

Comprehensive Progress Report

Mission: To educate all students by creating experiences that produce life long learners.

Vision:

Goals:

Every student in ECPPS will graduate from high school prepared for work, further education, and citizenship.

Every student in ECPPS will have a personalized education.

In ECPPS, every student, every day will have excellent educators.

ECPPS will have up-to-date financial, business, and technology systems to serve its students, parents, and educators.

Every student in ECPPS will be healthy, safe, and responsible.



! = Past Due Objectives KEY = Key Indicator

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		Curriculum and instructional alignment			
KEY	A2.04	Instructional Teams develop standards-aligned units of instruction for each subject and grade level.(5094)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Realizing the need to provide challenging experiences that result in student learning at high levels.	Limited Development 09/13/2016		
		Priority Score: 3 Opportunity Score: 2	Index Score: 6		
<i>How it will look when fully met:</i>		By the end of the 2016-2017 school year, our overall grade proficiency will increase by at least 8 percentage points, from 61.6% (15-16) to 69.6% (16-17). Student growth index data will show a reversal of the two year negative trend by increasing from -2.52 to at least -1.26.	Objective Met 02/15/19	Simona White	02/28/2019
<i>Actions</i>					
	9/13/16	District grade level specific meetings will help teachers as they unpack power standards.	Complete 06/09/2017	Simona White	06/03/2016

Notes: Evidences: unpacking documents

9/13/16	A writing wall will be established where monthly writing samples along the progression will be displayed by grade and homeroom for school, community, and parents.	Complete 01/22/2018	Rachel Benton	09/30/2016
<i>Notes:</i> Evidences: monthly student writing samples, pictures of writing wall				
10/13/16	To support writing across the curriculum, all lesson plans will include a writing standard in which writing will be part of the assignment.	Complete 01/22/2018	Rachel Benton	12/09/2016
<i>Notes:</i> Evidences: collaborative lesson plans				
9/13/16	Teachers will meet in weekly grade level team meetings to develop standards aligned units of instruction.	Complete 01/22/2018	Simona White	01/22/2018
<i>Notes:</i> Evidences: grade level weekly meeting schedule, collaborative lesson plans				
11/28/16	To improve writing across the curriculum, grammar mini lessons will be incorporated into the curriculum	Complete 04/09/2018	Michele Renaldi	06/08/2018
<i>Notes:</i> pictures of interactive notebook lessons				
10/2/18	Creating grade level bi-weekly common formative assessments and analyzing that data in PLC's to drive instruction.	Complete 02/15/2019	Simona White	01/30/2019
<i>Notes:</i>				
10/2/18	Implementation of new math standards using NCDPI Clusters and aligning other resources (Engage NY, READY, Investigations).	Complete 02/15/2019	Rachel Benton	02/01/2019
<i>Notes:</i>				
Implementation:		02/15/2019		
Evidence	4/9/2018 All evidence has been uploaded. (unpacking documents, grade level meeting schedule, example of integrated writing and language standards, pictures of writing wall)			
Experience	4/9/2018 This has been implemented over a two year period in incremental stages.			
Sustainability	4/9/2018 We will need to continue integrating language and writing standards in lesson plans. We will also need to continue displaying writing along the continuum from each grade level on the writing wall.			

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		Data analysis and instructional planning			
	A3.06	ALL teachers maintain and utilize a record of each student's mastery of specific learning objectives.(5115)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>		Each teacher has their own system of collecting and reporting data and we are in need of a more consistent and uniform process.	Limited Development 10/29/2018		
<i>How it will look when fully met:</i>		All teachers will have data for each student compiled on a uniform student data profile sheet created by the Instructional Coach. Teams will also bring formative assessment data for standards that have been taught to PLC's each week to assess student mastery as well as create remediation and enrichment groups and activities based on the CFA data.		Rachel Benton	10/01/2019
Actions			3 of 4 (75%)		
10/29/18		Create data folders for each student K-5.	Complete 02/08/2019	Rachel Benton	01/25/2019
<i>Notes:</i>					
10/29/18		Teachers will update student data profile sheets biweekly.	Complete 02/08/2019	Rachel Benton	01/25/2019
<i>Notes:</i>					
10/29/18		Teachers will create and give common formative assessments at least once every two weeks. They will analyze this data to determine student mastery of all standards to drive instruction. Data will be turned in bi-weekly and used to analyze each grade level's Tier 1 core instruction.	Complete 02/15/2019	Rachel Benton	02/15/2019
<i>Notes:</i>					
10/29/18		Teachers will use data from student profile sheet and common formative assessments to device intervention and enrichment groups and PLC topics.		Rachel Benton	09/15/2019
<i>Notes:</i>					

