

Comprehensive Progress Report

Mission:

The entire staff at Wahl-Coates Elementary School shall provide a physically and intellectually safe learning environment with high expectations for ALL students. Students will be expected to achieve mastery of essential skills of a quality education in order to become successful, productive, and well-informed global citizens.

Goals:



! = Past Due Actions 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>		We are using a system that encourages and rewards positive behavior. The students are divided into flagships and earn points based on the good decisions that are made.	Limited Development 05/03/2017		
<i>How it will look when fully met:</i>		We will be fully trained as a PBIS school. All classroom and school-wide expectations are taught at the beginning of each school year and reviewed with parents. Some staff members completed Module One training for PBIS this year and have been working to instruct the remainder of the staff on how to implement. We have behavior matrix that are located in each building and also in the classrooms. We will have data that shows that using this PBIS our discipline and out of school suspensions is reduced by 20 %.		Ingrid vanLeeuwen	06/08/2018
Action(s)		Created Date		1 of 4 (25%)	
1	9/26/17	Attend PBIS training	Complete 07/19/2017	Lori Sneed	07/19/2017
<i>Notes:</i> Members of the School Leadership team will attend this two day training.					

2	9/26/17	Each teacher and para-educator will receive mindset training on deescalation techniques at the beginning of the school year. These will be reviewed monthly in behavior data meetings.		Marty Baker	10/16/2017
<i>Notes:</i> Tracy Hopkins will lead this training on Monday, October 16					
3	9/26/17	Each Month the grade level PLC's will meet to analyze behavior data across their grade level and problem solve around the data.		Tabitha Stormer	06/15/2018
<i>Notes:</i>					
4	9/26/17	The PBIS Team will ensure that the schoolwide expectations that have been placed on the PBIS matrix are posted in the classrooms and all common areas.		Kelly Grant	10/31/2017
<i>Notes:</i>					

Core Function:	Dimension A - Instructional Excellence and Alignment
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Effective Practice:	Curriculum and instructional alignment
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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>		Grade levels are currently	Limited Development 03/01/2016		
How it will look when fully met:		The staff will have units of instruction that are aligned with the standards. We will use Canvas and the Pitt County schools pacing guides to create Essential Questions and lessons using the Learning Focused template.		Tabitha Stormer	12/15/2017
Action(s)	Created Date		2 of 4 (50%)		
1	12/16/16	We will continue to work with Alan Becker to guide us in creating lessons and work centers for ELA.		Lori Sneed	12/15/2017
<i>Notes:</i> Alan will visit our 4th and 5th grade classes on December 9 and 16 to begin creating a plan for us to implement work centers based on the standards. We have been given a facilitating teacher in 3-5 for the 2017-18 school year in Reading and Math. We will assign cooperating teachers to work with them in both subjects.					
3	3/6/17	The 2nd grade team along with the IC and reading teacher will attend staff development with Alan Becker on Balanced Literacy.	Complete 04/07/2017	Lori Sneed	04/07/2017

Notes: Sign up in MLP. Make sure you have a sub					
4	4/3/17	The first and fourth grade teams will attend training in Learning Focused lesson planning on March 30. They will work on a lesson plan and return in April to have some fine tuning.		Jill Lineberry	12/15/2017
Notes:					
5	4/12/17	Second grade teachers and reading specialist will complete 4-5 writing tasks that follow the standards as instructed by Alan Becker at Balanced Literacy training	Complete 06/09/2017	Lori Sneed	06/09/2017
Notes: Put your writing assignments and sample writings in the document that Alan Becker emailed you.					

Core Function:	Dimension A - Instructional Excellence and Alignment
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Effective Practice:	Student support services
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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
Initial Assessment:		WIN groups PST team Guided Reading Istation Weekly PLC Guided Math	Limited Development 03/16/2016		
How it will look when fully met:		Our district has implemented a MTSS level of support. We will continue working with our county to establish effective research based practices to help grow the students in all three tiers.		Amanda Roberson	12/15/2017
Action(s)	Created Date		4 of 5 (80%)		
1	12/12/16	We use a Problem Solving Team to meet at least once a month with teachers to discuss interventions that may be effective to improve student learning.	Complete 09/30/2016	Amanda Roberson	08/31/2016
Notes: The scheduled meetings are the last Monday afternoon of each month.					
2	12/16/16	Doris Rankins will present to the staff an introduction to the new MTSS (Multi Tiered System of Support) that will begin to be implemented in our school.	Complete 12/12/2016	Amanda Roberson	12/12/2016
Notes:					

