

# Comprehensive Plan Report

A detailed report showing activity of the district or school team's work on the improvement plan including assessments, plans, tasks, monitoring, and implementation for selected time periods.

March 30, 2016

**HOXIE HIGH SCHOOL** NCES - 50799000518

HOXIE SCHOOL DISTRICT

**School Success Indicators**

Key Indicators are shown in **RED**.

## School Leadership and Decision Making

### Establishing a team structure with specific duties and time for instructional planning

<b>Indicator</b>	<b>ID01 - A team structure is officially incorporated into the school governance policy.(36) (All Schools,Focus,Priority)</b>
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<b>Status</b>	<b>Add a Task</b> Tasks completed: 3 of 3 (100%)
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<b>Assess</b>	Level of Development:	Initial: <b>Limited Development</b> 09/02/2015	
	Index:	3	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	1	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	We have a team in place. However we are in the process of establishing policy.	
<b>Plan</b>	Assigned to:	Kelly Gillham	
	How it will look when fully met:	The school will form a leadership team that consists of the chair from each department, the principal, and the curriculum director. The leadership team will meet twice each month after school to be allowed time to plan and monitor. Teams will focus on student improvement and curriculum alignment. The team will also make recommendations for professional development based on the needs of the teachers.	
	Target Date:	10/07/2015	

**Tasks:**

		1. The high school leadership team will be formed from a chair from each department, the principal, and the curriculum director.	
		Assigned to:	Jennifer Huff
		Added date:	03/15/2016
		Target Completion Date:	10/07/2015
		Frequency:	once a year
		Comments:	
		<b>Task Completed:</b>	9/23/2015 12:00:00 AM
		2. Teams will meet twice each month	

		Assigned to:	Kelly Gillham
		Added date:	03/15/2016
		Target Completion Date:	10/07/2015
		Frequency:	twice monthly
		Comments:	Teachers will be paid a stipend of \$25 per hour for staying after contracted hours
		<b>Task Completed:</b>	10/7/2015 12:00:00 AM
	3. Each person on the team will form a leadership team for his/her department		
		Assigned to:	Kelly Gillham
		Added date:	03/15/2016
		Target Completion Date:	10/14/2015
		Frequency:	once a year
		Comments:	
		<b>Task Completed:</b>	10/7/2015 12:00:00 AM
<b>Implement</b>	Percent Task Complete:		100%
<b>Indicator</b>	<b>ID04 - All teams prepare agendas for their meetings.(39)(All Schools,Focus,Priority)</b>		
<b>Status</b>	<b>No decision has been made</b> Tasks completed: 2 of 2 (100%)		
<b>Assess</b>	Level of Development:	Initial: <b>Limited Development</b> 09/02/2015	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	2	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	3	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	We currently develop agendas for all meetings. However, we need to do better at keeping documentation.	
<b>Plan</b>	Assigned to:	Jennifer Huff	
	How it will look when fully met:	Highschool leadership team leaders will prepare agendas prior to meeting to keep teams focused and on task. Team agendas, sign-in sheets, and minutes will in binders and turned in for review by the district leadership team.	
	Target Date:	09/23/2015	
	<b>Tasks:</b>		
	1. Provide each team leader with a binder to keep documentation.		
		Assigned to:	Jennifer Huff
		Added date:	03/15/2016
		Target Completion Date:	09/23/2015
		Frequency:	once a year
		Comments:	\$100
		<b>Task Completed:</b>	9/28/2015 12:00:00 AM
	2. Collaborate with the school leadership team to determine guidelines for keeping agendas and minutes.		

		Assigned to:	Jennifer Huff
		Added date:	03/15/2016
		Target Completion Date:	09/30/2015
		Comments:	
		<b>Task Completed:</b>	9/28/2015 12:00:00 AM
<b>Implement</b>	Percent Task Complete:		100%
<b>Indicator</b>	<b>ID07 - A Leadership Team consisting of the principal, teachers who lead the Instructional Teams, and other key professional staff meets regularly (twice a month or more for an hour each meeting).(42)(All Schools,Focus,Priority)</b>		
<b>Status</b>	Tasks completed: 1 of 2 (50%)		
<b>Assess</b>	Level of Development:	Initial: <b>Limited Development</b> 09/02/2015	
	Index:	3	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	1	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	We have a leadership team in place, but we are working on developing policy and establishing a calendar for meetings.	
<b>Plan</b>	Assigned to:	Kelly Gillham	
	How it will look when fully met:	Members of the leadership team will meet twice each month for one hour each meeting. During the meetings, members will make school improvement decisions for the school. The team will document data and complete agendas for each meeting. All indicators will be completed by March 30, 2016.	
	Target Date:	03/30/2016	
	<b>Tasks:</b>		
	0. Teams will create agendas to keep meetings on task and organized. Teams will also document minutes to use when making school improvement decisions.		
		Assigned to:	Jennifer Huff
		Added date:	03/15/2016
		Target Completion Date:	10/14/2015
		Comments:	Binders will be purchased for team leaders to keep documentation of agendas and minutes. \$100
		<b>Task Completed:</b>	1/18/2016 12:00:00 AM
	1. The team leader will show the indistar team video to help members understand what the leadership team should look like.		
		Assigned to:	Jennifer Huff
		Added date:	09/16/2015
		Target Completion Date:	09/16/2015
		Comments:	
<b>Implement</b>	Percent Task Complete:		50%
<b>School Leadership and Decision Making</b>			

