next step plans to support the growth of each student.		Sara Fletcher - Elected June 2024	06/02/2025
<i>Notes:</i>				
<b>Implementation:</b>		05/23/2024		
<b>Evidence</b>	5/23/2024			
<b>Experience</b>	5/23/2024			

<i>Sustainability</i>	5/23/2024			
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<b>Core Function:</b>	<b>Domain 3: Instructional Transformation</b>			
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<b>Effective Practice:</b>	<b>Practice 3B: Provide rigorous evidence-based instruction</b>			
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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>		<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. Students can use their Flyer Bucks to buy items at the KSCRП school store. 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		

	Priority Score: 2	Opportunity Score: 3	Index Score: 6		
<b>How it will look when fully met:</b>	<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 daily to reteach expectations.</li> <li>Pictures of students posted on KSCRП posters to show models of students following the KSCRП way.</li> <li>Decline in number of office referrals submitted in Infinite Campus.</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> <li>All staff are confident and comfortable teaching students how to follow the KSCRП way.</li> <li>All staff are confident and comfortable using the Zones of Regulation to support students regulation and reflection.</li> </ul>			<b>Blair James - Elected June 2024</b>	<b>06/01/2025</b>
<b>Actions</b>			<b>12 of 16 (75%)</b>		
	1/30/22	Teacher lesson plans indicating KSCRП integrated into instruction and/or class meetings	Complete 06/07/2024	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.				
	5/23/24	Proof-reading KSCRП Posters before putting them out.	Complete 02/21/2024	PBIS Focus Group	02/21/2024
	<i>Notes:</i>				

5/23/24	EOG bucks and cart for student motivation grades 3-5.	Complete 06/07/2024	Administration (Weeks and Fletcher)	06/07/2024
<i>Notes:</i>				
5/23/24	5th grade leadership team to help with KSCRП assemblies.	Complete 06/07/2024	Sara Fletcher and Crissie Weeks	06/07/2024
<i>Notes:</i>				
11/1/23	Send email to principal regarding improvement of the PBIS system in cafeteria.	Complete 06/07/2024	Jeanne Kitchin	06/07/2024
<i>Notes:</i>				
11/1/23	PBIS matrixes of expectations specific school locations made and posted throughout the school.	Complete 05/21/2024	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 KSCRП store.	Complete 05/23/2024	Blair James	06/07/2024
<i>Notes:</i>				
10/26/24	PBIS Focus Group set up the KSCRП store for students to shop with their Flyer Bucks.	Complete 09/17/2024	Blair James - Elected June 2024	09/17/2024
<i>Notes:</i>				
10/26/24	5th Grade Leadership - Students applied and were selected by multiple staff members.	Complete 10/01/2024	Sara Fletcher - Elected June 2024	10/01/2024
<i>Notes:</i>				
10/26/24	FFES will celebrate National Kindness Day.		Blair James - Elected June 2024	11/13/2024
<i>Notes:</i>				
10/26/24	PBIS Focus Group will take pictures of students following the KSCRП way and place them around the school on KSCRП matrix posters.		Sam Smith - Elected June 2024	12/01/2024
<i>Notes:</i>				
10/13/24	The PBIS Focus Group meets once a month to discuss the school improvement and growth of our PBIS program to support student growth.		Blair James	06/01/2025
<i>Notes:</i>				