3	12/16/16	Teachers will share researched based practices that are working with their students.		Amanda Roberson	12/15/2017	
<i>Notes:</i>						
4	6/8/17	Teachers will have training in tracking and documenting intervention data for students in the tier process.	Complete 10/06/2017	Amanda Roberson	10/06/2017	
<i>Notes:</i>						
5	6/8/17	A google doc will be created and shared with teachers with interventions to use with students that are struggling in an academic area.	Complete 03/03/2017	Amanda Roberson	03/03/2017	
<i>Notes:</i>						
	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>		We offer PRIDE to our students. We also have a CRISIS team.Procedures are in place for DSS referral and Social Worker referrals. Counselor and Encore teachers provide character lessons. We have a LEGACY leadership program for our most at-risk male students in 4th and 5th grade. We have a Girls on the Run program that promotes positive self image and self affirmation for our female students in 3,4,5.	Limited Development 03/16/2016			
<i>How it will look when fully met:</i>		We will begin to train staff so that everyone will be familiar with the process for handling students with emotional needs. Our counselor will conference with students who are struggling to navigate through their own emotions.		Amanda Roberson	12/22/2017	
<i>Action(s)</i>	<i>Created Date</i>		3 of 4 (75%)			
1	12/20/16	We will create a Captain's Club which will target students who need help managing their emotions.	Complete 03/31/2017	Tabitha Stormer	03/31/2017	
<i>Notes:</i> Teachers will refer students to both of these clubs. Also, the AP will look at discipline and the causes.						
2	12/20/16	We will start a Kindness club to recognize kind acts around campus and to promote more compassion among students.	Complete 03/31/2017	Amanda Roberson	03/31/2017	
<i>Notes:</i> The Captain's Club meets every other Monday. The dates for the remainder of the year are April 3, May 1, May 15 and June 5.						
3	12/20/16	We will participate in Rachel's Challenge.	Complete 10/31/2016	Tabitha Stormer	10/31/2016	
<i>Notes:</i> We will also continue making kindness chains that will be displayed throughout the year as more kind acts are committed.						
4	6/8/17	We will create a student survey and have the students complete at the beginning of the year to determine ways to help them with emotions.		Amanda Roberson	10/29/2017	

Notes:

Core Function:		Dimension B - Leadership Capacity			
Effective Practice:		Strategic planning, mission, and vision			
KEY	B1.01	The LEA has an LEA Support & Improvement Team.(5135)	Implementation Status	Assigned To	Target Date
Initial Assessment:		The county has an EPS team that visits schools throughout the county. They are also in place to provide support.	Limited Development 04/06/2016		
		Priority Score: 2 Opportunity Score: 3	Index Score: 6		
How it will look when fully met:		The Educational Program Services team meets twice a month to discuss curriculum, instruction and/or analyze data to determine the school's needs. The Curriculum Support Team will conduct professional development to fit the needs of individual schools. The administrators will continue to have staff development on effective strategies throughout the year. The Federal Programs Director will meet with each SLT once a month to discuss data and progress toward School Improvement Goals.	Objective Met 06/21/17	Sandra Morris	10/27/2017
Action(s)	Created Date				
1	12/19/16	The Instructional Coach will attend monthly meetings to discuss curriculum, instruction and/or analyze data in order to determine the school's needs.	Complete 06/09/2017	Lori Sneed	06/02/2017
Notes:					
Implementation:			06/21/2017		
Evidence	6/21/2017	There are sign in sheets at each of these meetings that we attended. Our PLC's have minutes that show where this information was shared.			
Experience	6/21/2017	The EPS team meets twice a month to discuss curriculum instruction and/or analyze data to determine the school needs. The Principal, Assistant Principal, and the Instructional Coach attend monthly meetings with their peers to learn of effective strategies to help improve their schools.			
Sustainability	6/21/2017	We will continue to attend meetings that are scheduled by the EPS team and also, bring the information back to our school.			