Aligning classroom observations with evaluation criteria and professional development			
<b>Indicator</b>	<b>IF02 - The Leadership Team reviews the principal's summary reports of classroom observations and takes them into account in planning professional development.(66) (All Schools,Focus,Priority)</b>		
<b>Status</b>	Not a priority or interest		
<b>Assess</b>	Level of Development:	Initial: No development or Implementation 11/16/2015	
		Not a priority or interest	
	Explain why not a Priority or Interest:	The School Leadership Team feels the district already has a team in place to conduct observations and plan professional development.	
	Added date:		
<b>Indicator</b>	<b>IF06 - Teachers are required to make individual professional development plans based on classroom observations.(70)(All Schools,Focus,Priority)</b>		
<b>Status</b>	Full Implementation		
<b>Assess</b>	Level of Development:	Initial: Full Implementation 11/16/2015	
	Evidence:	The leadership team feels teachers utilize observations and rubrics in Bloomboard to develop their professional growth plan. Collaborative efforts are made between the teachers and the principal when developing PGPs and planning the next steps. Utilizing TESS through Bloomboard to plan and develop individual professional development plans is an ongoing effort that cycles year after year.	
	Added date:		
<b>Indicator</b>	<b>IF11 - The school provides all staff high quality, ongoing, job-embedded, and differentiated professional development.(3984)(All Schools,Focus,Priority)</b>		
<b>Status</b>	Tasks completed: 7 of 14 (50%)		
<b>Assess</b>	Level of Development:	Initial: No development or Implementation 10/27/2014	
		Will include in plan	
	Index:	2	(Priority Score x Opportunity Score)
	Priority Score:	2	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	1	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)

	Describe current level of development:	Teachers are required to attain 18 hours of professional development each year that are defined by the school. Currently, we are not using data or teacher polling to drive this professional development. Professional Development is being tied to our PGP's. We do not have any form of ongoing professional development. We have some forms of job-embedded professional development, such as PD for TLI and Classworks (learning to administer assessments and read reports), classroom management, remediation programs, etc. Currently, we have no common planning time per department and no scheduled release time for professional development. We do have differentiated professional development in that each teacher attends training as needed for their classes.
<b>Plan</b>	Assigned to:	Kelly Gillham
	How it will look when fully met:	Professional development will be individualized based on need, data from professional growth plans, and input by administrators. Individualization will include both teacher needs and student needs with the ultimate goal being to meet all student needs through differentiation. For the next calendar school year, there will be monthly released time during the school day for teacher professional development. This will allow opportunities for ongoing and job-embedded professional development.
	Target Date:	08/01/2015
	<b>Tasks:</b>	
	0. A consultant from E2E will be utilized to provided job-embedded professional development as needed in math, literacy, and science.	
	Assigned to:	Jennifer Huff
	Added date:	03/21/2016
	Target Completion Date:	09/28/2015
	Frequency:	twice monthly
	Comments:	Cost is \$1,200 per day
	1. Each grade level and/or subject specific level group will summarize the students' weakest areas and identify professional development to address those areas. The suggested pd will be written up and turned in to the principal or curriculum director for discussion.	
	Assigned to:	Department Chairs
	Added date:	03/30/2015
	Target Completion Date:	10/15/2015
	Frequency:	once a year
	Comments:	Teachers will be paid a stipend of \$25 per hour for working over contracted hours.
	2. The administrative team will meet weekly during the school year to analyze data and identify areas of need for job-embedded professional development.	
	Assigned to:	Kelly Gillham
	Added date:	10/27/2014
	Target Completion Date:	08/01/2015
	Frequency:	weekly

		Comments:	
		<b>Task Completed:</b>	9/24/2015 12:00:00 AM
		3. The teachers will evaluate all professional development presenters and issue certificates of completion for attending teachers. This information during the following year as data to determine future professional development opportunities.	
		Assigned to:	Kelly Gillham
		Added date:	10/27/2014
		Target Completion Date:	08/01/2015
		Frequency:	once a year
		Comments:	The admin team will create a way of evaluating presenters to determine their effectiveness. They will print certificates of completion for attending teachers. The team will also need to analyze the evaluation results shortly after the PD was given to determine if this PD is one that needs to be repeated the following year. Supplies will be purchased.
		<b>Task Completed:</b>	8/14/2015 12:00:00 AM
		4. Data will be collected and analyzed to drive PD decisions.	
		Assigned to:	Kelly Gillham
		Added date:	10/27/2014
		Target Completion Date:	06/01/2014
		Frequency:	once a year
		Comments:	Data needs to be collected and analyzed by April 1 of each year. This data will include student testing data, teacher survey results, and current year PGP components. This data will be used to drive the PD that will be offered to the faculty during the summer and the week before school begins.
		5. The admin team will determine what types of professional development will be offered during the monthly teacher release time.	
		Assigned to:	Kelly Gillham
		Added date:	10/27/2014
		Target Completion Date:	08/01/2015
		Frequency:	four times a year
		Comments:	Money will be allocated for snacks and other PD related expenses.
		<b>Task Completed:</b>	3/9/2016 12:00:00 AM
		6. The admin team will create the environment for the professional development that will be provided by the school.	
		Assigned to:	Kelly Gillham
		Added date:	10/27/2014
		Target Completion Date:	08/01/2015
		Frequency:	monthly