Core Function:		Dimension A - Instructional Excellence and Alignment			
Effective Practice:		Student support services			
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
<i>Initial Assessment:</i>		Utilize the problem-solving model to support individualized student growth for both academic and behavior.	No Development 09/13/2016		
<i>How it will look when fully met:</i>		Students will receive structured grade level instruction on behavioral expectations through guidance and support services. By the end of the 2017-2018 school year, there will be an overall decrease in school based referrals by at least 10%. School attendance will increase and tardies will decrease.		Simona White	10/30/2019
Actions			5 of 8 (62%)		
	9/13/16	Students who exemplify the character trait of the month will be recognized on our Character Tree.	Complete 09/30/2016	Jeanne Ambrose	09/30/2016
<i>Notes:</i>		Evidences: pictures of character tree			
	9/13/16	Students will receive character education instruction through grade level instruction and counseling sessions.	Complete 10/28/2016	Pam Burnham	10/28/2016
<i>Notes:</i>		Evidences: List of character traits and suggested activities provided to each teacher monitored through informal walk-throughs, guidance lesson plans,Google Docs guidance schedule			
	1/24/17	Teachers will begin to use Educator's Handbook to document minor occurrences as well as office referrals.	Complete 04/20/2018	Sarah Ambrose	04/13/2018
<i>Notes:</i>		Data from Educator's Handbook			
	9/13/16	A student of the month for each grade level and REACH class will receive a prize incentive and certificate.	Complete 03/29/2018	Simona White	06/08/2018
<i>Notes:</i>		Evidences: Student of the Month Certificates; tangible and non-tangible incentives			
	10/2/18	Organize Club Day activities once per month as a school wide PBIS incentive.	Complete 04/05/2019	Crystal Toth	04/01/2019
<i>Notes:</i>					
	11/28/16	Students will participate in character education activities across grade levels using Second Step Character Education Curriculum.		Pam Burnham	09/01/2019
<i>Notes:</i>					

10/2/18	Organize parent volunteers to assist with intervention/enrichment time.		Simona White	10/01/2019
<i>Notes:</i>				
10/3/18	Begin utilizing the Responsive Classroom curriculum to support the social and emotional health of students as well as building classroom and school community. Our first step will be implementing morning meetings.		Simona White	10/30/2019
<i>Notes:</i>				

Core Function:	Dimension B - Leadership Capacity
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Effective Practice:	Strategic planning, mission, and vision
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!	KEY	B1.01	The LEA has an LEA Support & Improvement Team.(5135)	Implementation Status	Assigned To	Target Date
<i>Initial Assessment:</i>			The LEA Support and Improvement Team will develop school leaders who are committed to raising student achievement and impacting student learning.	Limited Development 10/11/2016		
<i>How it will look when fully met:</i>			An interconnected system of leadership will be provided that will have a profound impact on student learning.		District Team	06/08/2018
Actions				0 of 3 (0%)		
10/11/16			Provide PLC leadership for school level teams		District Team	06/08/2018
<i>Notes:</i>						
10/11/16			Review school plans and provide coaching feedback		District Team	06/08/2018
<i>Notes:</i>						
10/13/16			Meet with Low Performing School Improvement Teams and provide coaching feedback		District Team	06/08/2018
<i>Notes:</i>						

KEY	B1.03	A Leadership Team consisting of the principal, teachers who lead the Instructional Teams, and other professional staff meets regularly (at least twice a month) to review implementation of effective practices. (5137)	Implementation Status	Assigned To	Target Date
Initial Assessment:		Our School Improvement Team meets monthly.	Limited Development 10/11/2016		
		Priority Score: 3 Opportunity Score: 2	Index Score: 6		
How it will look when fully met:		By the end of the 2016-2017 school year, our overall grade proficiency will increase by at least 8 percentage points, from 61.6% (15-16) to 69.6 (16-17). Student growth index data will show a reversal of the two year negative trend by increasing from -2.52 to at least -1.26.	Objective Met 01/25/18	Simona White	03/05/2018
Actions					
	10/11/16	The SIT will meet bimonthly after school to review progress of the implementation of the indicators and coaching comments feedback.	Complete 01/22/2018	Rachel Benton	01/26/2018
		<i>Notes:</i> Evidences: SIT agenda, minutes of SIT meetings, data provided throughout the year, review of plan and data			
	2/9/17	In increase communication and in addition to scheduled meetings where SIT agenda and minutes are shared with grade levels , SIT minutes will also be shared electronically with all staff members.	Complete 01/22/2018	Jeanne Ambrose	01/26/2018
		<i>Notes:</i> SIT agenda, published minutes of SIT meetings			
Implementation:			01/25/2018		
Evidence		1/25/2018 The evidence is contained in the Indistar program. It contains our agendas and minutes from meetings held twice monthly this school year.			
Experience		1/25/2018 This objective was one of the least difficult objectives to meet. We simply had to share our minutes and begin meeting twice a month rather than once.			
Sustainability		1/25/2018 We will need to continue meeting twice and month and make sure that we share minutes in a timely manner, as well as agendas in advance so that team members have time to review and bring evidence for tasks.			