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
<i>Initial Assessment:</i>		We have a team in place that meets monthly as well as weekly PLC's and admin meetings.	Limited Development 04/06/2016		
<i>How it will look when fully met:</i>		The School leadership team will meet the first and third Monday of each month to review implementation of effective practices in our classrooms.		Marty Baker	06/15/2018
Action(s)	Created Date		1 of 3 (33%)		
1	11/14/16	We will have a concern box where staff members can share instructional concerns for the leadership team to discuss. The form they will fill out will have questions in order for us to be able to discuss specific strategies to help.	Complete 06/07/2017	Lori Sneed	06/09/2017
<i>Notes:</i> What is your instructional concern? When is it occurring? (Time of day, subject) Where is it occurring? (Classroom, lunch, recess) What strategies have you already tried?					
2	11/14/16	Staff members will present an effective strategy at each staff meeting. These will be practices that have been observed in the classroom that are yielding a positive result.		Marty Baker	06/08/2018
<i>Notes:</i> At the staff meeting in March, Mrs Rogers and Ms Maxwell will share some instructional strategies that they have been using in their classrooms. These are things they have been working on in the teacher leader cohort this year. We will continue this in next year's staff meetings. We need to determine in advance the topics that will be shared.					
3	6/8/17	Staff development will be provided to teachers during the 2017-18 school year highlighting effective practices.		Claire Maxwell	06/08/2018
<i>Notes:</i>					

Core Function:		Dimension B - Leadership Capacity			
Effective Practice:		Distributed leadership and collaboration			
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
<i>Initial Assessment:</i>		Our teachers have common planning time with their grade level for 45 minutes everyday. They meet in PLC's weekly. Teachers collaborate to plan effective lessons and assessments.	Limited Development 03/16/2016		
<i>How it will look when fully met:</i>		Grade levels will meet twice weekly, Tuesday for planning and Thursday to look at data. During these meetings grade levels will analyze data in order to form WIN (what I need) groups for the grade level. There will be an agenda for each grade level and we will stay focused on that agenda.		Marty Baker	08/01/2018
Action(s)	Created Date		2 of 3 (67%)		
1	11/20/16	Schedules will be created so that each grade level the same planning time each week.	Complete 08/05/2016	Tabitha Stormer	08/05/2016
<i>Notes:</i>					
2	11/21/16	Teachers will plan together as a grade level on Tuesdays and create an agenda for the PLC meeting on Thursdays.	Complete 09/30/2016	Marty Baker	09/15/2016
<i>Notes:</i> Agendas can be uploaded into indistar Notes will be taken during PLC					
3	9/27/17	The School Improvement Team will reflect on the master schedule voted on at the end of the previous school year to determine appropriate instructional time, elective opportunities, and intervention protocols.		Claire Maxwell	07/06/2018
<i>Notes:</i>					

Core Function:		Dimension B - Leadership Capacity			
Effective Practice:		Monitoring instruction in school			
KEY	B3.03	The principal monitors curriculum and classroom instruction regularly and provides timely, clear, constructive feedback to teachers.(5149)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		The principal does classroom walk throughs. Our administrators do observations with pre and post conferences. Our principal is trained in Learning focused and looks for teachers to have lessons that have high student engagement.	Limited Development 05/16/2016		
<i>How it will look when fully met:</i>		The admin team will be in PLC's 80% of the time. They will conduct walk throughs. The breakdown will be K-2, 3-5 and EC and Encore. The principal and AP will rotate this schedule and will have 80% accuracy.		Marty Baker	06/08/2018
Action(s)	Created Date		2 of 3 (67%)		
1	11/21/16	The principal and assistant principal will send walk through notes to the teacher after the walk through	Complete 11/30/2016	Marty Baker	11/30/2016
<i>Notes:</i>					
2	12/19/16	The admin team will attend PLC meeting for each grade level 80 % of the time. This is about 3 meetings each month per grade level.	Complete 06/08/2017	Marty Baker	06/09/2017
<i>Notes:</i> Admin were not able to attend as many PLCs as they would have liked due to IEP meetings being scheduled at the same time.					
3	9/15/17	Principal will meet with each 100% of the certified staff to guide growth plans in the areas of Standard 2 (Class Environment), Standard 3 (Content), and Standard 4 (Planning).		Marty Baker	11/03/2017
<i>Notes:</i> Pre-Conf, 45 minute observation, Post Conf, for 100% of certified staff					