		Comments:	The admin team will be responsible for booking presenters, gathering/purchasing any needed supplies/materials, providing snacks, ensuring a place conducive to the training being offered, etc. Teachers will be paid \$25 per hour for any time met during non-contract time. Money will be allotted for presenters, materials, and snacks.
	7. Add monthly released time to our school calendar for the next calendar year.		
		Assigned to:	Kelly Gillham
		Added date:	10/27/2014
		Target Completion Date:	08/01/2015
		Frequency:	four times a year
		Comments:	This calendar will need to be approved.
		<b>Task Completed:</b>	<b>3/9/2016 12:00:00 AM</b>
	8. Each teacher will perform self-evaluation through Bloomboard.		
		Assigned to:	Kelly Gillham
		Added date:	03/30/2015
		Target Completion Date:	09/30/2015
		Frequency:	once a year
		Comments:	
	9. Using both the summative evaluation data and the self-evaluation from Bloomboard, teachers will formulate a Professional Growth Plan.		
		Assigned to:	Kelly Gillham
		Added date:	03/30/2015
		Target Completion Date:	10/31/2015
		Frequency:	once a year
		Comments:	
		<b>Task Completed:</b>	<b>2/10/2016 12:00:00 AM</b>
	10. Building level administrators will observe teachers and analyze data throughout the school year to help identify professional development needs. Those needs will be compared to individual professional growth plans and communicated with the teachers.		
		Assigned to:	Kelly Gillham
		Added date:	03/30/2015
		Target Completion Date:	09/16/2014
		Frequency:	monthly
		Comments:	
		<b>Task Completed:</b>	<b>1/13/2016 12:00:00 AM</b>
	11. Professional Growth Plans will be electronically saved on Bloomboard. Artifacts will be uploaded and included in those plans.		
		Assigned to:	Kelly Gillham
		Added date:	03/30/2015
		Target Completion Date:	12/01/2014
		Frequency:	once a year

		Comments:	
		12. Professional development documentation form will be completed, approved by an administrator, and kept in each teacher's professional development folder.	
		Assigned to:	Kelly Gillham
		Added date:	03/30/2015
		Target Completion Date:	10/07/2014
		Frequency:	once a year
		Comments:	
		<b>Task Completed:</b>	<b>8/28/2015 12:00:00 AM</b>
		13. The team will meet at the end of March to analyze data and plan the PD that will occur during the summer and the week before school starts the following year.	
		Assigned to:	Jennifer Huff
		Added date:	03/15/2016
		Target Completion Date:	03/30/2016
		Frequency:	once a year
		Comments:	
<b>Implement</b>	Percent Task Complete:		50%
<b>School Leadership and Decision Making</b>			
<b>Expanded time for student learning and teacher collaboration</b>			
<b>Indicator</b>	<b>IG01 - The school monitors progress of the extended learning time programs and other strategies related to school improvement.(3981)(All Schools,Focus,Priority)</b>		
<b>Status</b>	Tasks completed: 7 of 16 (44%)		
<b>Assess</b>	Level of Development:	Initial: <b>Limited Development</b> 10/27/2014	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	2	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Currently, we have several supplemental education programs in place. Math, Science, and English tutoring is provided before and after school. ACT math and science prep sessions are provided after school during the week before the ACT test. Bootcamp test-prep and bonus sessions are provided at the end of the school year during and after school. Our library computer lab is open before and after school for students who do not have internet access at home. We are currently offering a "Science Night" to encourage student involvement and promote parental involvement. The mathematics department will begin hosting a "Math Night" this school year. We currently provided all students enrolled in a Precalculus or College Algebra course a student account for MathXLforSchool which provides the students with online tutoring for individually assigned questions.	



<b>Plan</b>	Assigned to:	Kelly Gillham
	How it will look when fully met:	When this objective is fully met, tutoring will be in place for students in English and Math before and after school, ACT prep sessions will be provided to individually meet students' needs, an ACT prep course will be offered to students, math and science teachers will collaborate to host a STEM night for students, and teachers will collaboratively disaggregate data to meet the individual needs of students.
	Target Date:	04/03/2017
	<b>Tasks:</b>	
	0. The subscription with Accelerated Reader will be renewed to be used as an incentive based program to boost reading interest in grades 9-12. Students in grades 7-8 will be required to accumulate AR points based on their STAR reading assessment results.	
	Assigned to:	Kelly Gillham
	Added date:	03/22/2016
	Target Completion Date:	06/30/2016
	Frequency:	once a year
	Comments:	\$5000
	1. MathXLforSchool student accounts will be purchased for all Geometry, Algebra I, Algebra 2, PreAP Precal, and College Algebra students to provide online homework, individualized digital tutoring and instruction for students, and instant grading for teachers.	
	Assigned to:	Melodie Murray
	Added date:	03/30/2015
	Target Completion Date:	08/31/2015
	Frequency:	once a year
	Comments:	Accounts cost \$15 per student. Accounts will be repurchased each year. The use of this program will hopefully help to raise state mathematics testing scores as well as ACT scores. It will also help improve homework completion rates across all participating subjects.
	<b>Task Completed:</b>	11/23/2015 12:00:00 AM
	2. Assign teachers to administer before and after school tutoring.	
	Assigned to:	Kelly Gillham
	Added date:	10/27/2014
	Target Completion Date:	10/05/2015
	Frequency:	once a year
	Comments:	Teachers will be paid \$20 per hour to tutor.
	<b>Task Completed:</b>	10/9/2015 12:00:00 AM
	3. Teachers will be assigned to teach bootcamp test-prep and bonus sessions before state testing.	
	Assigned to:	Kelly Gillham
	Added date:	10/27/2014
	Target Completion Date:	02/17/2015
	Frequency:	once a year