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>		The Master Schedule has been established with time included daily for instructional planning.	Limited Development 10/11/2016		
		Priority Score: 3 Opportunity Score: 3	Index Score: 9		
How it will look when fully met:		By the end of the 2017-2018 school year, our overall grade proficiency will increase by at least 8 percentage points, from 57% (16-17) to 65% (17-18). Student growth index data will continue to show a positive increasing or maintaining at least 1.39 growth index. When fully met, weekly PLC's will be structured to analyze student data, examine collaborative plans, and develop common formative assessments. Support services (including Exceptional Children and REACH) will be included in these processes.	Objective Met 04/09/18	Rachel Benton	04/27/2018
Actions					
	10/11/16	Weekly Team Grade Level meetings allow for collaborative planning across content areas to prepare Learning Focused lessons to ensure student success.	Complete 01/24/2018	Rachel Benton	02/28/2018
<i>Notes:</i> Grade Level meeting planning schedule, collaborative lesson plans					
	11/28/16	Weekly PLCs will be held to focus on a set specified topic for all grade levels and departments. Specific monthly topics include effective practices, professional development on the Learning Focused lesson plan and expectations, review of data, and common assessments aligned to the Learning Focused lesson student expectations.	Complete 04/09/2018	Rachel Benton	06/09/2018
<i>Notes:</i> Agendas, work products, PLC roster, exit tickets, PLC Notes					
Implementation:			04/09/2018		
	Evidence	4/9/2018 Evidence was uploaded which included: grade level meeting schedule for collaborative planning, example of 4th grade collaborative lesson plan, PLC schedule, PLC agenda and minutes, Micro PD Professional Development Plan, Example of Micro PD agenda including learning activities and exit ticket.			
	Experience	4/9/2018 All grade levels meet weekly for collaborative planning. Instructional Coach also meets with all grade levels weekly in PLC where we examine data, make instructional decisions based on the data and analyze standards to design rigorous grade level lessons.			

Sustainability	4/9/2018 We will need to continue all tasks.			
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Core Function:	Dimension B - Leadership Capacity			
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Effective Practice:	Monitoring instruction in school			
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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
Initial Assessment:		At this point, informal classroom walk-throughs are taking place with a limited amount of feedback.	Limited Development 10/11/2016		
		Priority Score: 3 Opportunity Score: 2	Index Score: 6		
How it will look when fully met:		By the end of the 2017-2018 school year, our overall grade proficiency will increase by at least 8 percentage points, from 57%(16-17) to 65% (17-18). Student growth index data will show continue with a positive trend by maintaining or increasing from 1.39.	Objective Met 05/08/18	Simona White	06/08/2018
Actions					
	10/11/16	The Administrative Team will conduct classroom walk-throughs to monitor instruction on a regular basis and offer opportunities for coaching and development.	Complete 04/30/2018	Simona White	06/09/2018
<i>Notes:</i> Evidences: Walk-Through checklist; 5x10's					
	1/24/17	The Administrative Team will regularly provide provide feedback on the Learning Focused lesson plan and instructional practices utilizing a Learning Focused lesson plan rubric.	Complete 02/23/2018	Simona White	06/09/2018

Notes:

Implementation:		05/08/2018		
Evidence	5/8/2018 The new walk through form has been uploaded. As well as a screen shot of comments on a lesson plan in canvas.			
Experience	5/8/2018 The leadership team developed a new walk through form. Ms. Ambrose and Mrs. White completed walk throughs and left a paper copy for each teacher to have some immediate feedback. We also began collecting lesson plans using canvas and utilizing the comment tool built into canvas.			
Sustainability	5/8/2018 Mrs. White and Ms. Ambrose will need to continue having informal walk throughs to provide teachers with glows and grows and providing feedback on lesson plans.			