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>		We meet weekly in PLC's and discuss the data from common assessments. We have not linked this to our Professional Development.	Limited Development 05/16/2016		
<i>How it will look when fully met:</i>		At the end of each marking period, grade levels will determine the goals for the upcoming marking period based on the data that the specific grade level determines is most critical to student success in reading and math. Professional development will be chosen based on the goals that were not met.		Marty Baker	12/08/2017
Action(s)	Created Date		5 of 7 (71%)		
1	11/20/16	Istation reports will be run for the teachers to discuss at PLC's each month	Complete 12/01/2016	Lori Sneed	11/30/2016
<i>Notes:</i>					
2	11/20/16	Mclass Progress monitoring and benchmark data will be printed monthly for discussion in PLC's	Complete 12/01/2016	Lori Sneed	11/30/2016
<i>Notes:</i>					
3	11/20/16	STAR reports will be run for 2-5 grade teachers each marking period and shared for a discussion of student progress.	Complete 12/01/2016	Sharon Phillips	11/30/2016
<i>Notes:</i>					
4	2/28/17	DCA's will be given after each marking period. Once the students have taken these assessments, the team will look at the data and then will plan WIN groups accordingly.	Complete 06/09/2017	Lori Sneed	06/09/2017
<i>Notes:</i>					
5	6/21/17	We will look at the tests scores of our student in 3-5 and the data sheets that have been made to determine what staff development will help us the most next year.	Complete 09/08/2017	Marty Baker	09/08/2017
<i>Notes:</i>					
6	9/21/17	We are creating data notebooks for each teacher so that they can collect data on each student and use the information to make decisions on their instruction. We will discuss this each week in PLC's.		Tabitha Stormer	06/08/2018
<i>Notes:</i>					

7	9/21/17	Our teachers will be trained in Balanced Literacy in order to improve our reading scores.		Lori Sneed	06/08/2018
Notes: Lori will make sure that as this PD becomes available teachers are encouraged to sign up. We will also need to follow up throughout the year that the teachers are following this procedure.					

Core Function:	Dimension C - Professional Capacity
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Effective Practice:	Talent recruitment and retention
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KEY	C3.04	The LEA/School has established a system of procedures and protocols for recruiting, evaluating, rewarding, and replacing staff.(5168)	Implementation Status	Assigned To	Target Date
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<i>Initial Assessment:</i>	Each month at faculty meetings staff members are recognized by the administration or peers for something they have done. Also, each grade level PLC begins with celebrations.		Limited Development 05/16/2016		
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<i>How it will look when fully met:</i>	We will have a positive culture in the school that promotes professional learning and collegiality. Teachers are given a voice in school and LEA decisions by appointments on committees and assigning roles and responsibilities that build leadership and confidence Mentor teachers are assigned to all new teaches to provide support throughout the school year			Marty Baker	06/08/2018
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Action(s)	Created Date		2 of 3 (67%)		
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1	12/20/16	Consistently update Facebook and website showcasing staff, events, and student activities.	Complete 06/09/2017	Dawn Cribari	06/09/2017
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2	12/20/16	Provide Instructional Support for Beginning teachers (Mentors, Classroom walk through's, sub for staff development and peer observation)		Cindy Dill	06/08/2018
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Notes: We feel that we need to provide more support to our BT's. We had 17 Bt's in our building last year and with a new AP and many new grade level teachers as well as new exceptional children's classes to our school we need to continue work on this. we intend to have more committees next year where staff members will have more time to work together.

3	12/20/16	Make a shout out board in office for staff members to post about one another.	Complete 08/31/2016	Dawn Cribari	08/29/2016
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Notes:

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>		Wednesday Purple folders, Alert now messages to parents, Welcome Back wagon, Curriculum night	Limited Development 04/06/2016		
		Priority Score: 3 Opportunity Score: 3	Index Score: 9		
<i>How it will look when fully met:</i>		60 % of our invited parents will attend the events that our school plans has that promote academics at our school. Back to school night (September 8), Sign in sheets Invitations	Objective Met 09/12/17	Tabitha Stormer	08/04/2017
<i>Action(s)</i>	<i>Created Date</i>				
1	9/9/16	We will host a back to school night on Sept. 8, 2016. We will invite families to come have a spaghetti dinner and then visit classrooms to hear about the expectations of the school year.	Complete 09/08/2016	Lynda Lee	09/08/2016
		<i>Notes:</i> We will send out invitations in the weekly folders, make an automated phone call and put reminder stickers on the students the day of the event. We will have sign in sheets in the cafeteria as well as in the classrooms.			
2	9/9/16	11/15/2016 We will host a literacy night for families from 6-8.	Complete 11/15/2016	Sharon Phillips	11/15/2016
		<i>Notes:</i> Invitations will need to go home to parents Automated phone reminder for parents Sign in sheets will need to be made Volunteers will need to be assigned tasks for the evening			
3	9/19/16	We will send out Home School Connection letters to provide busy parents with practical ideas that promote school success, parent involvement, and more effective parenting.	Complete 06/08/2017	Lynda Lee	06/08/2017
		<i>Notes:</i> Letters will be put in teacher boxes the first of the month and should go home with students in their weekly folders.			

4	9/26/16	Creation of Parent-Teacher Booster club. This club will work to establish a strong partnership between teachers and parents in a collective effort to raise awareness of the changes that are taking place at Wahl-Coates (i.e., Arts Integration, additional field trips, ECU Partnerships, new course offerings now and in the coming year(s)). In addition, we will work to have parents work to assist in assisting teachers in raising additional funds as necessary to further support the total school program. Also, we hope to get parents more involved in parent conference nights.	Complete 05/31/2017	Tabitha Stormer	05/31/2017
<p><i>Notes:</i> Tabitha Stormer is our Community Outreach Coordinator. Nov 22 6:00 PM Dec 15 6:00 PM (Strings, choral performance) Jan 31 6:30-7:00 (PE SHOW NIGHT) May 9 (EOG Expectations, EOG Pep Rally, and Booster Club Election/Discussion for next school year)</p>					
5	11/20/16	We will host a luncheon for third grade parents to inform them of the Read to Achieve law and how their student will show proficiency in third grade reading	Complete 11/18/2016	Ingrid vanLeeuwen	11/18/2016
<p><i>Notes:</i> Order lunches send out invitations Power point</p>					
6	1/3/17	We will host a Math night at school from 6-7. Dinner will be provided.	Complete 01/12/2017	Ingrid vanLeuwen	01/12/2017
<p><i>Notes:</i> Send out invitations Order pizza Purchase door prizes</p>					
7	2/28/17	We will host a technology night at school for families to learn about apps that students can use to enhance their learning.	Complete 02/16/2017	Ingrid van Leeween	02/16/2017

<p><i>Notes:</i> Order Pizza from Pizza Inn Contact Lauren Boucher who will be presenting Send invitations Send reminder notes home/make phone call home</p>					
8	2/28/17	We will host a parent workshop in partnership with ECU. This will be conducted on Friday night, March 24 and continue on Saturday, March 25.	Complete 03/25/2017	Tabitha Stormer	03/27/2017
<p><i>Notes:</i></p>					
9	6/8/17	Students in grades K-3 will receive a "What Now" report 3 times a year from Mclass. This report will let the parents know how the child is performing in reading and also things they can do at home to continue the learning process.	Complete 06/09/2017	Lori Sneed	06/09/2017
<p><i>Notes:</i></p>					
10	6/21/17	We will send out a survey to our parents in June to get feedback from our Parent nights from this school year. We will use the results to plan our parent involvement nights for next year in order to make certain they are equipped to help our student at home.	Complete 08/04/2017	Claire Maxwell	08/04/2017
<p><i>Notes:</i></p>					
Implementation:			09/12/2017		
Evidence	9/12/2017 We have agendas and sign in sheets from each of the parent nights that we had last year. We also have a sample of home connect letters.				
Experience	9/12/2017 We have been very deliberate in the information that we share with parents making sure that they understand ways that they can help at home. We have sent more messages to them. We held one parent conference on November 10 last year. Because of hurricane Matthew our second conference day was cancelled. Teachers still held conferences after school and by phone when necessary.				
Sustainability	9/12/2017 We need to continue to educate our parents on ways to help their children at school. We will continue having parent nights where we showcase different academic areas in which they can help their children. Tech night, math night and reading nights are the ones that we have scheduled for this year based on the survey that parents filled out last year. We will continue to send home connect letters and also the what do we do now letters that are generated for individual students. We will plan to have two conferences this year as a school.				