		Comments:	Teachers will be paid \$25 per hour for after school sessions.
		4. Snacks will be purchased for before and after school tutoring, ACT prep sessions, bootcamp, and bonus test-prep sessions.	
		Assigned to:	Administering teacher
		Added date:	10/27/2014
		Target Completion Date:	02/13/2017
		Frequency:	weekly
		Comments:	Teacher will need to get the Walmart card from an administrator to purchase snacks and write a purchase order.
		5. Students will be offered tutoring in literacy and math twice each week, before and after school hours, to help increase student achievement.	
		Assigned to:	Kelly Gillham
		Added date:	03/18/2016
		Target Completion Date:	10/12/2015
		Frequency:	twice weekly
		Comments:	Certified teachers will be paid \$20 per hour for non-contracted time.
		<b>Task Completed:</b>	<b>10/16/2015 12:00:00 AM</b>
		6. The librarian will offer extended hours for students to use the computer lab.	
		Assigned to:	Kimberly Endsley
		Added date:	10/27/2014
		Target Completion Date:	08/24/2015
		Frequency:	daily
		Comments:	This allows internet access for students that do not have it at home. Kimberly Endsley will be paid for this non-contract time.
		7. Planning time will be needed for math and science family nights.	
		Assigned to:	Administering teachers
		Added date:	10/27/2014
		Target Completion Date:	03/01/2015
		Frequency:	once a year
		Comments:	Teachers will be paid \$25 per hour to meet after school to plan these events.
		8. Food and supplies for guests and prizes will be purchased for STEM family nights.	
		Assigned to:	Administering teachers
		Added date:	10/27/2014
		Target Completion Date:	12/07/2015
		Frequency:	once a year
		Comments:	A teacher from each department will get the Walmart card from an administrator to purchase approved supplies and food for these events. A budget of \$300-\$500 will be allowed for expenses and incentives.

		<b>Task Completed:</b>	10/13/2015 12:00:00 AM
		9. Teachers will administer a practice ACT test to eleventh grade students on February. After administering the assessment, teacher will disaggregate the data and develop a plan to provide individualized interventions.	
		Assigned to:	Melodie Murray
		Added date:	02/10/2016
		Target Completion Date:	02/10/2016
		Frequency:	once a year
		Comments:	Teachers will be paid \$25 per hour to stay after school and disaggregate data.
		<b>Task Completed:</b>	2/17/2016 12:00:00 AM
		10. All tutoring and ACT programs will be advertised to the students and parents.	
		Assigned to:	Melodie Murray
		Added date:	10/27/2014
		Target Completion Date:	10/01/2014
		Frequency:	once a year
		Comments:	Post to the high school Facebook page. Post on announcements. Post on televisions that are in the hallways. Create and hang posters. Snail Mail and email letters. Postage will be required.
		11. Teachers will be assigned to administer ACT prep sessions.	
		Assigned to:	Kelly Gillham
		Added date:	10/27/2014
		Target Completion Date:	02/17/2016
		Frequency:	monthly
		Comments:	Teachers will be paid \$25 per hour for ACT prep sessions and to disaggregate data from ACT Aspire Periodic, ACT assessments and practice ACT assessments.
		12. An ACT Prep course will be added to the class selection for secondary students.	
		Assigned to:	Kelly Gillham
		Added date:	02/10/2016
		Target Completion Date:	01/04/2016
		Frequency:	twice a year
		Comments:	
		<b>Task Completed:</b>	1/4/2016 12:00:00 AM
		13. Students will participate in an incentive program to boost achievement on the ACT. Teachers will use a behavioral rubric to assess students level of effort on the assessment. Incentives will be given to students.	
		Assigned to:	Jennifer Huff
		Added date:	02/10/2016
		Target Completion Date:	03/01/2016
		Frequency:	once a year

		Comments:	Incentives will be purchased. A budget of \$200 will be allowed for incentives.
		Task Completed:	3/1/2016 12:00:00 AM
		14. The leadership team will plan an assembly to provide incentives to student using a behavior rubric during testing to boost motivation and achievement.	
		Assigned to:	Kelly Gillham
		Added date:	03/15/2016
		Target Completion Date:	04/04/2016
		Frequency:	once a year
		Comments:	Funding will be used to purchase incentives
		15. Students will be provided experienced-based field trip(s) for receiving A and AB honor roll.	
		Assigned to:	Kelly Gillham
		Added date:	03/15/2016
		Target Completion Date:	05/20/2016
		Frequency:	once a year
		Comments:	Funding will be provided to pay for students' admission/expenses on field trip(s)
<b>Implement</b>	Percent Task Complete:		44%
<b>School Leadership and Decision Making</b>			
<b>Ensuring High Quality Staff - Recruitment, Evaluation, and Retention</b>			
<b>Indicator</b>	<b>IH01 - The school works collaboratively with the district to recruit and retain highly-qualified teachers to support school improvement.(3982)(All Schools,Focus,Priority)</b>		
<b>Status</b>	Tasks completed: 4 of 10 (40%)		
<b>Assess</b>	Level of Development:	Initial: <b>Limited Development</b> 03/30/2015	
	Index:	3	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	1	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Currently, we are doing many things to recruit and maintain HQT, such as advertising for new teachers in the newspaper and contacting local higher ed organizations with teacher programs, providing teacher recognition activities, providing teachers with free admission to extra curricular activities, providing teachers with input on personnel policies and student handbook policies, etc.	
<b>Plan</b>	Assigned to:	Kelly Gillham	
	How it will look when fully met:	100% of staff will be highly qualified. There will be an expectation of a high retention rate among staff. Teacher attitude will be observably more positive. Feedback from an end-of-year anonymous teacher survey will be used to provide evidence of teacher attitude. Records of HQT will be kept in the office.	