10/26/24	5th Grade leadership team meets once a month to discuss KSCR growth at FFES using the student lens.			Crissie Weeks - Elected June 2024	06/02/2025
<i>Notes:</i>					
<b>Implementation:</b>			05/23/2024		
<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.		
<b>KEY</b>	<b>A2.04</b>	<b>Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(5094)</b>	<b>Implementation Status</b>	<b>Assigned To</b>	<b>Target Date</b>
<b>Initial Assessment:</b>			Limited Development 11/04/2023		
			Priority Score: 3	Opportunity Score: 2	Index Score: 6
<b>How it will look when fully met:</b>				<b>Penny Pugh - Elected June 2024</b>	<b>06/01/2025</b>
<ul style="list-style-type: none"> <li>• Staff feel comfortable and confident with the new ELA curriculums Open Court, Heggerty, and 95%.</li> <li>• Staff feel comfortable and confident with intervention curriculums of UFLI, Flyleaf, and Bridges Interventions.</li> <li>• A new math curriculum is adopted for the 2024 school year and staff have adequate training to successfully implement this curriculum.</li> <li>• Leveled readers are reorganized into Knowledge Bins and are used in classrooms to connect literacy to NCSCOS.</li> <li>• School events have been planned that support the SOR and creates school opportunities for families to be included</li> <li>• Grade levels have the time to collaborate across grade levels to align our NCSCOS and have a common language.</li> </ul>					
<b>Actions</b>			<b>10 of 12 (83%)</b>		
11/4/23	Krystal Goris & Sara Fletcher joined the Math Curriculum Committee to support the decision of a new math curriculum for elementary.		Complete 10/09/2023	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.	Complete 11/28/2023	Michele Albright	11/28/2023
<i>Notes:</i>				
5/23/24	Meeting with DCS staff to learn and create knowledge bins.	Complete 01/29/2024	Curriculum Committee	01/29/2024
<i>Notes:</i>				
11/4/23	Math Night at Publix	Complete 01/24/2024	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.	Complete 03/07/2024	Christy Powers	03/07/2024
<i>Notes:</i>				
5/23/24	The administration planned a day for the curriculum committee to have subs and teachers worked on organizing and creating knowledge bins.	Complete 03/18/2024	Curriculum Committee	03/18/2024
<i>Notes:</i>				
11/4/23	FFES STEAM Night	Complete 04/25/2024	Amy Forbes	04/30/2024
<i>Notes:</i>				
11/4/23	One Book, One School	Complete 03/01/2024	Kristin Richards	04/30/2024
<i>Notes:</i>				
11/4/23	NC Reads	Complete 05/17/2024	Amy Forbes	04/30/2024
<i>Notes:</i>				
5/23/24	The curriculum focus group will plan and organize books to create knowledge bins for grades Pre-k through 5th grade.	Complete 06/07/2024	Curriculum Committee	06/07/2024
<i>Notes:</i>				
10/14/24	Connect science vocabulary to our WOW words		Corrine West	06/01/2025
<i>Notes:</i>				
10/17/24	Weekly vocabulary word will be on the morning news for school wide vocabulary development. This word will also be displayed in the cafeteria with visuals, sentences, phonemes, and meanings for students to discuss while waiting in the lunch line.		Jeanne Mouser	06/01/2025
<i>Notes:</i>				
<b>Implementation:</b>		05/23/2024		
<b>Evidence</b>	5/23/2024			

<i>Experience</i>	5/23/2024			
<i>Sustainability</i>	5/23/2024			

<b>Core Function:</b>	<b>Domain 3: Instructional Transformation</b>			
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<b>Effective Practice:</b>	<b>Practice 3C: Remove barriers and provide opportunities</b>			
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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
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<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.		Limited Development 04/16/2023		
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	Priority Score: 3	Opportunity Score: 3	Index Score: 9		
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<i>How it will look when fully met:</i>	<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> <li>We will have a common language between grade levels in reading, math, and behavior.</li> <li>We will have vertical alignment PLC's with K-2 and 3-5 grade levels.</li> </ul>		<b>Crissie Weeks - Elected June 2024</b>	<b>06/01/2025</b>
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<b>Actions</b>		<b>1 of 3 (33%)</b>		
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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
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<i>Notes:</i>				
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10/13/24	SIT meets once a month and has chosen this key indicator as one of the three to focus on for school improvement and student growth.		Penny Pugh	06/01/2025
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<i>Notes:</i>				
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10/22/24	Action Item leader chosen by SIT		Lee Hux - Elected August 2024	06/02/2025
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Notes:

<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.			