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>		Teachers are bringing compiled data to individual data meetings. Teachers are trying to use data to create reading groups and to determine individual students gaps. School Improvement looks at EVAAS, EOG and behavior data and makes some decisions based on the data. We have been using data on the surface but need to dig deeper and have more in depth conversations and problem solving around the data.	Limited Development 01/19/2018		
		Priority Score: 3 Opportunity Score: 3 Index Score: 9			
<i>How it will look when fully met:</i>				Simona White	12/01/2019
<i>Actions</i>			1 of 3 (33%)		
	3/11/18	Establish data digs 3 times per year by grade level, to compile and analyze data.	Complete 05/04/2018	Simona White	04/30/2018
		<i>Notes:</i> First Data Dig February 26th in extended staff meeting after school. Second Data Dig will occur in 1/2 day sessions by grade level. Title 1 funds will be used to get subs.			
	10/2/18	Create staff survey to collect data on grade level performance gaps and professional development needs.		Rachel Benton	09/01/2019
		<i>Notes:</i>			
	10/2/18	Implement a once per month PD session based on survey data.		Simona White	11/01/2019
		<i>Notes:</i>			
<i>Implementation:</i>			09/04/2018		
	<i>Evidence</i>	5/8/2018 A sample data spreadsheet and data protocol have been uploaded.			

Experience	5/8/2018 Due to adding this indicator later in the year, we were able to have two of the three data digs. We developed and implemented a new data protocol as a SIT Team. Each teacher was also given a spreadsheet which included a compilation of their data to view as a whole.			
Sustainability	5/8/2018 We will need to continue having data digs and develop PD based on the data.			

Core Function:	Dimension D - Planning and Operational Effectiveness
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Effective Practice:	Facilities and technology
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D2.01	ALL teachers use online, hybrid, or blended learning as part of a larger pedagogical approach that combines the effective socialization opportunities within the classroom with the enhanced learning opportunities available through technology.(5173)	Implementation Status	Assigned To	Target Date
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Initial Assessment:	Right now grades 3-5 are 1:1. Some teachers use Google Classroom or Canvas to provide blended learning opportunities. K-2 mainly has access to technology through scheduling use of the computer lab and has limited technology available in the classroom.	Limited Development 10/29/2018		
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How it will look when fully met:	All teachers will have been provided professional development on grade level applications to assist them with in providing more blended learning opportunities including various grade level appropriate applications and platforms. Teachers will be using these on a regular basis in each classroom.		Patricia Daniels	11/15/2019
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Actions		1 of 3 (33%)		
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10/29/18	Our media coordinator will provide professional development on how to obtain DLC's.	Complete 11/16/2018	Patricia Daniels	03/19/2019
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<i>Notes:</i>				
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10/29/18	Our instructional Coach and other district personnel will provide professional development on the use of Canvas.		Rachel Benton	10/19/2019
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<i>Notes:</i>				
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10/29/18	Our Instructional Coach and a first grade teacher (Tammy Campbell) will provide professional development on using SeeSaw in the classroom.		Tammy Campbell	10/19/2019
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<i>Notes:</i>				
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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>		Teachers utilize a variety of methods to communicate with parents on a regular basis.	Limited Development 09/13/2016		
<i>How it will look when fully met:</i>		This objective will be met as evidenced by participation of parents at school activities. Communication		Patricia Daniels	05/01/2020
<i>Actions</i>			3 of 5 (60%)		
	9/13/16	Teachers will use a variety of methods to share with parents and stakeholders.	Complete 04/20/2018	Simona White	04/30/2018
	<i>Notes:</i> Evidences: parent conference schedules, student progress reports, signed Title I Compact forms, SAT and 504 meeting schedules,documentaion of translation to non-English speaking parents, dojo messages, newsletters				
	10/2/18	Create a Title 1 committee that will plan and implement meaningful parent programs throughout the year.	Complete 04/02/2019	Alberta Wandell	03/30/2019
	<i>Notes:</i>				
	9/13/16	In an effort to increase parental participation, Title I parent activities will be staggered at various times to fit parent schedules and grade level presentations.	Complete 05/10/2019	Alberta Wandell	06/09/2019
	<i>Notes:</i> Evidences: flyers, agendas, rosters, Title 1 surveys				
	9/13/16	The school will increase parental involvement by communicating opportunities for parents to volunteer in various areas throughout the building.		Patricia Daniels	03/09/2020
	<i>Notes:</i> Evidences: sign-in sheets, schedules, PTA Newsletter and Facebook page, School Website, parent compact				
	10/2/18	Organize and implement school wide take-home interventions/enrichment activities for families to work on with their students at home.		Stacy Lee	03/30/2020
	<i>Notes:</i>				