	Target Date:	05/31/2016
	<b>Tasks:</b>	
	1. The Indistar Leadership Team will meet periodically to discuss results of the teacher survey in order to incorporate teacher suggestions into our school improvement plan.	
	Assigned to:	Kelly Gillham
	Added date:	03/30/2015
	Target Completion Date:	05/31/2015
	Frequency:	four times a year
	Comments:	Leadership team members might need to meet during non-contract hours. They will be paid \$25/hour.
	2. Host an on site staff team building activity.	
	Assigned to:	Kelly Gillham
	Added date:	03/30/2015
	Target Completion Date:	09/01/2015
	Frequency:	once a year
	Comments:	Supplies will need to be purchased for this activity.
	3. Provide incentives for teacher to pursue National Board Certification.	
	Assigned to:	District
	Added date:	03/30/2015
	Target Completion Date:	05/31/2015
	Frequency:	once a year
	Comments:	The school provides a \$3000 yearly stipend for all nationally board certified teachers.
	<b>Task Completed:</b>	<b>5/29/2015 12:00:00 AM</b>
	4. Teacher recognition activities will be provided throughout the year.	
	Assigned to:	Kelly Gillham
	Added date:	03/30/2015
	Target Completion Date:	05/31/2015
	Frequency:	twice a year
	Comments:	Faculty tail-gating parties. Teacher recognition luncheons.
	5. Available teaching positions will be advertised in local and surrounding newspapers.	
	Assigned to:	Kelly Gillham
	Added date:	03/30/2015
	Target Completion Date:	05/31/2015
	Frequency:	once a year
	Comments:	
	<b>Task Completed:</b>	<b>5/29/2015 12:00:00 AM</b>
	6. Contact higher education facilities to recruit new staff members from qualified teaching programs.	
	Assigned to:	Kelly Gillham

		Added date:	03/30/2015
		Target Completion Date:	05/31/2015
		Frequency:	once a year
		Comments:	
	7. A survey will be created and distributed to collect information on teacher attitude and morale at the end of each year. Teachers will be provided the opportunity to anonymously submit complaints and suggestions that will be used when making considerations for the following year.		
		Assigned to:	Melodie Murray
		Added date:	03/30/2015
		Target Completion Date:	05/31/2015
		Frequency:	once a year
		Comments:	Meet with principal to discuss questions that will be included on the survey.
	8. Teachers will be given a voice in the personnel policies and student handbook policies.		
		Assigned to:	Kelly Gillham
		Added date:	03/30/2015
		Target Completion Date:	05/31/2015
		Frequency:	once a year
		Comments:	Teachers get to vote for committee members for Personnel Policy Committee and Student Handbook Committee.
	9. A staff Christmas Party will be held yearly.		
		Assigned to:	Sandy Reed
		Added date:	03/30/2015
		Target Completion Date:	12/31/2014
		Frequency:	once a year
		Comments:	Supplies will be purchased for the Christmas party.
		Task Completed:	12/18/2015 12:00:00 AM
	10. A Teacher of The Year and Retirement Celebration will be held at the end of each school year.		
		Assigned to:	Kelly Gillham
		Added date:	03/30/2015
		Target Completion Date:	06/15/2015
		Frequency:	once a year
		Comments:	Develop a new Teacher of The Year qualification process. Each teacher will nominate 3 teachers for the title. A questionnaire will be distributed regarding the 3 nominees. The nominee with the top score will be awarded Teacher of The Year. A questionnaire will need to be developed. Supplies will be purchased for this celebration and for recognition.
		Task Completed:	6/15/2015 12:00:00 AM
<b>Implement</b>	Percent Task Complete:		40%

**Opportunity to Learn****Post-Secondary School Options**

**Indicator**    **VA01 - The school provides all students with guidance and supports (academic, financial, etc.) to prepare them for college and career.(4541)(All Schools,Focus,Priority)**

**Status**            Tasks completed: 0 of 5 (0%)

<b>Assess</b>	Level of Development:	Initial: <b>Limited Development</b> 11/16/2015	
	Index:	6	(Priority Score x Opportunity Score)
	Priority Score:	2	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	3	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)

Describe current level of development:	Teachers currently provide students with unofficial advising. Through Career Orientation, students are required to participate in job shadowing. ASVAB test is offered to students, but not required. Students may also participate in ETS.
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<b>Plan</b>	Assigned to:	Andrea Vancil
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How it will look when fully met:	When this objective is fully met, the school will be able to help students learn about the skills, knowledge, and postsecondary education needed for their area of interest and provide examples of local colleges that offer a degree in their area. The school will also support students, understanding this long-term education plan can be updated and revised over time. Students will be able leave high school on a path to college, with some classes underway, or placed in a job.
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Target Date:	05/31/2018
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**Tasks:**