Core Function:		Domain 4: Culture Shift			
Effective Practice:		Practice 4A: Build a strong community intensely focused on student learning			
KEY	A4.06	ALL teachers are attentive to students' emotional states, guide students in managing their emotions, and arrange for supports and interventions when necessary.(5124)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Teachers use a variety of ways to support their students social and emotional needs and growth. All staff participated in a Zones of Regulation Book Study and training with Calm Hearts, Kind Minds. The Zones of Regulation used in most classrooms to varying degrees of success. All staff have the opportunity to use the Reflection Room to support students when they need help with emotional regulation or reflections to learn. Teachers bring data with academic and/or behavioral student concerns to the MTSS team where supplemental and intensive interventions are 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.		Blair James - Elected June 2024	06/01/2025
<b>Actions</b>			<b>7 of 11 (64%)</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

	<i>Notes:</i> 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
	<i>Notes:</i> 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
	<i>Notes:</i> 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
	<i>Notes:</i> 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.	Complete 06/07/2024	Sara Fletcher	01/06/2024
	<i>Notes:</i>			
10/13/24	PBIS Focus Group meets once a month to determine school improvement within our PBIS program to support student growth.		Blair James	06/01/2025
	<i>Notes:</i>			
10/22/24	Action Item leader chosen by SIT		Blair James - Elected August 2024	06/02/2025
	<i>Notes:</i>			
10/31/24	Student of the Month - Celebrating students following the KSCRW Way everyday!		Blair James - Elected June 2024	06/02/2025
	<i>Notes:</i>			
10/31/24	KSCRSP Assemblies - Hosted by grade levels and used to celebrate students following the KSCRW Way everyday!		Blair James - Elected June 2024	06/02/2025
	<i>Notes:</i>			

Core Function:		Domain 4: Culture Shift			
Effective Practice:		Practice 4C: Engage students and families in pursuing education goals			
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
<b>Initial Assessment:</b>		We are currently using Infinite Campus to communicate school wide events and daily school information. For the 2024-2025 school year our goal is to take attendance at all parent events including Title 1 Family Engagement Nights (Literacy Night, Math Night, & STEAM Night), Student of the Month, KSCRП assemblies, PTO volunteer events, concerts, musicals, presentation nights and classroom volunteers. Our Literacy and STEAM Focus Groups meets once a month to plan Title 1 Family Engagement Nights.	Limited Development 10/14/2019		
		Priority Score: 3                      Opportunity Score: 3	Index Score: 9		
<b>How it will look when fully met:</b>		<ul style="list-style-type: none"> <li>• Documented in-person events and number of people attended.</li> <li>• Send out messages on Infinite Campus, Facebook, peach jar, and the marquee to inform our families of school events and information.</li> <li>• All our families have the communication they need to support their child.</li> <li>• Surveys and collaboration with families to use their lens in our school improvement action items.</li> </ul>		<b>Sara Fletcher - Elected June 2024</b>	<b>06/01/2025</b>
<b>Actions</b>			<b>14 of 26 (54%)</b>		
11/4/23	Family/Student survey sent to families for feedback on school improvement.		Complete 12/14/2023	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>					
1/24/24	24 Math Competition. Dare County Schools 4th and 5th grade students will compete in a Math 24 Competition. Middle school students will come to judge the event.		Complete 12/13/2023	Corinne West	01/01/2024
Notes:					