1. Counselors will purchase supplies as needed help provide students with proper guidance when making decisions about post secondary education and careers.
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Assigned to:	Kelly Gillham
Added date:	03/21/2016
Target Completion Date:	05/09/2016
Comments:	

2. Counselors will attend training, as necessary, to be able to best help students learn about the skills, knowledge, and postsecondary educations needed for their area of interest.
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Assigned to:	Jennifer Huff
Added date:	03/21/2016
Target Completion Date:	06/30/2016
Comments:	

3. Host financial aide nights for families to provide them with information to assist them with their children's education
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Assigned to:	Donna Pinkston
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		Added date:	03/15/2016
		Target Completion Date:	01/04/2017
		Comments:	Refreshments will need to be purchased
	4. Additional concurrent credit courses will need to be offered through the district		
		Assigned to:	Kelly Gillham
		Added date:	03/15/2016
		Target Completion Date:	08/15/2016
		Comments:	
	5. Administer an interest inventory to students		
		Assigned to:	Andrea Vancil
		Added date:	03/15/2016
		Target Completion Date:	08/29/2016
		Frequency:	once a year
		Comments:	
<b>Implement</b>	Percent Task Complete:		0%
<b>Curriculum, Assessment, and Instructional Planning</b>			
<b>Engaging teachers in aligning instruction with standards and benchmarks</b>			
<b>Indicator</b>	<b>IIA01 - Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(88)(All Schools,Focus,Priority)</b>		
<b>Status</b>	Tasks completed: 1 of 6 (17%)		
<b>Assess</b>	Level of Development:	Initial: <b>No development or Implementation</b> 09/02/2015	
		Will include in plan	
	Index:	2	(Priority Score x Opportunity Score)
	Priority Score:	2	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	1	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	At this time instructional teams are not formed.	
<b>Plan</b>	Assigned to:	Jennifer Huff	
	How it will look when fully met:	Schedules will be in place for teams to meet on schedule. Agenda and minutes will provide evidence that the objective is in place. Curriculum maps will provide evidence that the objective is fully met.	
	Target Date:	05/20/2016	
	<b>Tasks:</b>		
	0. Professional development will be provided to assist teacher in developing curriculum maps and vertically aligning the high school curriculum.		
		Assigned to:	Jennifer Huff
		Added date:	03/21/2016



		Target Completion Date:	06/13/2016
		Comments:	
	1. Instructional teams will meet monthly to develop curriculum maps and vertically align the instruction.		
		Assigned to:	Kelly Gillham
		Added date:	09/02/2015
		Target Completion Date:	05/20/2016
		Frequency:	monthly
		Comments:	
	2. Instructional teams will review curriculum maps and assess their alignment to the state standards.		
		Assigned to:	Kelly Gillham
		Added date:	09/16/2015
		Target Completion Date:	03/30/2016
		Frequency:	twice a year
		Comments:	
	3. Leadership team members will form teams and schedule instructional team meetings.		
		Assigned to:	Jennifer Huff
		Added date:	09/02/2015
		Target Completion Date:	09/30/2015
		Comments:	
		Task Completed:	10/1/2015 12:00:00 AM
	4. Instructional teams will discuss the usefulness of pre/post test in each subject area.		
		Assigned to:	Jennifer Huff
		Added date:	09/16/2015
		Target Completion Date:	03/30/2016
		Comments:	
	5. Supplies necessary to fully implement the curriculum will be purchased with NSLA funds.		
		Assigned to:	Jennifer Huff
		Added date:	03/18/2016
		Target Completion Date:	06/17/2016
		Frequency:	once a year
		Comments:	
<b>Implement</b>	Percent Task Complete:		17%
<b>Curriculum, Assessment, and Instructional Planning</b>			
<b>Assessing student learning frequently with standards-based assessments</b>			
<b>Indicator</b>	<b>IID02 - The school tests each student at least 3 times each year to determine progress toward standards-based objectives.(100)(All Schools,Focus,Priority)</b>		

<b>Status</b>	Tasks completed: 1 of 5 (20%)		
<b>Assess</b>	Level of Development:	Initial: <b>Limited Development</b> 11/16/2015	
	Index:	3	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	1	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Students utilize eschool to check their grades. Purchases are made and stipends are paid to help boost student achievement. However the school is currently implementing a new type of interim assessment using Classworks that is more individualized to classroom instruction for the 2015-2016 school year.	
<b>Plan</b>	Assigned to:	Jennifer Huff	
	How it will look when fully met:	When this objective is fully met, students will be assessed three times each year to determine progress toward standards-based objectives using ACT Aspire Interim Assessments in literacy, math, and science. The CTE department will create their own interim assessments to be given three times each year in tested courses. Teachers will collaborate to analyze the results of interim assessment data to develop and plan interventions for students.	
	Target Date:	04/28/2017	
	<b>Tasks:</b>		
	1. Provide opportunities for departments to collaborate and plan interventions based on data from interim assessments		
	Assigned to:	Jennifer Huff	
	Added date:	03/15/2016	
	Target Completion Date:	03/23/2016	
	Comments:	Teachers will be paid \$25 per hour for non-contracted time	
	2. Train teachers to administer the ACT Aspire Interim Assessment		
	Assigned to:	Andrea Vancil	
	Added date:	03/15/2016	
	Target Completion Date:	01/20/2016	
	Frequency:	once a year	
	Comments:		
	<b>Task Completed:</b>	2/17/2016 12:00:00 AM	
	3. The school will continue the contract with Classworks to remediate students that do not score proficient on interim assessments.		
	Assigned to:	Jennifer Huff	
	Added date:	03/18/2016	
	Target Completion Date:	04/15/2016	
	Frequency:	once a year	
	Comments:	\$20,000	

		4. Collaborate with leadership team to schedule interim assessments	
		Assigned to:	Kelly Gillham
		Added date:	03/15/2016
		Target Completion Date:	06/17/2016
		Frequency:	once a year
		Comments:	
		5. Train teachers to create reports using actaspire.org and analyze interim assessment results to identify students needs	
		Assigned to:	Jennifer Huff
		Added date:	03/15/2016
		Target Completion Date:	03/31/2016
		Comments:	
<b>Implement</b>	Percent Task Complete:	20%	
<b>Indicator</b>	<b>IID11 - Instructional Teams review the results of unit pre-/post-tests to make decisions about the curriculum and instructional plans and to "red flag" students in need of intervention (both students in need of tutoring or extra help and students needing enhanced learning opportunities because of their early mastery of objectives). (109)(Focus)</b>		
<b>Status</b>	Tasks completed: 2 of 8 (25%)		
<b>Assess</b>	Level of Development:	Initial: <b>Limited Development</b> 11/24/2014	
	Index:	3	(Priority Score x Opportunity Score)
	Priority Score:	3	(3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	1	(3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Currently, teachers are not required to give a pretest at the beginning of a unit of study. All teachers are giving post tests. Math and Science and English teachers are giving interim assessments using TLI and Classworks. CTE gives teacher made interim assessments. All teachers are evaluating results of these tests on an individual and colleague collaboration (informal meeting) basis and making instructional decisions based on this data.	
<b>Plan</b>	Assigned to:	Kelly Gillham	
	How it will look when fully met:	All teachers will be giving a pretest before each unit of study that will evaluate skills the students should know by the end of the unit and/or skills the students will need to be successful on that unit. These pretests will be teacher made and questioning will be based on teacher discretion. Results of this pretest will be used to make instructional decisions for the unit, to identify students in need of remediation, and to identify students in need of enrichment. Teachers will continue to evaluate the results of their pretests and make instructional decisions on an individual and informal meeting basis.	
	Target Date:	09/30/2015	

Tasks:	
	1. Training will be provided for all science teachers to provide instruction for the Compass Learning program.
	Assigned to: Garrod Huckaby
	Added date: 11/24/2014
	Target Completion Date: 09/29/2014
	Comments: Training will be provided by either the Compass Learning company or by the science department chair.
	<b>Task Completed:</b> 7/31/2015 12:00:00 AM
	2. Compass learning will be purchased to provide a means of remediation and enrichment in the science classrooms.
	Assigned to: Garrod Huckaby
	Added date: 11/24/2014
	Target Completion Date: 09/30/2015
	Comments:
	<b>Task Completed:</b> 7/30/2015 12:00:00 AM
	3. Instructional assistants will be hired to assist teachers in providing individualized interventions.
	Assigned to: Kelly Gillham
	Added date: 03/21/2016
	Target Completion Date: 08/10/2015
	Frequency: once a year
	Comments:
	4. Tutoring will be provided for students in need of remediation based on assessment data.
	Assigned to: Kelly Gillham
	Added date: 11/24/2014
	Target Completion Date: 10/31/2015
	Comments: Tutoring will be provided before, during, and/or after school depending on the subject matter and teacher. Teacher will be paid \$20 per hour to tutor before or after contract time.
	5. Virtual Business Management Simulation Software will be purchased to provide remediation and enrichment in the CTE classrooms.
	Assigned to: Darlene Shoe
	Added date: 11/24/2014
	Target Completion Date: 09/30/2016
	Comments: See Darlene Shoe for info on ordering.
	6. Training will be provided for all CTE teachers for the virtual business management simulation software.
	Assigned to: Darlene Shoe
	Added date: 11/24/2014
	Target Completion Date: 09/30/2016
	Comments: Teachers will be trained by either the company providing the software or the department chair.

		7. All teachers will be informed that they will need to give a pretest at the beginning of each unit.
	Assigned to:	Kelly Gillham
	Added date:	11/24/2014
	Target Completion Date:	09/30/2016
	Frequency:	once a year
	Comments:	Department chairs will relay information regarding pretesting to department teachers. Pretesting will also be discussed at departmental meetings.
		8. Teachers will provide enrichment activities as needed for students based on pre and post test data.
	Assigned to:	Kelly Gillham
	Added date:	11/24/2014
	Target Completion Date:	10/31/2016
	Frequency:	four times a year
	Comments:	Enrichment activities can be given through a variety of methods. Teachers will determine their own form of enrichment as provide it as needed in their classroom. Supplies will be purchased for enrichment activities.
<b>Implement</b>	Percent Task Complete:	25%
<b>Classroom Instruction</b>		
<b>Expecting and monitoring sound instruction in a variety of modes</b>		
<b>Indicator</b>	<b>IIIA01 - All teachers are guided by a document that aligns standards, curriculum, instruction, and assessment.(110)(All Schools,Focus,Priority)</b>	
<b>Status</b>	Tasks completed: 1 of 4 (25%)	
<b>Assess</b>	Level of Development:	Initial: <b>Limited Development</b> 09/16/2015
	Index:	3 (Priority Score x Opportunity Score)
	Priority Score:	3 (3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	1 (3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	At this time, teachers are in the process of developing or adjusting pacing guides for each subject and grade level. Each department chair has scheduled instructional team meetings to begin developing units of instruction.
<b>Plan</b>	Assigned to:	Kelly Gillham
	How it will look when fully met:	Each teacher in the school will update curriculum maps annually and use them to guide planning and instruction. Students will show an increase in achievement in all subject areas.
	Target Date:	03/30/2016
	<a href="#">Tasks:</a>	