1/24/24	Math Night-school staff and school community will attend a math night at a local grocery store to make real-world connections to curriculum.	Complete 01/24/2024	Tara Deane	01/24/2024
<i>Notes:</i>				
1/24/24	One Book, One School-book read by entire school.	Complete 03/28/2024	Christy Powers	03/01/2024
<i>Notes:</i>				
5/23/24	Literacy night.	Complete 03/07/2024	Kristin Richards	03/07/2024
<i>Notes:</i>				
1/24/24	Read Across America week/night.	Complete 03/08/2024	Kristin Richards	03/08/2024
<i>Notes:</i>				
1/24/24	STEAM Night-community event to showcase STEAM activities completed by K-5 students at FFES.	Complete 04/25/2024	Amy Forbes	04/25/2024
<i>Notes:</i>				
5/23/24	NC reads, give books to students to take home for Summer.	Complete 05/17/2024	Christy Powers	05/17/2024
<i>Notes:</i>				
10/26/24	Representation on the FFES PTO with staff members being on the PTO board as the co-led Vice President.	Complete 08/19/2024	Christy Powers & Penny Pugh	08/19/2024
<i>Notes:</i>				
10/13/24	Literacy Night to support parents as they learn more about the Science of Reading and how they can help their child at home with literacy growth.	Complete 10/10/2024	Kristin Richards	10/10/2024
<i>Notes:</i>				
10/26/24	New Chess Club will be started this year. Interest email sent out to all FFES families.	Complete 10/14/2024	Corinne West	10/14/2024
<i>Notes:</i>				
10/26/24	Permission slips sent home with Tier 2 students to attend our Monday Tutoring program that focuses on math. This program is run by Colington Methodist Church and the tutors are FFHS high school students from the National Honor Society.	Complete 10/14/2024	Anne Trapini - Colington Methodist Church	10/14/2024
<i>Notes:</i>				
10/17/24	Jonathan Miller, Author of Sammy on Safari, is coming to speak with students in K-5th grade. Parents were informed and an order form was sent home for students who wanted to order a copy of this book.	Complete 10/17/2024	Jeanne Kitchin	10/17/2024
<i>Notes:</i>				
10/26/24	Staff will collaborate with PTO on Trick or Treat Night to support fundraising for FFES PTO.	Complete 10/26/2024	Christy Powers	10/26/2024

<i>Notes:</i>				
10/26/24	Email sent out to families with information for 4th and 5th grade students to sign up to join the Math Game 24 Challenge team and practice after school on Wednesdays.		Corinne West	10/28/2024
<i>Notes:</i>				
10/26/24	Monday Tutoring with Colington Church and FFHS National Honor Society students focusing on math.		Anne Trapini - Colington Methodist Church	11/04/2024
<i>Notes:</i>				
10/26/24	Chess Club with students in grades K-5 meets weekly after school.		Corinne West	11/07/2024
<i>Notes:</i>				
10/13/24	Family Survey sent out in July 2024. SIT team will analyze data and determine next steps for school improvement and student growth.		Brooke Bowser Naser	11/26/2024
<i>Notes:</i>				
10/26/24	One Book, One School organized by Literacy Focus Group.		Christy Powers	12/02/2024
<i>Notes:</i>				
10/26/24	Community reading incentive (similar to Pizza Hut Book It), will be created in partnership with Harbor Grill and Pizza to encourage students to read in order to earn a free pizza.		Matthew Boughton & Sara Fletcher	12/02/2024
<i>Notes:</i>				
10/26/24	Math Game 24 Challenge Team meets every school on Wednesdays.		Corinne West	01/08/2025
<i>Notes:</i>				
10/13/24	All parents and students will be invited to Math Night at Publix where students, staff, and parents will practice math using hands on math at the grocery store.		Tara Deane	06/01/2025
<i>Notes:</i>				
10/13/24	Students will participate in project based learning and prepare projects to present at families at STEAM night.		Penny Pugh & Amy Forbes	06/01/2025
<i>Notes:</i>				
10/13/24	Monthly/Weekly emails and texts are sent to families to provide regular communication of happenings and needs at FFES.		Sara Fletcher & Crissie Weeks	06/01/2025
<i>Notes:</i>				
10/13/24	STEAM & Literacy Focus Groups meet once a month to plan Title 1 Family Engagement Nights.		Corinne West & Christy Powers	06/01/2025
<i>Notes:</i>				



10/26/24	Staff and administration attend monthly PTO meetings.		Sara Fletcher - Elected June 2024	06/02/2025
<i>Notes:</i>				
<b>Implementation:</b>		05/23/2024		
<b>Evidence</b>	1/30/2022 Sign-in sheets for in-person events; "digital school" for online event; parent surveys			
<b>Experience</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>Sustainability</b>	1/30/2022 We will continue to offer family literacy events, and update them to target students' learning needs.			