	1. The library will purchase supplements to the curriculum for students to check out through the library.
	Assigned to: Kimberly Endsley
	Added date: 03/18/2016
	Target Completion Date: 06/30/2016
	Comments:
	2. SpringBoard will be purchased for teachers to use as a supplement to the literacy curriculum to help close the achievement gap.
	Assigned to: Jennifer Huff
	Added date: 03/21/2016
	Target Completion Date: 07/15/2015
	Frequency: once a year
	Comments: Cost of materials is about \$10,000
	<b>Task Completed:</b> 7/15/2015 12:00:00 AM
	3. Professional development days will be offered during the summer to offer teacher support in creating curriculum maps.
	Assigned to: Jennifer Huff
	Added date: 03/15/2016
	Target Completion Date: 08/12/2016
	Comments:
	4. Classroom library books will be purchased for use in the classroom to supplement the curriculum.
	Assigned to: Kelly Gillham
	Added date: 03/21/2016
	Target Completion Date: 05/16/2016
	Comments:
<b>Implement</b>	Percent Task Complete: 25%
<b>Conditions for Learning</b>	
<b>Meeting the changing needs of a diverse student population to ensure various learning approaches and learning styles are addressed</b>	
<b>Indicator</b>	<b>CL12 - All school personnel work effectively and equitably with racially, culturally, linguistically, and economically diverse students.(5197)</b>
<b>Status</b>	<b>Full Implementation</b>
<b>Assess</b>	Level of Development: Initial: Full Implementation 03/21/2016

Evidence:	In order to meet this objective the school has an Alternative Learning Environment (ALE) program that is not be punitive but provides the guidance, counseling, and academic support necessary to enable students who are experiencing emotional, social or academic problems to continue to make progress toward educational goals appropriate to each individual student's specific situation, characteristics, abilities, and aspirations. Materials and supplies to effectively operate the ALE program are purchased as needed.
Added date:	

## Family Community Engagement

### Defining the purpose, policies, and practices of a school community

<b>Indicator</b>	<b>IVA01 - The school's Title I Compact (Or Non-Title I schools roles and expectations for parents, students, and teachers) includes responsibilities (expectations) that communicate what parents (families) can do to support their students' learning at home (curriculum of the home, with learning opportunities for families to develop their curriculum of the home). (3983)(All Schools,Focus,Priority)</b>
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**Status** Tasks completed: 2 of 4 (50%)

<b>Assess</b>	Level of Development:	Initial: <b>No development or Implementation</b> 11/24/2014
		Will include in plan
	Index:	3 (Priority Score x Opportunity Score)
	Priority Score:	3 (3 - highest, 2 - medium, 1 - lowest)
	Opportunity Score:	1 (3 - relatively easy to address, 2 - accomplished within current policy and budget conditions, 1 - requires changes in current policy and budget conditions)
	Describe current level of development:	Currently, high school has several ways of communicating with and involving parents in school functions and plans, but does not have an official compact document in place.
<b>Plan</b>	Assigned to:	Kelly Gillham
	How it will look when fully met:	A school-parent-student compact will be created and distributed to ALL parents at the beginning of each year. Parents will sign this compact and students will return the agreement to school. A presentation over the compact will be provided for parents during the orientation and open house at the beginning of each year.
	Target Date:	09/30/2015
	<b>Tasks:</b>	
	0. Create and stock a family resource center that will be stationed in the entrance hall of the high school office. This will include copies of the compact, parental magazines, pamphlets containing nutritional information, etc.	
	Assigned to:	Kelly Gillham
	Added date:	11/24/2014
	Target Completion Date:	09/30/2015
	Frequency:	once a year

		Comments:	Documents that will be included in the family resource center will be decided upon by the parental involvement committee. These resources will need to be created/copied/purchased as needed. Racks to hold these documents will also need to be purchased.
		<b>Task Completed:</b>	10/5/2015 12:00:00 AM
		1. Assign a parent involvement facilitator each year. This will be a voluntary position and will be approved and assigned by building administrators.	
		Assigned to:	Kelly Gillham
		Added date:	11/24/2014
		Target Completion Date:	09/30/2015
		Frequency:	once a year
		Comments:	This facilitator should meet the following qualifications: - strong people skills -know many members of the community -be available to attend parental involvement functions held by the school
		<b>Task Completed:</b>	10/5/2015 12:00:00 AM
		2. A parental involvement committee will be formed to plan and facilitate parental involvement activities.	
		Assigned to:	Kelly Gillham
		Added date:	11/24/2014
		Target Completion Date:	09/30/2015
		Frequency:	once a year
		Comments:	A new committee will selected yearly. Members are required to serve for at least two years. New committee members will be nominated by current committee members.
		3. The parental involvement committee will evaluate the current school compact document and make changes and additions as needed.	
		Assigned to:	Kelly Gillham
		Added date:	11/24/2014
		Target Completion Date:	09/30/2015
		Frequency:	once a year
		Comments:	
<b>Implement</b>	Percent Task Complete:		50%